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# Regular Meeting of Council

Monday, July 11, 2016

7:00 p.m.

Municipal Office Council Chambers, Kenilworth

## AGENDA

AGENDA ITEM	PAGE NO.
<b><u>CALLING TO ORDER</u></b>	
- Mayor Lennox	
<b><u>SINGING OF O' CANADA</u></b>	
<b><u>PASSING AND ACCEPTANCE OF AGENDA</u></b>	
<b><u>DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF</u></b>	
<b><u>MINUTES OF PREVIOUS MEETING(S)</u></b>	
Regular Meeting of Council, June 20, 2016	001
<b><u>BUSINESS ARISING FROM MINUTES</u></b>	
<b><u>DELEGATIONS</u></b>	
Gary Williamson, Safe Communities/Wellington North	009
- Safe access for the Mennonite community to businesses in the north end of Mount Forest	

AGENDA ITEM	PAGE NO.
Wellington Federation of Agriculture - Presentation of online 'Flipbook' and reference book	010
<p><b><u>STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS</u></b></p>	
Planning Report from Linda Redmond, Senior Planner - Report regarding H. Bye Construction Ltd., Semi-Detached dwellings – Lots 1 & 2, Plan 419 (Mount Forest), Part Lot Control Exemption	023
Report from Dale Small, Economic Development Officer - Report EDO-2016-18 Community Improvement Program	028
Report from Darren Jones, Chief Building Official - Report CBO 2016-08 Building Permit Review Period Ending June 30, 2016	035
Report from Karren Wallace - Report CLK 2016-035 being a report to appoint an Engineer for Drainage Works on Municipal Drain (Eden Drain)	038
Report from Karren Wallace - Report CLK 2016-039 being a report on Business Licensing	040
Report from Karren Wallace - Report CLK 2016-040 being a report on Housekeeping Zoning By-law Amendments (Maas)	042
Report from Karren Wallace - Report CLK 2016-043 being a report on the Burn By-law	044
Recreation & Culture Committee - Minutes, June 14, 2016	062
Cultural Roundtable Committee - Minutes, June 16, 2016	068
Report from Matthew Aston, Director of Public Works - Report 2016-049 Brush Program	071

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Public Works Committee - Minutes, June 21, 2016	077
Burn By-law Working Group - Minutes, June 28, 2016	080
Correspondence dated April 1, 2016 from Paul F. Ziegler, C.E.T., Triton Engineering Services Limited - McCord Street Development, Arthur	082
Cheque Distribution Report dated July 7, 2016	083
<b><u>CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION</u></b>	
<b><u>BY-LAWS</u></b>	
<b>By-law Number 054-16</b> being a by-law to declare lands as part of a public highway (McCord Street)	087
<b>By-law Number 055-16</b> being a by-law to designate certain lands to be not subject to Part Lot Control pursuant to Section 50 (7) of the Planning Act, R.S.O., 1990, as amended. (Lot 6, RP 61M-168, Township of Wellington North, County of Wellington, Coffey)	088
<b>By-law Number 056-16</b> being a by-law to appoint a Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer for the Corporation of the Township of Wellington North	090
<b>By-law Number 057-16</b> being a by-law to regulate the setting of open air fires within the Township of Wellington North and to repeal By-law 006-15	091
<b>By-law Number 058-16</b> being a by-law to establish business licensing regulations related to business licensing in the Township of Wellington North pursuant to ss. 10 (2) of the Municipal Act, 2001. S.O. 2001, c. 25 as amended (the "Municipal Act, 2001")	100

<b>AGENDA ITEM</b>	<b>PAGE NO.</b>
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County of Wellington	
- Notice of Decision – Official Plan Amendment	
- File Number OP-2016-02, Official Plan Amendment No. 98	132
- File Number OP-2015-02, Official Plan Amendment No. 99	135
Wellington County Fire Chiefs Association	
- Media Release dated July 5, 2016, Open Air Burning is Prohibited in Wellington County	153
<b><u>CULTURAL MOMENT</u></b>	
The Butter Tart Trail And former Horse & Buggy Trail merge and grow to offer new tourism experience for the region	
<b><u>NOTICE OF MOTION</u></b>	
<b><u>ANNOUNCEMENTS</u></b>	

AGENDA ITEM	PAGE NO.
<p><b><u>CLOSED MEETING SESSION</u></b></p> <p>Pursuant to Section 239 (2) (d) of the Municipal Act, 2001, specifically labour relations or employee negotiations;</p> <ol style="list-style-type: none"><li>1. Verbal Report from the CAO on Union Negotiations</li><li>2. Review of Closed Session Meeting Minutes, June 20, 2016</li></ol> <p><b><u>CONFIRMING BY-LAW NUMBER 059-16 BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF COUNCIL</u></b></p> <p><b><u>ADJOURNMENT</u></b></p>	<p>154</p>

001

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

The meeting was held in the Municipal Office Council Chambers, Kenilworth.

**Members Present:**

**Mayor:** Andy Lennox  
**Councillors** Sherry Burke  
Lisa Hern  
Steve McCabe  
Dan Yake

**Staff Present:**

**CAO/Deputy Clerk:** Michael Givens  
**Clerk:** Karren Wallace  
**Executive Assistant:** Cathy Conrad  
**Director of Public Works:** Matthew Aston  
**Chief Building Official:** Darren Jones  
**Treasurer:** Kimberly Henderson  
**Deputy Treasurer:** Mary Jo Marshall  
**Emergency Management Programme Coordinator:** Bridgette Francis

**CALLING THE MEETING TO ORDER**

Mayor Lennox called the meeting to order.

**SINGING OF O' CANADA**

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION 2016-275**

Moved by: Councillor Burke

Seconded by: Councillor McCabe

*THAT the Agenda for the June 20, 2016 Regular Meeting of Council be accepted and passed as amended:*

STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS

*Clerk's Report 2016-033 be amended to show the applicant as Larter not Clark as shown in the printed agenda.*

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF**

No pecuniary interest declared.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

002

**MINUTES OF PREVIOUS MEETING(S)**

**RESOLUTION 2016-276**

Moved by: Councillor McCabe

Seconded by: Councillor Burke

*THAT the minutes of the Public Meeting and the Regular Meeting of Council held on June 20, 2016 be adopted as circulated.*

**CARRIED**

**BUSINESS ARISING FROM MINUTES**

No business arising from minutes.

**PRESENTATIONS**

Jon Hebden, Account Manager, Municipal & Stakeholder Relations, Municipal Property Assessment Corporation  
- 2016 Assessment Update

Mr. Hebden's presentation included:

- Three bodies that comprise assessment and property taxes – MPAC, Provincial Government and municipalities
- Ontario's assessment cycle
- Data collection and preparation
- Transparency and shared understanding
- Benefits of advanced disclosure
- Roll out of 2016 property assessment notice
- Redesigned residential notices
- Changes to filing a review (Bill 144)
- Learning more about assessment – [aboutmyproperty.ca](http://aboutmyproperty.ca)
- Resolving assessment concerns
- Municipal and stakeholder outreach and engagement – Municipal Connect
- Preliminary Market Trends
- Residential Market Trends
- Basic Year Change (2012 to 2016)
- Contact MPAC

**STANDING COMMITTEE, STAFF REPORTS, MINUTES AND RECOMMENDATIONS**

Report from Bridgette Francis, Emergency Management Programme Coordinator  
- Report regarding Committee Structure

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

003

**RESOLUTION 2016-277**

Moved by: Councillor Burke

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the report from Bridgette Francis, Emergency Management Programme Coordinator, dated June 20, 2016 regarding the new composition of the Township's Emergency Management Program Committee;*

*BE IT RESOLVED that Council hereby appoints to the Township of Wellington North Emergency Management Program Committee the following:*

- *Mayor or alternate*
- *CAO or designate*
- *Clerk or designate*
- *Finance (Treasurer or designate)*
- *Executive Assistant to the CAO and Mayor/Duty Officer (or designate)*
- *Public Works (Director of Public Works or designate)*
- *Parks and Recreation (Director of Recreation, Parks and Facilities or designate)*
- *Chief Building Official or designate*
- *Township Fire Department (Fire Chief or designate)*
- *Wellington North Power (Chief Operating Officer or alternate)*
- *Wellington County OPP (Inspector or Staff Sergeants, Sergeants)*
- *Guelph Wellington EMS (Chief, Acting Chief, Supervisors)*
- *Wellington Dufferin Guelph Public Health (Health and Safety Coordinator/Inspectors)*
- *Wellington County Emergency Management (CEMC and/or designate), and*
- *Any other persons or agency representatives that may be appointed by Council from time to time.*

*AND FURTHER THAT Council authorizes the Committee to appoint a Chair from the members;*

*AND FURTHER THAT the Committee is responsible for overseeing the development of the Township's Emergency Management Program ensuring that appropriate public education activities, training for emergency management officials and staff, and emergency management exercises are undertaken on an annual basis;*

*AND FURTHER THAT the CEMC shall provide Council with an annual report on the status of the Township of Wellington North's Emergency Management Program for their review, consideration and approval.*

**CARRIED**

Report from Karren Wallace, Clerk

- Report CLK 2016-033 being a report on Consent Application B31-16 (Larter) known as Part Lot 3, Concession 11, formerly West Luther, now the Township of Wellington North



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

004

**RESOLUTION 2016-278**

Moved by: Councillor McCabe

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive CLK Report 2016-033 being a report on Consent Application B31-16 known as Part Lot 3, Concessions 11 & 12 formerly the Township of West Luther, now the Township of Wellington North;*

*AND FURTHER THAT the Council of the Township of Wellington North supports consent application B31/16 as presented with the following conditions:*

- *THAT Payment be made of the fee of \$125.00 (or whatever fee is applicable at the time of clearance under the municipal Fees and Charges By-law) for a letter of clearance;*
- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;*
- *THAT The Owner satisfy the requirements of the Local Municipality in reference to Proof of Drainage.*
- *THAT The Owner satisfy the requirements of the Local Municipality in reference to Drainage Apportionment.*
- *THAT the applicant remove the 16' dia. grain bin to the satisfaction of the Township of Wellington North.*

*AND FURTHER THAT Council authorizes the Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.*

**CARRIED**

Report from Karren Wallace, Clerk

- Report CLK 2016-034 being a report on a request by the Lynes Blacksmith Shop Committee to be appointed a committee of Council

**RESOLUTION 2016-279**

Moved by: Councillor Burke

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive Report CLK 2016-034 being a report on a request by the Lynes Blacksmith Shop Committee request to be appointed a Committee of Council;*

*AND FURTHER THAT the Council of the Township of Wellington North hereby appoint the Lynes Blacksmith Shop Committee as a Committee of Council designation for insurance purposes for the term of the Committee.*

*AND FURTHER THAT the Council the Township of Wellington North hereby appoint*

*the following members to the Committee:*

*Kate Rowley (Chair)*

*Janice Hindley*

*Jack Benham*

*Penny Renken*

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
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005

*Libby Walker  
Campbell Cork  
Councillor Dan Yake  
Robert MacDonald*

*Helmut Renken  
Velma Manser  
Barry Manser  
Ian Turner*

**CARRIED**

Report from Darren Jones, Chief Building Official

- Report CBO 2016-07 Building Permit Review Period Ending May 31, 2016

**RESOLUTION 2016-280**

Moved by: Councillor McCabe

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive Report CBO 2016-07 Building Permit Review for the period ending May 31, 2016.*

**CARRIED**

Wellington North Fire Service

- Communiqué #031, May, 2016

**RESOLUTION 2016-281**

Moved by: Councillor Burke

Seconded by: Councillor McCabe

*THAT the Council of the Corporation of the Township of Wellington North receive the Wellington North Fire Service Communiqué #031 dated May, 2016.*

**CARRIED**

Cheque Distribution Report dated June 14, 2016

**RESOLUTION 2016-282**

Moved by: Councillor McCabe

Seconded by: Councillor Burke

*THAT the Council of the Corporation of the Township of Wellington North receive the Cheque Distribution Report dated June 14, 2016.*

**CARRIED**

**CORRESPONDENCE FOR COUNCIL'S REVIEW AND DIRECTION**

Roger Deming

- Request for Darcy's Annual 3-Pitch Tournament, being held on July 22 and 23, 2016, to be declared as Municipally Significant

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
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MONDAY, JUNE 20, 2016  
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006

**RESOLUTION 2016-283**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT the Council of the Corporation of the Township of Wellington North declare Darcy's 3-Pitch Tournament, being held on July 22 and 23, 2016, to be municipally significant as required by the Alcohol and Gaming Commission of Ontario for the purposes of obtaining a Special Occasion Permit.*

**CARRIED**

**BY-LAWS**

**RESOLUTION 2016-284**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT By-law Number 051-16 being a by-law to delegate authority to the CAO to appoint a Drinking Water Source Protection Risk Management Inspector and Risk Management Official for the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed.*

**CARRIED**

**RESOLUTION 2016-285**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT By-law Number 052-16 being a by-law to authorize the execution of an agreement between Arntjen Solar North America Inc. and the Corporation of the Township of Wellington North be read a First, Second and Third time and finally passed.*

**CARRIED**

**ITEMS FOR COUNCIL'S INFORMATION**

AMO Watchfile

- June 2, 2016
- June 9, 2016

**RESOLUTION 2016-286**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive the Items for Council's Information as listed in the June 20, 2016 Regular Council Meeting Agenda.*

**CARRIED**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

007

**NOTICE OF MOTION**

None

**ANNOUNCEMENTS**

Councillor McCabe announced that he and Councillor Burke will be attending the Normanby Homecoming Parade in Ayton on July 1, 2016.

Kimberly Henderson, Treasurer, informed Council that the final tax billing will be mailed early to avoid a possible Canada Post strike beginning on July 1.

Michael Givens, CAO, commented that an invitation to the Minto Mayor's Golf Tournament has been received. He and Councillor Yake will be attending. Wellington North will donate a prize.

**CLOSED MEETING SESSION**

**RESOLUTION 2016-287**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT Council go into a meeting at 7:52 p.m. that is closed to the public under subsections 239 (2) (d) of the Municipal Act, 2001 to consider:*

- 1. Report CAO 2016-015 being a report on Union Negotiations*
- 2. Review of Closed Session Meeting Minutes, May 2, 2016*

**CARRIED**

**RESOLUTION 2016-288**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT Council rise from a closed meeting session at 8:17 p.m.*

**CARRIED**

**RESOLUTION 2016-289**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North receive Report CAO being a report on Union Negotiations;  
AND FURTHER THAT Council authorize the CAO to proceed with negotiation of a Collective Agreement for a term not to exceed June 30, 2019.*

**CARRIED**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
REGULAR MEETING OF COUNCIL  
MONDAY, JUNE 20, 2016  
FOLLOWING COMMITTEE OF ADJUSTMENT (7:05 P.M.)**

008

**RESOLUTION 2016-290**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Council of the Corporation of the Township of Wellington North approve the Closed Meeting Minutes of May 2, 2016.*

**CARRIED**

**CONFIRMING BY-LAW**

**RESOLUTION 2016-291**

Moved by: Councillor Yake

Seconded by: Councillor Hern

*THAT By-law Number 053-16 being a By-law to Confirm the Proceedings of the Council of the Corporation of the Township of Wellington North at its Regular Meeting held on June 20 , 2016 be read a First, Second and Third time and finally passed.*

**CARRIED**

**ADJOURNMENT**

**RESOLUTION 2016-292**

Moved by: Councillor Hern

Seconded by: Councillor Yake

*THAT the Regular Council meeting of June 20, 2016 be adjourned at 8:19 p.m.*

**CARRIED**

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**MAYOR**

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**CLERK**



# Township of Wellington North

P.O. Box 125 • 7490 Sideroad 7 W • Kenilworth • ON • N0G 2E0

## Delegation Request Form

**Name of Delegate(s)** Gary Williamson

Attending as an individual OR  Representing a group/organization/business

**Name of Group/Organization/Business**

Safe Communities/Wellington North

**Contact Information**

Mail: 6500 Line 12 RR#1 Harriston N0G1Z0

Email: [REDACTED]

Telephone: 519-338-3288

**Type of Meeting**

Council OR  Committee (specify which committee) \_\_\_\_\_

**Date of Meeting** July 11/16

**Subject Matter** (submit your complete delegation submission with this form)

Safe Access for the Mennonite community to businesses in the north end of Mount Forest

**Recommendation/Request of Council** ( what action you would like the Township of Wellington North to take with respect to your matter-use a separate page if required)

Council support proposed access routes

**SIGNATURE:** Gary Williamson

**Notice of Collection/Use/Disclosure:** All information submitted in support of meetings of Council/Committee/Planning deliberations/ is collected in accordance with the Municipal Act, 2001, s. 8 and 239 (1) and may be used in deliberations, and disclosed in full, including email, telephone numbers, names and addresses on agendas and to persons requesting access to records of Council/Committee/Planning Committee. All information submitted to the municipality is subject to disclosure under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). Questions about this notice of collection should be directed to the Clerk's office (519) 848-3620.



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010

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### Delegation Request Form

Name of Delegate(s) Melisa Luymes and Greg Dineen

Attending as an individual OR  Representing a group/organization/business

Name of Group/Organization/Business  
Wellington Federation of Agriculture

#### Contact Information

Mail: RR#2 Kenilworth, ON. N0G 2E0

Email: wellington@ofa.on.ca

Telephone: 519-848-3774

#### Type of Meeting

Council OR  Committee (specify which committee) \_\_\_\_\_

Date of Meeting July 11, 2016

Subject Matter (submit your complete delegation submission with this form)

presentation of an online 'flipbook' and reference book for Councillors and staff.

Recommendation/Request of Council ( what action you would like the Township of Wellington North to take with respect to your matter-use a separate page if required)

better 2-way communication

SIGNATURE: Jane Garup - President

Delegations shall not be permitted to address Council or its Committees on the following matters:

- Labour relations or employee negotiations
- Litigation that is either expected to proceed, that is currently proceeding, or that has already been decided by a trier of fact
- Other matters before a tribunal or that have been ruled on at a tribunal
- Tenders, RFPs or other procurement matters
- Any other matter that is properly the subject of the closed meeting provisions in the *Municipal Act, 2001*

**Council or Committee, may in their discretion, refuse to hear any delegation.**



# **Fast Ag Facts for Wellington and beyond**

**June 2016**

**Wellington Federation of Agriculture**



## Contacts

### The 2015-2016 Executive

Janet Harrop, President [ijharrop@hsfx.ca](mailto:ijharrop@hsfx.ca)  
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[@Harrcroft](https://www.instagram.com/harrcroft)

Ruby Lennox, 1<sup>st</sup> VP [chrisrubylennox@gmail.com](mailto:chrisrubylennox@gmail.com)  
 519-321-1443 txt 519-848-3065

John Hollen, 2<sup>nd</sup> VP [john60ca@gmail.com](mailto:john60ca@gmail.com)  
 519-831-3610 txt

Gord Flewwelling, Past Pres. [gflewwelling@gto.net](mailto:gflewwelling@gto.net)  
 519-323-9953

Lisa Hern, WFA Administration / Secretary-Treasurer  
 8828 Hwy 6, RR 2, Kenilworth ON N0G 2E0  
 519-323-8290 txt [wellington@ofa.on.ca](mailto:wellington@ofa.on.ca)  
 519-848-3774 519-848-2669 fax

 [WellingtonFedofAgriculture](https://www.facebook.com/WellingtonFedofAgriculture) [@WellFedAg](https://www.instagram.com/WellFedAg)  
[www.wfofa.on.ca](http://www.wfofa.on.ca)

**The Wellington Federation of Agriculture (WFA) works closely with the Ontario Federation of Agriculture (OFA). WFA acts on behalf of over 1,300 OFA members in Wellington in the effort to make sure that the farm voice is heard and that farming remains a vital part of the local economy.**

Gord Grant, OFA 877-343-5444  
 MSR Waterloo-Wellington-Dufferin  
 519-577-6970 txt 877-638-9493 fax  
[gord.grant@ofa.on.ca](mailto:gord.grant@ofa.on.ca)  
[@OFA4WWD](https://www.instagram.com/OFA4WWD)

⇒ OFA has Member Service Representatives (MSRs) across the province to assist OFA members and county federations.

[www.ofa.on.ca](http://www.ofa.on.ca)



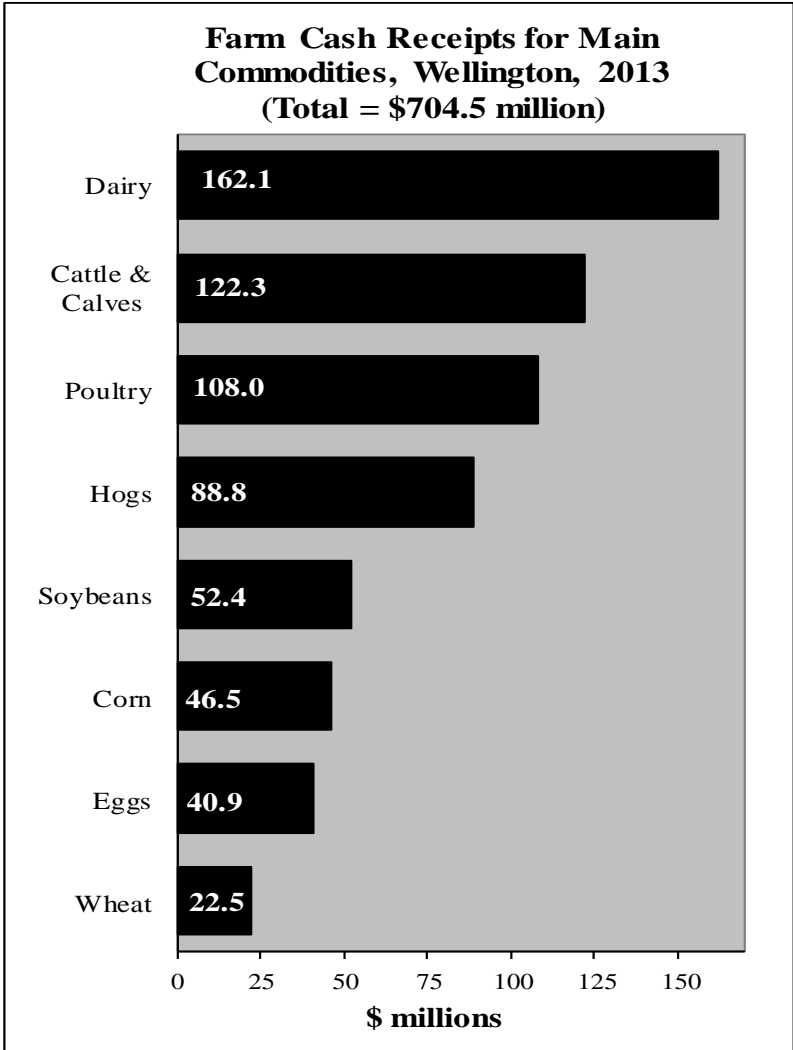
Ontario  
Federation of  
Agriculture

## Get to know OFA

- ⇒ OFA is the largest farm organization in Ontario with approximately **37,000 members** and supporters in 2015.
- ⇒ OFA has been advocating for farmers for **80 years** and its origins can be traced back to the agrarian movement of the early 1900's.
- ⇒ OFA gathers the perspective of farmers across the province via the **Policy Advisory Council (PAC)** to help the OFA board develop policy. The PAC meets 4 times a year. The councilors are elected annually by OFA members at a local meeting in each county. **OFA convention delegates** are also elected at this meeting.
- ⇒ Some **28 commodity organizations** are actively associated with OFA and lend their focused perspective to the process of policy development of the OFA board. The OFA champions farm issues that are general in nature and supports the commodity organizations when requested on issues exclusive to that commodity.
- ⇒ The activities of the OFA are governed by **18 Board Directors**. 15 are elected locally from across the province for 3-yr terms. 3 directors-at-large are elected at the OFA AGM. The executive of OFA Consists of the President, two Vice Presidents elected at the OFA convention and an Executive Member elected by the board.
- ⇒ OFA has a field force of **21 staff, Member Service Representatives (MSRs)** to assist members with issues and to help facilitate the activities of county federations and the OFA locally.
- ⇒ OFA's **Policy Research group** consists of **8 staff** that handle multiple policy files and actively network with other professionals in those fields directly and on committees. Researchers inform and support the OFA board on issues in their key policy areas. Research staff also provide support to MSRs on member issues.
- ⇒ The OFA strives to deliver exclusive value to members through its Member Benefits program. A dozen companies have committed to being **OFA Member Benefit providers**. E.g. huge fleet discounts on GM and Chrysler vehicles.
- ⇒ OFA is a key contributor to the **Canadian Federation of Agriculture (CFA)** - Canada's national lobby for farmers.

## Wellington's Ag Stats

Wellington Agriculture—Over \$700 M sales/yr



Wellington farmers are owners and stewards of 78.5% of the total area of the County of Wellington

**78.5%**

# Sustainable Ag

## Rural Water Quality Program

Wellington farmers are part of a remarkable collaboration with other rural landowners, the county, Guelph and Grand River Conservation Authority. The Rural Water Quality Program will celebrate 20 years of success in 2018.



- ⇒ \$14 M invested by Grand River municipalities + \$27 M of private funds invested by farmers and rural landowners in 5,000 projects to improve water quality.
- ⇒ Estimated that 100,000 kg/year of phosphorus stays on the land to grow crops—phosphorus that used to get away and threaten water quality
- ⇒ 140 km of fencing restricts over 13,500 head of livestock that once punched down riverbanks creating erosion problems.
- ⇒ 920 hectares of fragile land retired from ag production to protect steep banks, wetlands, water recharge areas and riparian areas.

**[www.grandriver.ca](http://www.grandriver.ca)** > Rural Water Quality Program

## Farming, Food and Beyond: Our Commitment to Sustainability

### Ontario's 25 yr EFP Legacy:

- ⇒ Over 35,000 farm families have completed an Environmental Farm Plan (EFP)
- ⇒ A 2011 survey revealed that, on average, EFP participants invested \$53,900 of their own dollars in EFP projects
- ⇒ 95% of farmers said EFP had a positive impact on their farming.



### Commitment to Sustainability into the future:

- ⇒ The EFP model is expanding beyond the farm gate
- ⇒ SF<sup>2</sup>Ps (Sustainable Farm & Food Plans) will expand on EFPs to inform and engage Ontario farmers to tackle new challenges and opportunities at their doorstep and around the world
- ⇒ The SF<sup>2</sup>P initiative will reach out to other partners in the food production network; improve the dialogue between farmers and consumers.

**[www.sustainablefarms.ca](http://www.sustainablefarms.ca)**

## Wellington's Ag Stats

**Farms by Industry Group,**

2011 Census (# of farms, % of province)

Dairy cattle and milk production	363	9.0
Beef cattle ranching and farming	423	6.0
Hogs and pig farming	120	9.7
Sheep and goat farming	83	5.7
Poultry and egg production	166	10.3
Other animal production	453	6.5
Oilseed and grain farming	548	3.5
Vegetable and melon farming	22	1.4
Fruit and tree nut farming	15	1.0
Greenhouse, nursery and floriculture	72	3.0
Other crop farming	246	3.0

**Livestock and Poultry Inventories,**

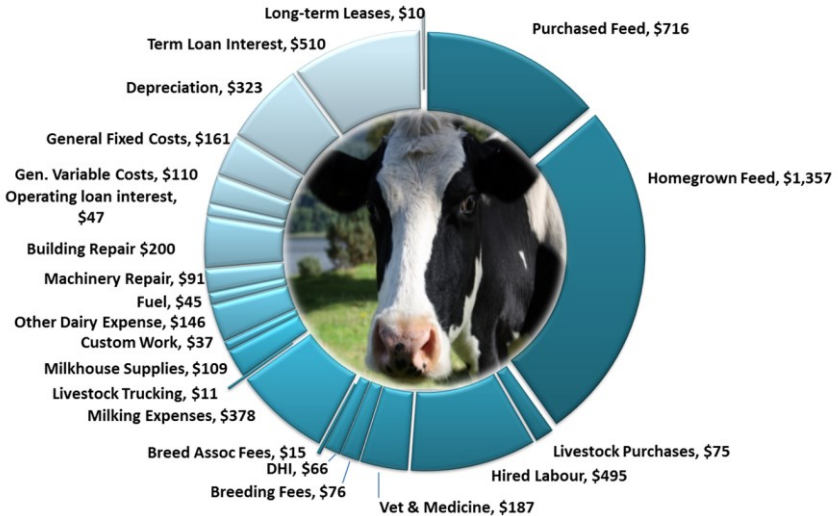
2011 Census (number)

Dairy cows	25,779
Beef cows	10,350
Steers	42,229
Total cattle and calves	142,197
Total pigs	236,144
Total sheep and lambs	27,548
Total hens and chickens	5,706,394
Total turkeys	248,811

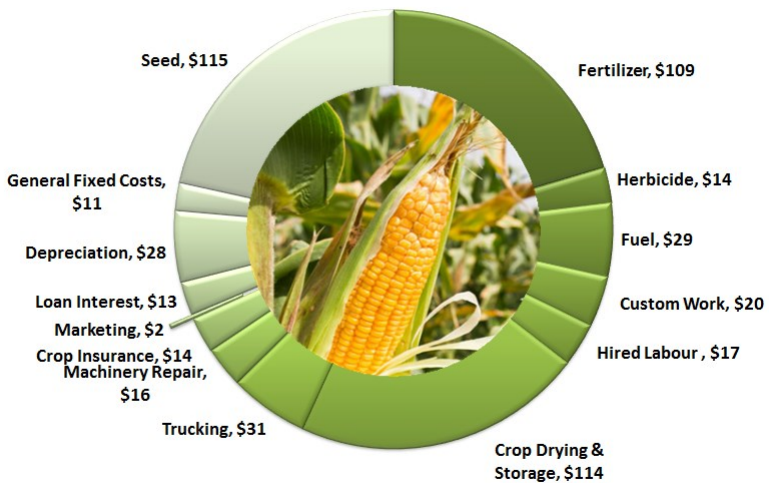
Source: OMAFRA County Profiles base on the 2011 Ag Census

# Ontario Farmers Spend \$ to Make \$

Over \$5,000/year / dairy cow



Over \$500/acre for corn



Source: OMAFRA Enterprise Budgets

## Wellington's Ag Stats

Almost half of Wellington's farms generate more than \$100,000 in revenue every year.

### Total Gross Farm Receipts, 2011 Census (farms reporting)

Under \$10,000	403	
\$10,000 to \$24,999	363	
\$25,000 to \$49,999	308	
\$50,000 to \$99,999	271	
\$100,000 to \$249,999	445	
\$250,000 to \$499,999	375	
\$500,000 to \$999,999	222	
\$1,000,000 to \$1,999,999	82	
\$2,000,000 and over	42	46.4%

Successful farm operators need hired farm labour. Over **58,000 weeks of work** most of it year round are generated on Wellington farms for hired farm labourers.

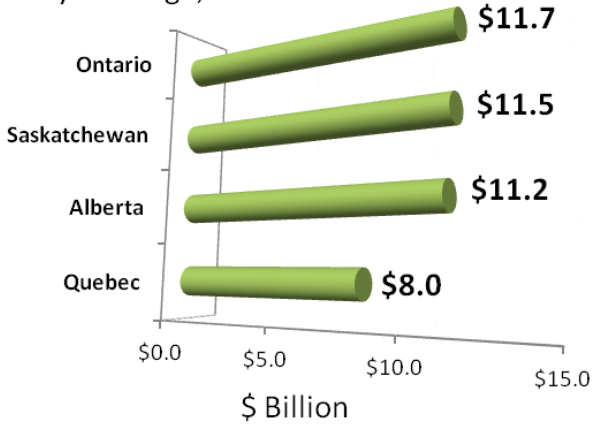
Hired Farm Labour, 2011 Census (weeks)	
Year round .....	47,017
Seasonal .....	11,125
Total .....	58,142

## Ontario Ag Stats

### Ontario tops the provinces in agricultural output

#### Farm Cash Receipts

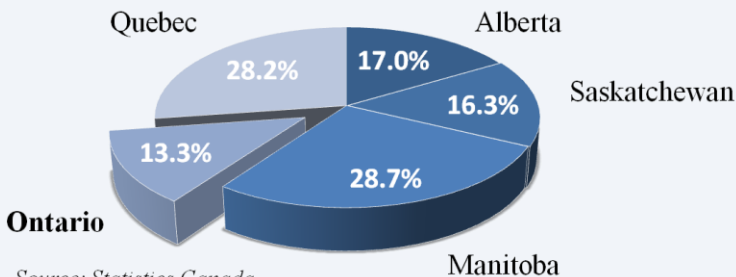
5 yr average, 2010 – 2014



Often overshadowed by other sectors of Ontario's economy, the Ontario ag sector is still a powerful economic engine.

### Ontario Ag—a low draw on gov't \$\$\$

#### Ratio of Net Program Payments over Net Operating Income, 2010-2014

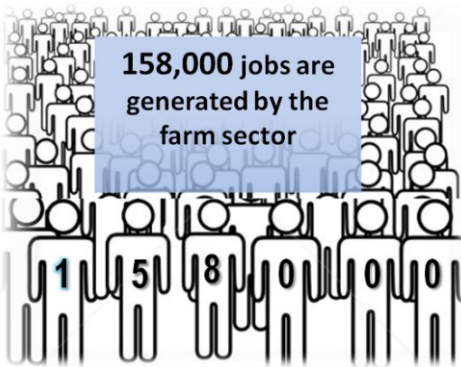


Source: Statistics Canada



# Ontario Ag Stats

## Primary agriculture—on the farm



**\$1.4B**

Ontario's farm sector generates \$1.4 billion in provincial tax revenues

**\$8.1B**

\$8.1 billion in wages and salaries are supported by Ontario farms

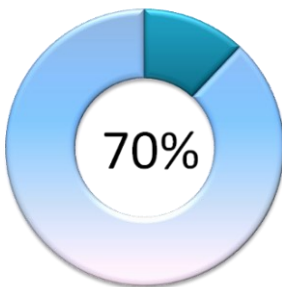
**\$13.7B**

Agriculture contributes \$13.7 billion to Ontario's annual GDP

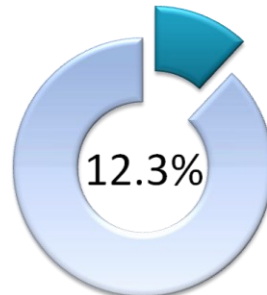
**\$12B**

Ontario farms spend almost \$12 billion on farm inputs

## Rural Ontario—in the community



Rural Ontario is home to 70% of Ontario's farm sector employment

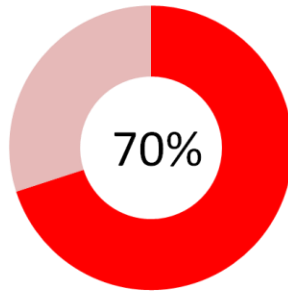


The farm sector is a driving force behind the province's rural economy accounting for 12.3% of rural Ontario GDP

## Ontario Ag Stats

### Along the value chain

---



More than 70% of Ontario farm products remain within the province.

### Along the value chain

---

**\$21,300,000,000**

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Ontario's food and beverage processors contributed \$21.3 billion to the province's GDP in 2012

### Along the value chain

---



Food processing directly employs more than 91,000 workers across Ontario and more than 193,000 secondary jobs in other areas of the economy

**Your Ag is already Big business.  
Now make it Bigger!**

**OFA**  
Ontario Federation of Agriculture

Ontario AgriCentre  
100 Stone Road West, Suite 206, Guelph, Ontario N1G 5L3  
Tel: (519) 821-8883 • Fax: (519) 821-8810 • [www.ofa.on.ca](http://www.ofa.on.ca)

### Checklist to Support Agricultural Growth in Your Municipality

This checklist is accompanied by a *Guide to Support Agricultural Growth in Your Municipality*. Please consult the *Guide* for further information on how to implement the actions in the Checklist, and why they are important for supporting the agricultural sector in your municipality.

#### Land Use Planning

- Outlined a clear definition and policy for on-farm diversification, value-added agriculture, and agri-tourism in municipal policies
- Clearly identified permitted uses, and uses with a lesser connection to agriculture, in

There's big business on your back concessions. Farming and the local businesses directly supporting agriculture have always been a significant and constant contributor to the rural economy of Ontario. Rural municipalities have a big role to play in nurturing agricultural growth. The Ontario Federation of Agriculture makes that easier for municipal councillors with the [\*Checklist to Support Agricultural Growth in Your Municipality\*](#). The Wellington Federation of Agriculture is always ready to work with Wellington municipalities. Please have a look at the checklist, then feel free to call and continue the discussion.



## **PLANNING REPORT for the TOWNSHIP OF WELLINGTON NORTH**

Prepared by the County of Wellington Planning and Development Department

**DATE:** June 23, 2016  
**TO:** Mike Givens, C.A.O.  
 Township of Wellington North  
**FROM:** Linda Redmond, Senior Planner  
 County of Wellington  
**SUBJECT:** **H. Bye Construction Ltd.**  
**Semi-Detached dwellings – Lots 1 & 2, Plan 419 (Mount Forest)**  
**Part Lot Control Exemption**

The purpose of this proposed Part Lot Control exemption is to permit the division of 2 lots within Plan 419, in order for semi-detached dwellings to be subdivided. The lots are currently occupied by 2 semi-detached dwellings and the applicant wishes to further divide the units.

The subject land is designated Residential in the Official Plan and is zoned Residential (R2). The division of land is consistent with Provincial Policy and would conform to the applicable policies of the County Official Plan.

The resultant lots will have sufficient lot area and lot depth to be further divided into a total of 4 semi-detached lots and will meet the requirements of the zoning by-law.

The full description of the parcels and corresponding by-law is attached for Councils consideration. Once the By-law is approved by Council it will be forwarded to the County for registration.

Attached is an overview of Part Lot Control Exemption for Councils information.

Respectfully submitted  
 County of Wellington Planning and Development Department

A handwritten signature in cursive script, appearing to read 'L. Redmond'.

---

Linda Redmond  
 Senior Planner

**What is Part Lot Control**

Once a plan of subdivision has been approved under the Planning Act and registered, landowner may sell any complete lot or block on that registered plan. However, the landowner may not sell a part or piece of the lot or block without further consent under the Planning Act. This is referred to as part lot control and has the effect of preventing any division of land in a registered plan without further approvals.

**What are the Effects of Removing Part Lot Control**

The Planning Act permits a municipality to pass a by-law to remove part lot control from all or part of a registered plan of subdivision. Such a by-law would have the effect of allowing the conveyance of a portion of a lot without requiring the approval of the Land Division Committee. In other words, by lifting part lot control, certain desirable transactions or changes to a plan of subdivision can be allowed to occur expeditiously. Part lot control can be removed only from plans of subdivision which are registered plans within the meaning of the Planning Act.

A property owner may sell a whole lot or block within a registered plan of subdivision, even though the landowner may own abutting lots. Section 50(28) of the Planning Act, R.S.O. 1990, c.P13, requires that part of a lot on a registered plan of subdivision cannot be transferred without the approval of the municipality. Part-lot control has the effect of preventing the division of land in a registered plan, other than that allowed for in the approved plan of subdivision, without further approvals.

**When is exempting land from part-lot control appropriate**

1. Exemption from part-lot control is appropriate when a number of land transactions are involved, but the resulting changes will not affect the nature or character of the subdivision. For example, exemption from part-lot control is commonly used to facilitate the development of industrial subdivisions, where large blocks are further subdivided to accommodate the needs of purchasers. Often in such plans, large blocks of land are registered before any industries have bought land in the subdivision. Since industries have different land use requirements, it is common to find that the proposed lotting does not meet their specific requirements. Approval of some lot changes may be obtained through the Consent (Land Division Committee), however, it may be more appropriate for the municipality to remove part lot control from all or part of the industrial subdivision.
2. Exemption from part-lot control is also used for semi-detached and townhouse developments since individual semi-detached or townhouse lots are not normally indicated on a registered plan of subdivision. This approach is used because of the difficulty the builder would have in ensuring that the common centre wall between two dwelling units was constructed exactly on the property line. Once the foundation is constructed the precise dividing line for the lots can be determined. Reference plans can then be prepared by an Ontario Land Surveyor to describe the property belonging to each unit.

By removing part lot control, the municipality would allow the sale of the individual semi-detached or townhouse lots without consent even though such lots would constitute only parts of lots or blocks on the registered plan. The reference plan description of the relevant part of the lot would be included in the deed which would be registered when the land was sold as part of the legal land transaction. When all properties had been sold and the deeds registered, the part lot control by-law could then be repealed or in this case the by-law will automatically expire. The new part lots could subsequently be resold provided that they were in separate ownership.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 055-16**

**BEING A BY-LAW TO DESIGNATE CERTAIN LANDS TO BE NOT  
SUBJECT TO PART LOT CONTROL PURSUANT TO SECTION 50  
(7) OF THE PLANNING ACT, R.S.O., 1990, AS AMENDED. (Lots 1  
& 2, Plan 419 Mount Forest, Township of Wellington North,— Bye)**

**AUTHORITY:** Planning Act, R.S.O., 1990, as amended, Section 50.

**WHEREAS**, the Council of the Corporation of the Township of Wellington North deems it desirable to exempt land from the provisions of Part Lot Control under Section 50 of the Planning Act, R.S.O., 1990 as amended.

**NOW THEREFORE**, the Council of the Corporation of the Township of Wellington North hereby enacts as follows:

1. **THAT** the provisions of Section 50 (5) of the Planning Act, R.S.O., 1990, as amended shall not apply to the land described as Lots 1 and 2, Registered Plan 419, Township of Wellington North, County of Wellington.
2. **THAT** this By-law shall not come into force and effect until:
  - a) the by-law has been given final approval by the County of Wellington as provided for in Section 50 (7.1) of the said Act;
  - b) the by-law as finally approved has been registered on the title to the subject lands in the local Land Registry / Land Titles Office (Wellington No. 61).
3. **THAT** pursuant to Section 50 (7.3) of the said Act, the provisions of this By-law shall be deemed to be expired upon the date of twelve months from the day of final approval of this By-law by the County of Wellington.

**By-law No. 055-16**  
**Page 2 of 2**

4. **THAT** following the approval of this By-law by the County of Wellington, the Clerk of the Municipality shall register a copy of the By-law in the Land Registry Office for the Registry Division of Wellington.
  
5. **THAT** should the Township of Wellington North amend the by-law, a copy of the amended by-law shall be forwarded to the County of Wellington for its records.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11<sup>th</sup> DAY OF JULY, 2016.**

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**ANDREW LENNOX, MAYOR**

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**KARREN WALLACE, CLERK**





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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11<sup>TH</sup>, 2016**

**FROM: DALE SMALL, ECONOMIC DEVELOPMENT OFFICER**

**SUBJECT: REPORT EDO-2016-18 COMMUNITY IMPROVEMENT PROGRAM**

### **RECOMMENDATION**

**That** the Economic Development Officer report EDO-2016-18 dated July 11th, 2016 with regards to the Community Improvement Program be received;

**AND FURTHER THAT** the Council of the Corporation of the Township of Wellington North approve a one-time grant of \$1,322 under the Façade Improvement Grant program as a result of the improvements made to the Precious Paws Dog Grooming location at 269 Main Street South in Mount Forest.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

There have been numerous reports to council on the Community Improvement Program since the program was approved in May 2012 however none of these reports are related to this application.

### **BACKGROUND**

The Wellington North Community Improvement Program (C.I.P.) was approved in 2012 and has established a framework for the Township support and implementation of programs to encourage the maintenance and rehabilitation of commercial buildings, their facades as well as associated signage and green spaces.

Through this framework the Municipality is able to provide incentives for individuals, businesses, Community Groups and organizations, etc. to enhance their building presentation to the public and/or to support Public Art, in an effort to help stimulate pride in our downtowns.

On June 23rd, 2016 an application was received from the business owner of Precious Paws Dog Grooming in Mount Forest who recently relocated her business into the building at 269 Main Street South in Mount Forest. The request is to assist in covering expenditures related to painting the exterior of the building as well as the installation of new signage.

As part of the process all applications are reviewed by the Community Improvement Plan Review Panel. (April Marshall, Darren Jones & Dale Small) The panel members have reviewed the application and completed the required Decision Matrix which is attached to this report. The Community Improvement Plan Review Panel supports the application and recommends council approve funding.

### FINANCIAL CONSIDERATIONS

This ten year program has proven quite popular and since 2012 twenty-six applications have been received under the Community Improvement Program. The total dollar value of the overall improvements made to our Main Streets is estimated at \$250,908. Of this amount:

- \$ 54,896 (22%) has been covered by grants from the C.I.P.
- \$ 17,500 ( 7%) has been advanced in interest free loans repayable over 5 years
- \$180,012 (71%) has been provided by the applicants

\$10,000 in funding has been approved in the 2016 Economic Development budget to cover applications under the Community Improvement Program. 2016 expenditures to date, including the funding required to cover this application, is \$5,322.

### STRATEGIC PLAN

Do the report's recommendations advance the Strategy's implementation?

X Yes                       No                       N/A

Which pillars does this report support?

<p>X Community Growth Plan  <input type="checkbox"/> Human Resource Plan  <input type="checkbox"/> Brand and Identity  X Strategic Partnerships</p>	<p>X Community Service Review  <input type="checkbox"/> Corporate Communication Plan  <input type="checkbox"/> Positive Healthy Work Environment</p>
---	--

**PREPARED BY:**

**RECOMMENDED BY:**

*Dale Small*

*Michael Givens, CAO*

**DALE SMALL  
ECONOMIC DEVELOPMENT OFFICER**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

**COMMUNITY IMPROVEMENT PLAN : FACADE IMPROVEMENT GRANT & LOAN APPLICATION DECISION MATRIX**

Applicant: **Precious Paws Dog Grooming**

Date Received: **June 23<sup>rd</sup>, 2016**


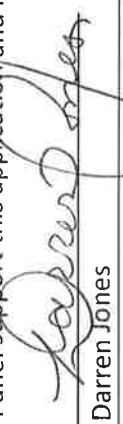

Application #: **F.I.L. & G. # 19**

Amount: **\$1,322.00 Grant**

Date of Community Improvement Plan Review Panel Meeting: **June 28<sup>th</sup>, 2016**

<b>Criteria Number</b>	<b>Criteria</b>	<b>Yes</b>	<b>No</b>	<b>Comments</b>
<b>1</b>	Is the applicant eligible as per the definition outlined in 4.2.4.2 of the Community Improvement Plan	X		Application is being made on behalf of the Business Owner who recently relocated their business into this location.
<b>2</b>	Is the applicant applying for: a) Facade Improvement Grant b) Facade Improvement Interest Free Loan c) Both	X		The applicant is applying for a Facade Improvement Grant in the amount of \$1,322.
<b>3</b>	Is the Property and/or adjacent Public Land within the CIPA boundaries and eligible for funding	X		Property is located at 269 Main Street South in Mount Forest which is within the approved CIPA boundary.
<b>4</b>	Has the application been properly completed including: • Detailed description of improvements • Facade Improvement Checklist • Detailed sketch of the proposed change • Minimum of two quotes obtained	X X X	X	A detailed description has been provided by the applicant including the required checklists. The work has already been completed and as the total cost is below \$5,000 and completed locally the two quotes requirement has been waived.
<b>5</b>	Are property taxes and any other Municipal Accounts receivable up to date	X		All property taxes were verified up to date as at Jun 23 <sup>rd</sup> , 2016
<b>6</b>	Eligible costs associated with Facade Improvement Projects are as follows. Indicate which ones are included: • Repainting or cleaning of the facade • Restoration of facade masonry, brickwork, etc. • Replacement or Repair of cornices, eaves, parapets, etc • Replacement or Repair of Windows • Entrance-way modifications • Redesign of the store front • Removal of signage and installation of new signage	X  X X X		Repairs include repainting the front of the building, window frosting and installation of new sign

**COMMUNITY IMPROVEMENT PLAN : FACADE IMPROVEMENT GRANT & LOAN APPLICATION DECISION MATRIX**

	<ul style="list-style-type: none"> <li>• Restoration of original facade appearance</li> <li>• Replacement or Repair of canopies and awnings</li> <li>• Installation or repair of exterior lighting</li> <li>• Other similar improvements approved by CIPRP</li> </ul>			
<b>7</b>	Facade Improvement Grant amount available is 50% of eligible costs up to a maximum of \$2,500. What amount is being requested and what is the percentage of the overall.	X X X		Overall Cost of exterior improvements: \$2,644 Grant Amount being requested: \$1,322 Percentage of overall Costs: 50%
<b>8</b>	Facade Improvement Loan amount available is an interest free loan up to a maximum \$2,500. This loan must be paid off in equal installments with a maximum amortization of five years. What amount is being requested and what is the amortization period?		X	None
<b>9</b>	Will the goods and services to complete the required work be performed by local businesses/suppliers.		X	The improvements to the building were completed by a local contractor.
<b>10</b>	Is the targeted completion date within 8 months from date of approval or is an extension required?		X	The work has been completed and the business opened at this new location in June 2016
<b>11</b>	Other comments from the Review Panel	These improvements qualify for funding under the Community Improvement program and we recommend council approve the request.		
<b>Recommendation</b>	That the Community Improvement Review Panel support this application and makes a motion for council approval.		Yes XXX	No
	 April Marshall	 Darren Jones	 Dale Small	



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**Township of Wellington North**  
 7490 Sideroad 7 West,  
 Kenilworth, ON N0G 2E0  
 Phone: 519-848-3620  
 www.wellington-north.com

## Facade Improvement Loan and Grant Program Application Form

The purpose of this program is to encourage facade improvements for privately owned commercial buildings in the Community Improvement Areas within Arthur and Mount Forest. Grant assistance is provided in the form of a 50/50 matching interest free loan, which is paid upon completion of the previously approved work(s). This program offers a loan for eligible work to a maximum limit of \$2,500 per property. Please review the specific grant program terms and conditions found in the Community Improvement Plan and contact the Business Economic Manager for current limits.

Application Number (assigned by staff):	F.I.L. + G. #19
Date Application Received:	JUNE 23/16

PROPERTY INFORMATION			
Municipal Address	Street Num: 269	Street Name: main st.	Unit Num:
Commercial Name (if applicable)	Precious Paws Dog Grooming		
Registered Plan Number:	Registered Plan Lot/Block No.		005-09400-0000

OWNER and APPLICANT INFORMATION			
Property Owner Information (check one)		Person(s)	Company
Registered Land Owner:	Surname: Good	First name: Darryl	
Name:	(if Company) 2179725 ONTARIO	Company Officer:	LIMITED
Address:	Street No. 23	Street Name: STEWART DR	Unit Num: RR #1
Municipality: GUELPH	Province: ONT	Postal Code: N1H-6H7	
Telephone:	No: ( )	Fax: ( )	Email:

Applicant Information (if different than Owner):			
Application Contact:	Surname: Sokalski	First name: Tanya	
Name:	(if Company) Precious Paws Dog Grooming	Company Officer:	
Address:	Street No. 44	Street Name: Highland Rd.	Unit Num:
Municipality: Clifford	Province: ON	Postal Code: N0G 1M0	
Telephone:	No: (519) 993-7088	Fax: ( )	Email: blueveivet8@hotmail.com

I hereby make the above application for a **Facade Improvement Loan and Grant**, declaring all the information contained herein is true and correct, and acknowledging the Township of Wellington North process the application based on the information provided.

Signature:	Title: OWNER
Printed Name of Signatory: Tanya Sokalski	Date: June 22 '16

The personal information on this form is collected under the legal authority of the Planning Act, Section 2. The personal information will be used for determining your eligibility for a grant/loan. If you have any questions about the collection, please contact the Clerk-Administrator at 519-848-3620 ext. 32.

## DESCRIPTION OF IMPROVEMENTS

- Please provide a detailed, written description of the proposed improvements. Attach one (1) copy of a prepared sketch showing the proposed improvements.

- re-painted front of building
- installed new sign
- window frosting

list of expenses:

- ↳ exterior paint + primer
- ↳ signage.

## PHOTOGRAPHS

- Please attach a photograph of the existing façade/signage.



NEW FACADE/SIGNAGE IMPROVEMENTS <sup>034</sup>





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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11, 2016**

**FROM: DARREN JONES  
CHIEF BUILDING OFFICIAL**

**SUBJECT: CBO 2016-08 BUILDING PERMIT REVIEW  
PERIOD ENDING JUNE 30, 2016**

### **RECOMMENDATION**

THAT Council of the Corporation of the Township of Wellington North receive Report CBO 2016-08 Building Permit Review for the period ending June 30, 2016.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

1. CBO 2016-07 Building Permit Review Period Ending May 31, 2016

### **BACKGROUND**

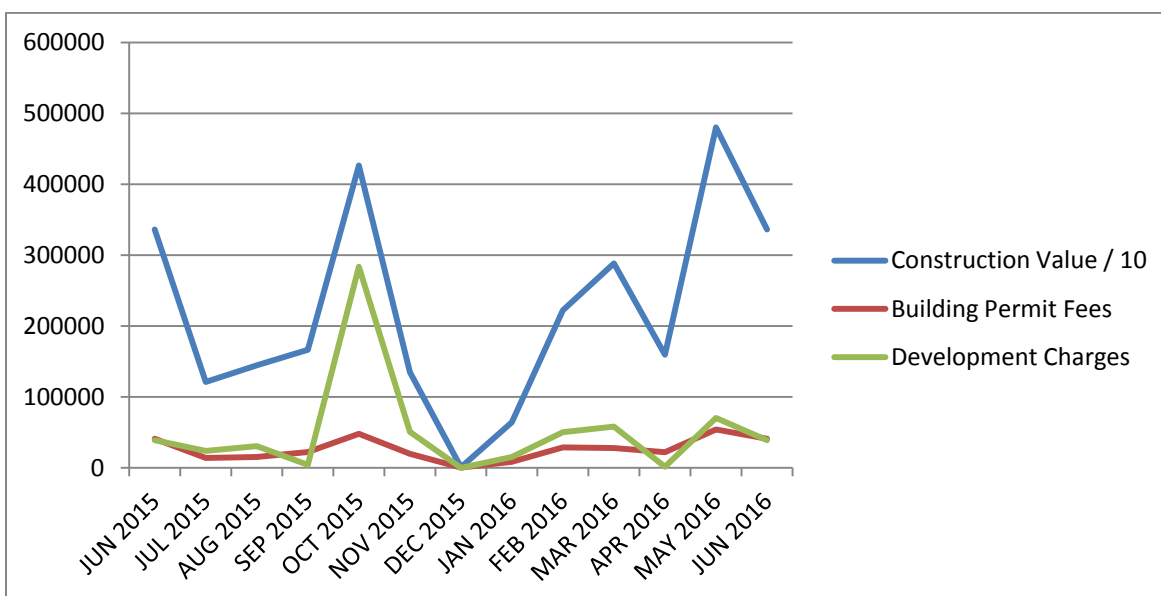
<b>PROJECT DESCRIPTION</b>	<b>PERMITS ISSUED</b>	<b>CONSTRUCTION VALUE</b>	<b>PERMIT FEES</b>	<b>DEV. CHARGES</b>
Single Family Dwelling	5	1,886,500.00	14,273.65	39,144.00
Multi Family Dwelling	0	0.00	0.00	0.00
Additions / Renovations	5	156,000.00	2,707.00	0.00
Garages / Sheds	5	68,800.00	1,555.00	0.00
Pool Enclosures / Decks	6	38,000.00	1,153.00	0.00
Commercial	0	0.00	0.00	0.00
Assembly	2	2,600.00	254.00	0.00
Industrial	0	0.00	0.00	0.00
Institutional	1	6,000.00	255.00	0.00



Agricultural	5	1,140,000.00	19,077.00	0.00
Sewage System	3	58,500.00	1,527.00	0.00
Demolition	2	6,800.00	254.00	0.00

Total May 2016	34	3,363,200.00	41,055.65	39,144.00
Total Year to May 2016	128	14,868,853.00	174,207.67	219,755.60

12 Month Average	21	2,121,892.92	25,211.22	52,382.27
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10 Year Monthly Average	30	2,971,142.70	26,883.32	36,327.48
10 Year, Year to Date Average	112	11,754,049.10	104,001.79	136,452.95

**FINANCIAL CONSIDERATIONS**

None.

**STRATEGIC PLAN**

This report does not directly relate to the implementation of the Township of Wellington North Strategic Plan.

Do the report's recommendations advance the Strategy's implementation?

Yes No N/A

Which pillars does this report support?

 Community Growth Plan Community Service Review Human Resource Plan Corporate Communication Plan Brand and Identity Positive Healthy Work Environment Strategic Partnerships None

**PREPARED BY:**

**RECOMMENDED BY:**



*Mike Givens*

**DARREN JONES**  
**CHIEF BUILDING OFFICIAL**

**MICHAEL GIVENS**  
**CHIEF ADMINISTRATIVE OFFICER**



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11, 2016**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2016-035 REPORT TO APPOINT AN ENGINEER FOR  
DRAINAGE WORKS ON MUNICIPAL DRAIN (EDEN DRAIN)**

#### **RECOMMENDATION**

**THAT** Report CLK 2016-035 being a report to appoint an engineer for drainage works under the Drainage Act on Lot 34, E OSR (Eden Drain), be received;

**AND FURTHER THAT** Council appoints K. Smart & Associates Limited as the engineer and directs them to prepare a preliminary report if necessary or proceed directly with the final report pursuant to the *Drainage Act*.

#### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Report CLK 2016-031 being a report regarding a petition for drainage works under the Drainage Act

#### **BACKGROUND**

On May 16, 2016 a Petition for Drainage Works by Owners under the *Drainage Act* (the Act) was filed with the Clerk of the Township of Wellington North for drainage works to be constructed on Lot 34, E OSR. Drainage works will cross Highway 6 north of Arthur.

Council of the Township of Wellington North approved the works under the Petition and notices were sent to the agencies and impacted property owners on June 7, 2016.

The thirty day appeal period expired on July 7, 2016. As of the date of writing this report no appeals had been received. As such, Council now has the authority to appoint the engineer for the project.

Once appointed the engineer will prepare a report on required drainage works. The report will include the below:

- Plans, profiles and specifications of the drainage works and a description of the area requiring drainage.
- An estimate of total costs.
- An assessment schedule showing the amount or proportion of the cost to be assessed against every parcel of land and road benefit, outlet liability and injuring liability.
- Such other measure as are provided under the *Drainage Act*.

The engineer has six months to prepare the report unless the time period is extended by Council resolution.

### FINANCIAL CONSIDERATIONS

There are no financial implications as a result of this report. The cost of the engineer's report will be borne by the petitioners.

Note-engineering costs incurred prior to the municipal appointment of the engineer cannot be included as part of the project costs and are not an eligible cost item for grant payment.

### STRATEGIC PLAN

Do the report's recommendations advance the Strategy's implementation?

Yes

No

N/A

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE, CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



7490 Sideroad 7 W, PO Box 125,  
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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11, 2016**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2016-039 BEING A REPORT ON BUSINESS  
LICENSING BY-LAW**

### **RECOMMENDATION**

**THAT** Report CLK 2016-039 being a report on Business Licensing by-law be received;  
**AND FURTHER THAT** the Mayor and Clerk be authorized to sign the Business Licensing by-law.

### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

CLK 2016-024 being a report on Business Licensing

### **BACKGROUND**

At the May 9, 2016 Administration and Finance Committee the following recommendation was made:

**THAT** Report CLK 2016-024 being a report on Business Licensing in the Township of Wellington North be received;

**AND FURTHER THAT** staff be directed to receive a legal opinion on the draft by-law;

**AND FURTHER THAT** staff be directed to bring a Business Licensing by-law and amendment to the licensing schedule of Fees and Charges By-law 88-15, to a future meeting of Council.

The municipal solicitor reviewed the draft by-law and had no concerns.

Section 4.5 of the by-law provides that “No person or corporation may conduct Door to Door Sales pursuant to Section 128(1) of the Municipal Act, 2001 unless they have prior permission from a landowner or tenant of the premises.” If a company wishes to conduct door to door sales, they must have a license and as part of the application process to obtain their license they must provide a letter of permission from each individual they wish to solicit.

### FINANCIAL CONSIDERATIONS

There is no financial implication as the result of receiving this report.

### STRATEGIC PLAN

Which pillars does this report support?

- |  |  |
|--|--|
| <input type="checkbox"/> Community Growth Plan             | <input checked="" type="checkbox"/> Community Service Review |
| <input type="checkbox"/> Human Resource Plan               | <input type="checkbox"/> Corporate Communication Plan        |
| <input type="checkbox"/> Brand and Identity                | <input type="checkbox"/> Positive Healthy Work Environment   |
| <input checked="" type="checkbox"/> Strategic Partnerships |  |

By streamlining the administrative requirements, it encourages business to locate and remain in Wellington North. By providing further restrictions on door to door sales, it may help in protecting vulnerable residents in Wellington North.

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE  
CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF July 11, 2016**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2016-040 BEING A REPORT ON HOUSEKEEPING  
ZONING BY-LAW AMENDMENTS (MAAS)**

#### **RECOMMENDATION**

**THAT** Report CLK 2016-040 being a report on housekeeping rezoning amendments (Maas) in the Township of Wellington North be received for information.

#### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

#### **BACKGROUND**

Frank Maas and Catherine Higdon filed an application B37/15 on Part Lot 11, w/s Normanby Steet, Mount Forest for a proposed lot line adjustment of 15.2m x 15m = 228 square metres with no frontage, vacant land to be added to abutting apartment building for proposed parking and snow storage with a retained parcel of 57.1m fr x 15m = 857 square metres, vacant land for proposed urban residential use.

In the municipal commenting form, the Township of Wellington North requested the following conditions:

- the Owner satisfy the requirements of the local municipality in reference to parkland dedication (this is waived because it is a lot line adjustment)
- the Owner satisfy all the requirements of the local municipality, financial and otherwise which the local municipality may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject lands;
- safe driveway access is addressed to the satisfaction of the municipality

- A Buffer Area (fencing) must be provided on the severed as per section 6.3 of zoning by-law 66-01
- The applicant must receive site plan approval to address storm water management
- servicing is addressed to the satisfaction of the municipality
- the severed parcel must receive zoning compliance to allow for the parking lot use

The last two conditions were inadvertently omitted by the County of Wellington when they issued their Notice of Decision. They have, however, advised they will include this as a housekeeping amendment in their next review.

### FINANCIAL CONSIDERATIONS

There are no financial implications by receiving this report.

### STRATEGIC PLAN

Do the report's recommendations advance the Strategy's implementation?

Yes                       No                       N/A

Which pillars does this report support?

- |   |  |
|---|--|
| <input type="checkbox"/> Community Growth Plan  | <input type="checkbox"/> Community Service Review          |
| <input type="checkbox"/> Human Resource Plan    | <input type="checkbox"/> Corporate Communication Plan      |
| <input type="checkbox"/> Brand and Identity     | <input type="checkbox"/> Positive Healthy Work Environment |
| <input type="checkbox"/> Strategic Partnerships |  |

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE  
CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**





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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11, 2016**

**FROM: KARREN WALLACE, CLERK**

**SUBJECT: REPORT CLK 2016-043 BEING A REPORT ON REGULATING THE  
SETTING OF OPEN AIR FIRES WITHIN THE TOWNSHIP OF  
WELLINGTON NORTH**

**RECOMMENDATION**

**THAT** Report CLK 2016-043 being a report on regulating the setting of Open Air Fires within the Township of Wellington North be received;

**AND FURTHER THAT** Council give first and second reading to By-law 057-16 being a By-law to regulate the Setting of Open Air Fires at the July 11, 2016 Council meeting;

**AND FURTHER THAT** the Mayor and Clerk be authorized to sign the Open Air Burn By-law after third reading on August 15, 2016;

**AND FURTHER THAT** the Mayor and Clerk be authorized to sign the by-law to amend Schedule "D" of the Fees and Charges By-law 088-16 at the August 15, 2016 meeting of Council after the third reading of the Open Air Burn By-law 057-16.

**PREVIOUS REPORTS PERTINENT TO THIS MATTER**

N/A

## BACKGROUND

At the February 29, 2016 meeting of Council the following resolution was passed:

*THAT the Council of the Corporation of the Township of Wellington North direct staff to review By-law 006-15 being a By-law to regulate the setting of open air fires within the Township of Wellington North and to bring an amended draft by-law to a future Council meeting.*

A Working Group was struck, comprised of Chair Lisa Hern, Mayor Lennox, Fire Chief Guilbault, Acting Station Chief Hieber, Captains Guidotti, Murphy, Bender, Irvine, Clerk Karren Wallace and Administrative Support Carol Hartt. The Chief Administrative Officer attended most meetings.

The Working Group met on March 29, April 26, May 17, May 31 and June 28, 2016, and minutes of these meetings were received by Council.

An information session for the public and stakeholders was held on April 13, 2016 which was attended by approximately 100 individuals. Feedback and suggestions were received and the most common theme seemed to be the need for a simplified process and communication/education component.

The Working Group developed a revised by-law, a communication strategy and a revised application/permit form.

Attachments:

- Schedule "A"- draft by-law
- Schedule "B"- draft permit/application
- Schedule "C"- Communication strategy
- Schedule "D"- amending by-law to fees and charges bylaw

It should be noted that after passing the by-law, the set fines and short form wording must be approved by the Ministry of Attorney General, after which they become effective. This process generally takes up to one month.

Once Council gives first and second reading to the by-law, the communication strategy will be implemented to ensure that as many stakeholders as possible are aware of the by-law and that third reading is to take place at the August 15, 2016 meeting of Council.

The on-line permitting form will be developed and ready for full implementation before January 1, 2017.

Placing controlled burn signage at the site of permitted burns was suggested at the public information session as a way to reduce calls to the fire department from passer's by who do not realize the owner has a permit. This was discussed at length in the Working Group and it was determined that this may result in an out of control fire not being called in by a passerby. Also, signage would not be permitted on MTO roadsides, which may cause confusion with residents.

Another suggestion made at the public information was to have permit holders call the fire station before lighting and after extinguishing a permitted fire. The Working Group concluded that the fire department would have to respond if a fire is called in, even if a permit holder had called so it was agreed the call-ins would not be beneficial. Prospective permit holders will always have the opportunity to speak with Fire personnel (Fire Chief, Fire Prevention Officer) if they had questions regarding burning.

### FINANCIAL CONSIDERATIONS

There are no financial implications of receiving the report or passing the proposed by-law. The fire department has an operating budget that will not be impacted by the passage of the by-law.

There will be costs associated with the communication strategy, particularly for the development of the on-line application/permit process. The costs are unknown at this time, but may be up to \$2,500.00.

### STRATEGIC PLAN

Which pillars does this report support?

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Community Growth Plan<br><input type="checkbox"/> Human Resource Plan<br><input type="checkbox"/> Brand and Identity<br><input type="checkbox"/> Strategic Partnerships | <input checked="" type="checkbox"/> Community Service Review<br><input checked="" type="checkbox"/> Corporate Communication Plan<br><input type="checkbox"/> Positive Healthy Work Environment |
|---|--|

By enacting a new by-law it reduces red tape and simplifies the application and permitting process. Ensuring communication and education are key to the success of the by-law works toward strengthening partnerships with stakeholders in the community.

**PREPARED BY:**

**RECOMMENDED BY:**

*Karren Wallace, Clerk*

*Michael Givens, CAO*

**KARREN WALLACE  
CLERK**

**MICHAEL GIVENS  
CHIEF ADMINISTRATIVE OFFICER**

## SCHEDULE "A"

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH****BY-LAW NUMBER 0XX-16****BEING A BY-LAW TO REGULATE THE SETTING OF OPEN AIR FIRES  
WITHIN THE TOWNSHIP OF WELLINGTON NORTH AND TO REPEAL  
BY-LAW 006-15**

**THE** Council of the Corporation of the Township of Wellington North hereby enacts as follows:

**1. Definitions**

For the purpose of this by-law, the following definitions apply:

"Agricultural Use" means a use of land, buildings or structures for farming or agriculture that includes a detached dwelling accessory to the main farming

"Barbeque" means an appliances or structure designed and intended solely for the cooking of food in the open air

"Burn Barrel" means a metal barrel not exceeding 170 L (45 gallons)

"Cooking Fire" means a fire used to cook food

"Extinguishing Agent" means a material used with fixed, automatic, or portable fire extinguishing systems to suppress or put out fires and include water or fire extinguisher

"Fire Chief" means the Chief of the Fire Department of the Township of Wellington North or designate

"Outdoor Fire Place" means a structure for containing fires outside of the home that are similar in construction to an indoor fireplace

"Owner" means the registered owner and/or any person, firm or corporation having control over or possession of any portion of a building or property.

"Permit" means a permit for Open Air Burning, issue by the Township of Wellington North

“Public nuisance” means excessive smoke, odour, airborne sparks, embers or particules of burnt materials that may be a concern to others, increase fire hazards, be adverse to public safety or generating false alarms.

“Recreational Camp Fires” means burning in an open area, pit or with the use of a recreational burning device.

“Sky Lanterns” means a hot air balloon made of paper, with an opening at the bottom where a small fire is suspended

“Township” means the Corporation of the Township of Wellington North.

“Township Office” shall mean the Township of Wellington North Municipal Office located at 7940 Sideroad 7 West, KENILWORTH, ON

“Urban area” means properties located in the geographic limits of Arthur and Mount Forest as shown on the map in Schedule “B”

## **2. Administration**

2.1. This by-law shall be administered and enforced by the Fire Chief or designate.

2.2. The Fire Chief or designate may issue a total ban on Open Air Burning if conditions warrant (except for the use of barbeques).

2.3. The Fire Chief or designate may order any person to extinguish any fire when there is a breach of any of the provisions of this By-law or where, in their opinion, there is a danger of such fire spreading or otherwise endangering life or property.

2.4. The Fire Department shall be exempt from the provisions of this by-law for the purposes of educating and training.

## **3. General Provisions for all Fires**

3.1. The fire must be under the care and control of an individual over the age of 18 years, from the time of lighting until it is completely extinguished.

3.2. Appropriate extinguishing agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.

- 3.3. The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents including smoke entering into a neighboring residence or building or across a highway.
- 3.4. Should the Fire Department be dispatched to a complaint regarding public safety or nuisance, the Fire Department will have the discretion to determine compliance with the by-law and this discretion shall be final.
- 3.5. Anyone who lights a fire in the Township is responsible and liable for any damage to property or injury to persons resulting from the fire.
- 3.6. Sky lanterns may not be released anywhere in the Township.
- 3.7. Individuals under the age of 18 may not be in the care and control of a fire.
- 3.8. In order to seek an exemption to provisions within this by-law, persons must submit a written request, on the form provided, to the Fire Chief for his/her approval.
- 3.9. The burning of household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, coated wire, plastic, combustable cylinders, aerosol cans and petroleum based products is prohibited.

#### **4. Permit to Burn Safely outside of Urban Areas**

- 4.1. Permits are required for any person wishing to have an open air burn larger than 1 m (3 ft) in diameter.
- 4.2. Permits are not issued to property owners who reside within in the urban areas of Wellington North.
- 4.3. Permits are only issued to property owners, or to an agent with written permission of the property owner.
- 4.4. Permits are not required for burn barrels (where allowable), recreational camp fires, outdoor fireplaces, cooking fires or barbeques.
- 4.5. Any changes to the information on the permit or exemptions sought to any condition must be submitted in writing to the Township prior to lighting a fire.
- 4.6. Permits are valid to December 31 in the year issued.
- 4.7. Permits will not be issued unless a 911 number is posted at the property.

- 4.8. The holder of a permit issued shall comply with all conditions and/or restrictions in this by-law.
- 4.9. Open air burning shall only be lit or ignited ½ hour after sunrise and be extinguished ½ hour before sunset.
- 4.10. The fire shall not be planned, lit or ignited closer than 30 m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- 4.11. For a burn exceeding an of 3 m x 3 m x 2 m high (10 ft x 10 ft x 6.5 ft high) an inspection by the Fire Chief or designate is required prior to lighting the fire.

## **5. Recreational Camp and Cooking Fires**

- 5.1. The burn area must be contained by non-combustable material and be no larger than 1 m (3 ft).
- 5.2. A fire shall be a minimum of 4.5 m (15 ft) from any combustible material and adjacent property/lot lines.
- 5.3. Only paper or kindling may be used to start the fire.
- 5.4. Leaves, compostable material and yard waste may not be burned in urban areas.

## **6. Barbeques**

- 6.1. The only fuel that may be used, is a commercially produced charcoal or briquette, or a flammable liquid commercially produced for the purpose of cooking, such as natural gas or propane gas.
- 6.2. No person shall light, ignite or start, a fire in a grill or barbeque on a balcony of any building containing two (2) or more dwelling units.

## **7. Burn Barrels**

- 7.1. The use of Burn Barrels shall not be permitted within the urban areas, unless in the instances of a strike or lockout and are located on an industrial or commercial property under constant supervision.



7.2. A Burn Barrel must be in sound condition with a metal mesh screen over the top.

7.3. Vent holes must be punched in the side for ventilation, and drainage holes in the bottom with the adequate clearance from surrounding vegetation or structures.

## **8. Offence**

8.1. Any person who contravenes provisions of this by-law or fails to comply with an order given shall, pay the fee for the emergency service in accordance with the Township's Fees and Charges By-law for Fire Department Services and Rescue Operations, as established by by-law from time to time.

8.2. Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act and set out in Schedule "A".

## **9. Transition Period**

9.1 All valid permits issued under By-law Number 006-15 will be considered to be issued under this by-law.

9.2 Property owners or their agents do not have to obtain a new permit to burn

## **10. Enactment**

10.1 This By-law shall take effect and become in full force and effect upon the day of third reading and passage thereof.

**READ A FIRST AND SECOND TIME THIS 11TH DAY OF JULY 2016.**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**

**READ A THIRD TIME AND FINALLY PASSED THIS                      DAY OF**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**

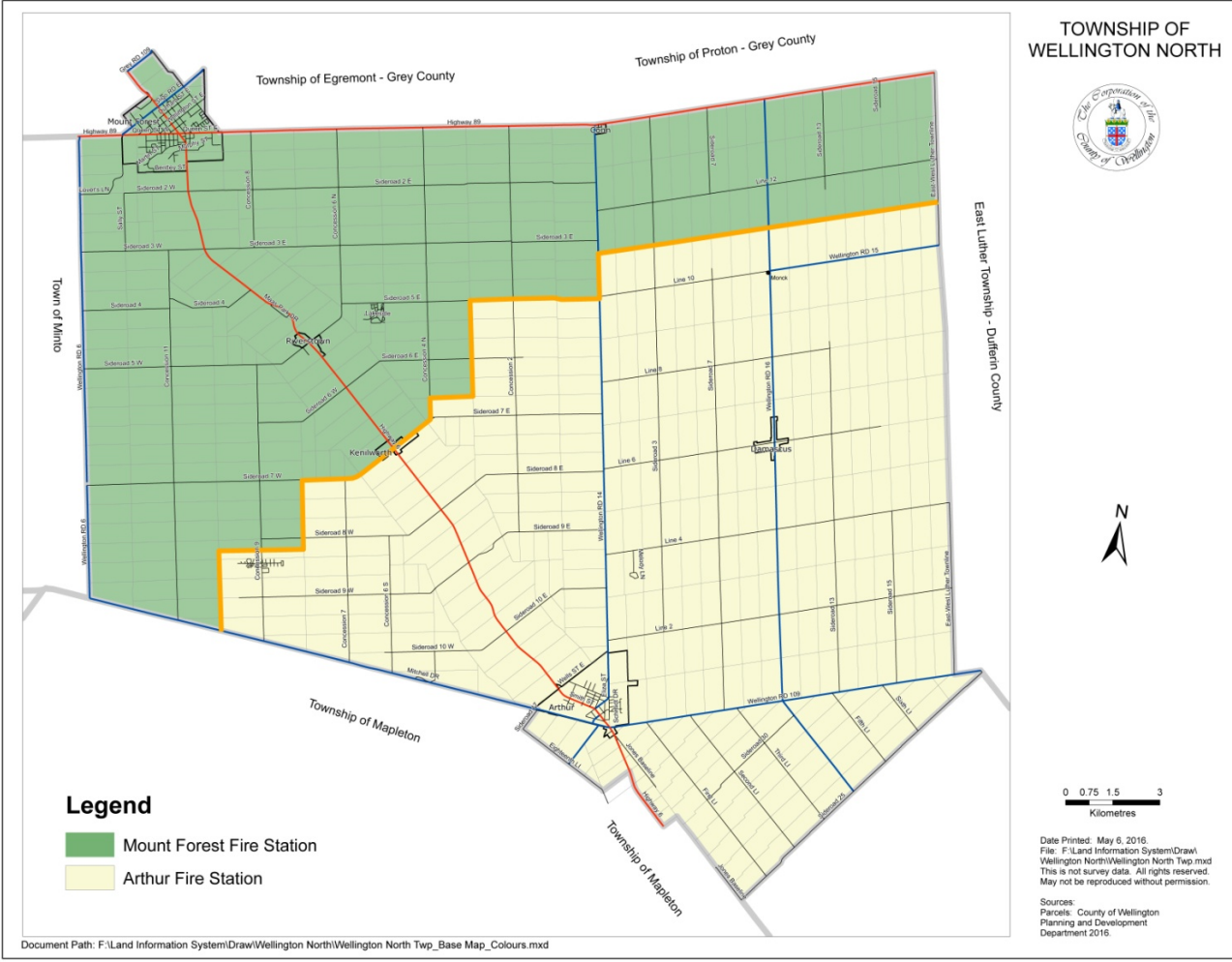
**SCHEDULE "A"**  
**PART I Provincial Offences Act**  
 By-law Number 057-16

053

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	PROPOSED
1.	Burn fire when a burn ban is in effect	Section 2.2	\$295.00
2.	Fail to extinguish a fire when ordered	Section 2.3	\$295.00
3.	Fail to maintain care and control of a fire.	Section 3.1	\$295.00
4.	Fail to keep property extinguishing agents on hand	Section 3.2	\$295.00
5.	Permit fire to cause discomfort, nuisance including smoke in a house or roadway	Section 3.3	\$295.00
6.	Permit sky lanterns to be released	Section 3.6	\$295.00
7.	Permit an individual under 18 to be in care and control of a fire	Section 3.7	\$295.00
8.	Permit to be burned household garbage, tires, and other prohibited material	Section 3.9	\$295.00
9.	Set fire without permission/permit	Section 4.1	\$295.00
10.	Permit Open Air Burning outside of permitted times	Section 4.9	\$295.00
11.	Permit Open Air Burn within 30 m (100 ft) of structure.	Section 4.10	\$295.00
12.	Permit an open air burn exceeding 3mx3mx2m high without inspection	Section 4.11	\$295.00
13.	Permit a residential, camp or cooking fire burn area to exceed 1 m (3 ft) in diameter	Section 5.1	\$295.00
14.	Permit a residential, camp or cooking fire burn area less than 4.5 m (15 ft) adjacent to combustible material	Section 5.2	\$295.00
15.	Permit leaves, compostable material and yard waste burned in urban area	Section 5.4	\$295.00
16.	Permit Burn Barrel to be used in residential area.	Section 7.1	\$295.00

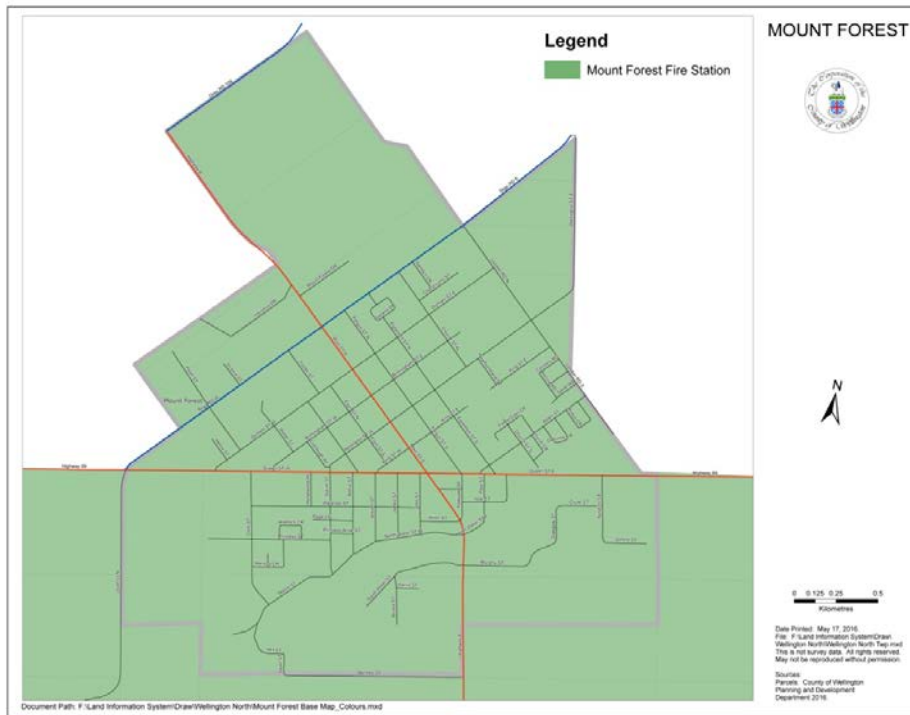
# SCHEDULE "B" – MAPS

## WELLINGTON NORTH FIRE SERVICE AREAS

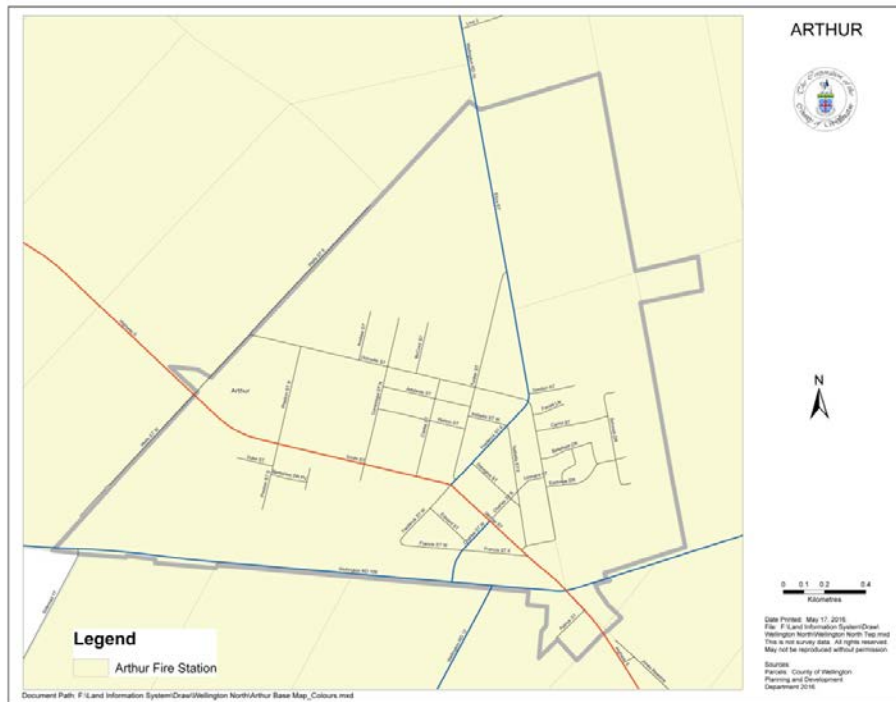


# URBAN AREAS

## Mount Forest



## Arthur





7490 Sideroad 7 W, PO Box 125,  
Kenilworth, Ontario, N0G 2E0  
[www.wellington-north.com](http://www.wellington-north.com)

519.848.3620  
1.866.848.3620 FAX 519.848.3228



**APPLICATION FOR A PERMIT TO BURN SAFELY**

DATE ISSUED  _____	VALID TO:  <u>December 31, 2016</u>	FIRE STATION:  <input type="checkbox"/> Mount Forest 519-323-3500 <input type="checkbox"/> Arthur 519-848-3500
Address of Proposed Burn (** include 911 #):  _____  _____  _____		Property Owner: _____  Phone: _____  Cell: _____  Email: _____
<p><i>**fire permits will not be issued without a 911 sign posted at the property</i></p> <p><b>WHAT DO YOU PROPOSE TO BURN</b></p> <input type="checkbox"/> Wood/Brush  <input type="checkbox"/> Organic material  <input type="checkbox"/> Paper Products		<p>For burns larger than 10'X10'x 6.5' high (3m X 3m X 2m high) an inspection is required prior to lighting the fire</p> <input type="checkbox"/> I require an inspection prior to lighting the fire

***By signing below, I am hereby indicating that I am 18 years old, am the owner/agent of the subject property and have read the terms of the Application for Setting Open Air Fires and By-law and I agree to the terms:***

\_\_\_\_\_  
Signature of Applicant/Owner/Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Issuer

\_\_\_\_\_  
Date

Personal information on this form is collected under the authority of the Municipal Act, 2001. The information collected and maintained for the purpose of creating a public record pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. Please direct questions about the collection of information to the Clerk at 519-848-3620

**Initials of applicant:** \_\_\_\_\_

I, as an applicant for setting open air fires in the Township of Wellington North, agree to the following terms, set out in By-law Number 057-16.

- The fire must be under the care and control of an individual (18 years of age or older) from the time of lighting until it is completely extinguished.
- The fire must not be planned, lit or ignited closer than 30m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- If the Fire Pit or Fire Pit Area is larger than an area of 3 m x 3 m x 2 m high (10 ft x 10 ft x 6.5 ft high), the Fire Chief or designate must inspect the pile prior to burning
- Appropriate extinguishing agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.
- Wood, organic materials and paper products are the only material that may be burned.
- The following materials may not be burned under any circumstances: household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, coated wire, plastic, combustable cylinders, aerosol cans and petroleum based products.
- Other provincial legislation may have an impact on your fire and the conditions of your burn.
- The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents.
- An approved/valid permit is valid for the calendar year (up to December 31 of the year issued).
- The applicant must be the registered owner of the property or agent authorized in writing.
- Applicants are required to fill out one application per property for each burn.
- A permit will not be issued for a property that does not have a posted 911 Number.
- The Fire Chief or designate may issue a total ban on Open Air burning if conditions warrant.
- There is no need to call the fire station before you burn provided you have an approved/valid permit.

**THE OPEN AIR BURNING BY- LAW WILL BE STRICTLY ENFORCED  
PLEASE READ THE ATTACHED BY-LAW.**

**Arthur Fire Station – Phone: 519-848-3500    Mount Forest Fire Hall – Phone: 519-323-1441**

## SCHEDULE "C"

**BURN BYLAW COMMUNICATION STRATEGY****Statement of purpose**

To educate the public on the importance of fire safety and the rules and regulations regarding recreational/campfire or permitted open air burn fires in Wellington North. Create an improved dialogue with the public regarding the burn by-law and streamline the application process, making it user friendly and easily accessible on the website.

**Status**

The Township of Wellington North is undergoing a review of the open air burn bylaw. A Working Group was struck and public input was sought at a meeting held in April 2016. The Group has developed a draft bylaw which Council will consider on July 11, 2016. The Group wishes to communicate to the public in the lead up to the third reading of the of the bylaw by Council, which is anticipated to be August 15, 2016

**Audience**

The target audience is property owners, tenants, businesses, service clubs and groups in Wellington North.

**Key Messaging**

- Safety first
- Take care and control of your fire
- Be a responsible neighbour
- Be a safe distance from buildings, trees, etc.

**Suggested slogans/catchphrases for magnets and fliers:****SPARKY SAYS, PLEASE**

- Learn before you burn!
- Don't have neighbours choke on your smoke!
- Where is your fire-where could it go?
- Not following the rules is for fools!
- Size matters, check the rules before lighting your fire

<b>COMMUNICATION STRATEGY</b>			
<b>TIME LINE</b>	<b>EVENT</b>	<b>MESSAGE</b>	<b>CHANNELS OF COMMUNICATION</b>
July 11, 2016	July 11, 2016 Council meeting	Consider the bylaw and provide first and second reading	Agenda posting
			Report to Council
			Notice of first and second reading posted on website
July 12-August 12	August 15 Council and third reading	Third and final reading and passage of by-law	Front Counter
			Libraries
			Bulletin boards
			Signage at fire stations
		Email permit holders	
		Direct mail to individuals who signed up at information session & all permit holders	
		Media releases	Standard print
		Website	
		Twitter	
		Radio interview Fire Chief	TheRiver
		Print media	The Mirror
			The Wellington Advertiser
			The Confederate and Enterprise
	Working Group	Input from stakeholders	Hold a meeting to review input if necessary
	Staff Training	Inform firefighters of changes	Training sessions for both stations
August 15, 2016	August 15 Council meeting to give third reading to the by-law	Council meeting	Agenda posting
			Report to Council
			Notice of passage posted on website



August 16 onward	Passage of by-law	Inserts bills to MF/Arthur residents	Wellington North Power
		Fridge magnets	Special "Sparky" events Schools Fire Hall open houses Front Counter Other events attended by fire department
		Continued education	Staff, media
		Media releases	Standard print Website Twitter
		Radio interview with Fire Chief	The River
		Notices	Bulletin boards/front counter Libraries Signage at fire stations Inserts with blue boxes Email permit holders Target select populations with handouts at specific stores
		On-line permitting process	Inform permit holders of the process for on-line applications effective January 2017.

SCHEDULE "D"

Amendment to Schedule "D" of Fees and Charges By-law 088-15

<b>Open Air Burning:</b>	Current MTO Rates	AMENDMENT
Where burn is in contravention with Open Air Burn By-law and/or Fire Prevention and Protection Act	\$450.00 per vehicle per hour	<del>\$450.00 per vehicle per hour</del>
	\$225.00 Per Half Hour thereafter	<del>\$225.00 Per Half Hour thereafter</del>
	Clean up costs to cover materials used	<del>Clean up costs to cover materials used</del>
	<b>Plus</b> Administration Fee of \$50.00 per hour	<b>Plus</b> Administration Fee of \$50.00 per hour <b>per firefigher</b>

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
RECREATION & CULTURE COMMITTEE MINUTES  
JUNE 14, 2016 AT 8:30 A.M.**

062

The meeting was held in the Meeting Room of the Mount Forest & District Sports Complex.

**Committee Members Present:**

- Steve McCabe, Councillor, Chairperson
- Andy Lennox, Mayor
- Dan Yake, Councillor
- Lisa Hern, Councillor
- Barbara Dobreen, Councillor, Township of Southgate

**Staff Members Present:**

- Barry Lavers, Director of Recreation, Parks & Facilities
- Michael Givens, Chief Administrative Officer
- Tom Bowden, Arthur Facilities Manager
- Mark McKenzie, Mount Forest Facilities Manager
- Cathy Conrad, Executive Assistant

**CALLING THE MEETING TO ORDER**

Chairperson McCabe called the meeting to order.

**PASSING AND ACCEPTANCE OF AGENDA**

**RESOLUTION REC 2016-12**

Moved by: Councillor Dobreen

Seconded by: Councillor Yake

*THAT the agenda and the supplementary agenda for the June 14, 2016 Recreation & Culture Committee meeting be accepted and passed.*

**CARRIED**

**DISCLOSURE OF PECUNIARY INTEREST(S) AND THE GENERAL NATURE THEREOF**

No declarations of pecuniary interest were declared

**MINUTES OF PREVIOUS MEETING**

The minutes of the April 19, 2016 Recreation & Culture Committee meeting were received and adopted by Council at the Regular Meeting of Council held on May 2, 2016.

**BUSINESS ARISING FROM MINUTES**

No business arising from minutes was tabled.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
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JUNE 14, 2016 AT 8:30 A.M.**

063

**DELEGATIONS**

No delegations present.

**NEW BUSINESS**

1. Swimming pools update. Tour of Mount Forest Pool (after meeting)

There is a full complement of pool staff. Jenna Bowden has been hired as the Aquatic Supervisor. The pools were pumped out, clean up completed and water and chemicals are being added. Signage has been replaced in Arthur. The Public Health pool inspections will be completed Friday, June 17 with opening being scheduled for June 27. Tom Bowden reported some movement in a side wall of the shallow end at the Arthur Pool due to cracking in the concrete decking, which has been filled. Ground water has seeped in between the liner and the wall of the Mount Forest Pool. There are relief valves in place to help alleviate pressure. Shallow end skimmers may not be completely functional. The liner may soon need replacing.

2. Arthur Pavilion roof

Two quotes from local contractors were received. The work was approved at a senior management team meeting. The quote came in under budget. Bert Coffey's quote was \$12,198. plus the cost of extra sheets of plywood which may be needed under the roof. The contractor was asked to complete the work before Canada Day.

3. Arthur Baseball Diamond Light Standards

Tom Bowden is obtaining estimates. Saam Mechanical from Mount Forest is investigating the model of tower that is currently in place for safety panel installation

4. Arthur Public School tennis court

There does not appear to be sufficient interest in using the area for tennis. The tennis courts are built on School Board property and maintenance is their responsibility.

5. Arthur Walking Trail

Clean up work has been completed by the Committee. Kurt Penwarden, a local arborist, completed removal of overhanging tree limbs resulting from the spring ice storm for safety purposes. The fence at the park was repaired and the remaining stump removed.

**THE CORPORATION OF THE**  
**TOWNSHIP OF WELLINGTON NORTH**  
**RECREATION & CULTURE COMMITTEE MINUTES**  
**JUNE 14, 2016 AT 8:30 A.M.**

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Dave Stack has been provided with a trail check list to complete each week and submit to the Arthur Facility Manager to insure records of inspections for the West Luther Trail. Barry Lavers will be meeting with Dave Stack, Jack Benham and Ian Turner regarding issues of trespassing on the Ball property and rehabilitation work resulting from Preston Street Development. Don Tremble will be cutting the grass.

6. Arthur Splash Pad (Optimists)

Barry Lavers will prepare information regarding location, design options, costing, etc. An onsite meeting will be arranged for Monday, June 27, 2016 at 7:00 p.m. with the Mayor, Councillor McCabe, Barry Lavers, Tom Bowden and the Optimist Club members involved with this project.

7. Arthur Seniors Hall

Barry Lavers contacted Omar Omar, Program Manager, Ontario Trillium Foundation, regarding funding opportunities. There have not been any announcements regarding replacing the capital funding application stream from the Trillium Fund. Omar believes that there will be a capital program announced and will contact us at that time.

Mayor Lennox suggested that the Committee should consider options should funding be unavailable for the Arthur Seniors Hall. The committee will review the issues regarding use of the upstairs hall at the community centre previously raised by the Township. A meeting with the Seniors Group will be organized once the Committee has suggested resolutions to those issues.

8. Arthur Canada 150 Infrastructure Project update

Work is being completed by local contractors. Gas lines have been installed, one heater is installed and sound boards will be installed. The work is to be completed prior to the Arthur Fall Fair.

9. Fireworks Festival update

Barry Lavers has been told that everything is in place. The MMA Fight and the Demolition Derby events have been confirmed. They are proposing a comedy night on the Friday night. The Fireworks Committee is requesting extra picnic tables. Barry has been corresponding with David Sharpe in regards to the events. Barry and Mark will attend a site meeting with organizers the week prior to the festival. Councillor McCabe requested to be present for this meeting. The owner of the lot at the corner of Hwy 89 and Cork Street, used for the midway, is unable to cut the grass this year. Martin's TLC will cut the grass a couple of times.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
RECREATION & CULTURE COMMITTEE MINUTES  
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10. Community Services Board

Discussion took place regarding the implementation of a Community Services Board. The intent would be to give direction to staff and community groups with a clear understanding of what is expected. Currently there are no real guidelines for community initiated recreation and culture projects, which makes it difficult to prioritize from a Council perspective. The Committee discussed having a Master Plan completed to aid Council and staff with determining community needs

**RESOLUTION REC 2016-13**

Moved by: Mayor Lennox

Seconded by: Councillor Hern

THAT the Recreation and Culture Committee of the Township of Wellington North direct staff to proceed with a request for proposal for Recreation Master Plan to address community recreation needs now and in the future.

**CARRIED**

**CORRESPONDENCE**

1. Ron Dubrick (Saugeen Fur & Feather)

**Resolution REC 2016-14**

Moved by: Councillor Yake

Seconded by: Councillor Dobreen

*THAT the Recreation and Culture Committee of the Township of Wellington North receive correspondence dated May 13, 2016 from Ron Dubrick, Saugeen Fur and Feather Association, requesting permission to close and open the main gate at the Fair Grounds.*

*AND FURTHER THAT the Recreation and Culture Committee grant permission to the Saugeen Fur and Feather Association to close the main gate at the Fair Grounds on the Saturday night after set up and open the gates at 5:00 a.m. on Sunday, October 2, 2016 for their buy, sell, trade day with the following provisions.*

- 1. If the gate is locked, the lock can be easily removed by fire fighters who may require emergency access to the Fair Grounds and building in and around the Fair Grounds; and,*
- 2. The other entrance to the Fair Grounds must not be closed or prohibit access of Fire Department vehicles.*

**DEFEATED**

- The Director of Recreation, Parks and Facilities is to notify Mr. Dubrick of the Committee's decision and reasons for.

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
RECREATION & CULTURE COMMITTEE MINUTES  
JUNE 14, 2016 AT 8:30 A.M.**

066

2. Ministry of Tourism, Culture and Sport (OSRCF)

The Township submitted a co-application with Big Sisters for funding to extend a program currently being run through the school board. The application was not successful.

3. Myrna Hutchison, Chairperson, #GetInTouchForHutch  
- Proposed Buddy Bench for swimming pool area, Arthur

**Resolution REC 2016-15**

Moved by: Councillor Yake

Seconded by: Councillor Dobreen

*THAT the Recreation and Culture Committee of the Township of Wellington North receive correspondence dated June 2, 2016 from Myrna Hutchison, Chairperson, #GetInTouchForHutch regarding a proposed Buddy Bench for the swimming pool park area in Arthur;*

*AND FURTHER THAT the Recreation and Culture Committee recommend that Council approve the installation of a Buddy Bench, donated on behalf of #GetInTouchForHutch, in the swimming pool park area in Arthur;*

*AND FURTHER THAT the Recreation and Culture Committee recommend that Council authorize the cost of installation and securing of the bench through the Recreation Budget.*

**CARRIED**

**REPORTS**

Facility Usage Reports:

- Mount Forest Sports Complex      February – March - 2015/16
- Arthur Community Centre            February – March - 2015/16

**Resolution REC 2016-16**

Moved by: Councillor Dobreen

Seconded by: Councillor Hern

*THAT the Recreation and Culture Committee receive for information the Arthur and Mount Forest Facility Usage Reports for April - May 2015 and 2016.*

**CARRIED**

**OTHER BUSINESS**

Mike Givens presented pictures and information regarding Marvin Howe Trail/Arthur Community Park. The trail and park are on land owned by Petro-Canada (Suncor) and Arthur Chrysler. Under a gentleman's agreement the Township has maintained the park where the public has access to the park area along the river. The Township does own the land where MacPherson Park is located on the other side of the river. The Arthur Lions Club is meeting with the Grand River Conservation Authority to discuss constructing a pedestrian bridge across the river between the parks. The Township was recently contacted by

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
RECREATION & CULTURE COMMITTEE MINUTES  
JUNE 14, 2016 AT 8:30 A.M.**

067

Suncor (Petro-Canada) regarding trucks parking overnight on their Arthur property on Wellington Road 109. They believe there is value in the property so it is very unlikely they would gift it for use as parkland. CAO Givens to continue conversations with Suncor regarding the use of the property.

Mayor Lennox was recently contacted by Derek Bridgewater of the Mount Forest Patriots regarding exploring an option to have a licenced area outside of the Plume Room because of concerns that patron cannot see the game because of people standing on the walking track. The back corner of the walking track is being considered.

Mark Mackenze reported that the safety netting has been installed on the diamonds thanks to Wellington North Power. Mark asked if there was a time frame for the replacement of the fairground corral fence. No timeframe was set. Mark announced that due to lack of members the Horticultural Society is unable to maintain the flower beds at the Sports Complex.

Mayor Lennox expressed concern about the lack of formal reports and recommendations coming forward for the Committee to consider. The Committee members agreed that formal reports from staff are the most appropriate manner to convey information to Committee to allow for timely, informed decision making.

**NEXT MEETING**

Next meeting August 16, 2016 at 8:30 a.m. at the Mount Forest & District Sports Complex.

**ADJOURNMENT**

**Resolution REC 2015-17**

Moved by: Councillor Dobreen

Seconded by: Councillor Hern

*THAT the Recreation and Culture Committee meeting of June 14, 2016 be adjourned at 10:18 a.m.*

**CARRIED**



**TOWNSHIP OF WELLINGTON NORTH****CULTURAL ROUNDTABLE COMMITTEE MINUTES**

Thursday, June 16, 2016 - 12:00 pm  
Council Chambers, Kenilworth

**Members Present:** Chair Jim Taylor  
Robert Macdonald – Arthur Agricultural Society, Arthur Historical Society  
Trish Wake, Mount Forest Community Animator/Chamber  
Karen Armstrong  
Bonny McDougall - Arthur

**Staff Present:** April Marshall, Tourism, Marketing & Promotion Manager  
Michelle Stone, Recording Secretary

**Also in Attendance:** Mount Forest Chamber of Commerce Summer Student James Cooper

**Absent:** Penny Renken, Mount Forest Archives  
Gail Donald – Arthur Historical Society  
Linda Hruska  
Gary Pundsack  
Dale Small, Economic Development Officer  
Councillor Dan Yake

**CALLING THE MEETING TO ORDER**

Chair Jim Taylor called the meeting to order at 12:05 p.m.

**PASSING AND ACCEPTANCE OF AGENDA****RESOLUTION WNCR 2016-019**

Moved: Robert Macdonald

Seconded: Trish Wake

***THAT THE*** Agenda for the June 16, 2016 Wellington North Cultural Roundtable Committee Meeting be accepted and passed.

**CARRIED**

**DECLARATION OF PECUNIARY INTEREST**

None declared

**DELEGATIONS**

N/A

**MINUTES OF PREVIOUS MEETING****RESOLUTION WNCR 2016-020**

Moved: Bonnie McDougall

Seconded: Karen Armstrong

***THAT THE*** Cultural Roundtable Committee receive the minutes of the May 19, 2016 Cultural Roundtable meeting.

**Carried**

**BUSINESS ARISING FROM MINUTES****NEW BUSINESS**

- Report from the Chair Jim Taylor  
Jim Taylor and Robert Macdonald took part in the tour of Blacksmith shops in Wellington County sponsored by the Wellington County Museum & Archives.
- Community Animator Update Trish Wake  
Trish Wake introduced James Cooper, the summer student for the Mount Forest Chamber of Commerce. DeeDee Eurig has resigned from the administrator's position with the Mount Forest Chamber and Trish Wake has accepted the position and will also continue as Community Animator in the interim
- Volunteer Workshop Series  
The first two sessions were well attended and will restart in September. There will be more for the September sessions and they will start with a re-fresher with tools and take-aways for participants.
- Arthur Optimist / Fall Fair Youth Dance Sponsorship Request  
There may be a sponsorship opportunity for this committee to support local talent who will be performing at this event.  
April Marshall, Tourism, Marketing & Promotion Manager will bring back criteria for the Committee to review for sponsorships.
- John Walsh Recognition Review  
The Cultural Roundtable Committee nominated John Walsh for the Senior of the Year Award 2016 in recognition of his outstanding contributions to his community after age 65. The Mayor presented Mr. Walsh with the award at the June 6, 2016 Council meeting.
- Fireworks Festival  
The committee discussed where the Cultural Roundtable will focus their advertising for this event. They will have a banner for the sponsoring of local talent at the stage where the performers will be. April will use some of the time from the Township media package with the River to promote this event with a focus with a focus on the Cultural Roundtable Sponsorship and other upcoming culturally significant events. Trish will also do a "Cultural Minute" through the chamber radio time highlighting area events including Arthur Optimist Canada Day, Get in Touch with Hutch and the Mount Forest Fireworks Festival.
- Working Groups Breakout -  
The Chair asked each group for a synopsis of what projects each has achieved this year and their focus for the upcoming year.
  - Communications - will create a "Who is the Cultural Roundtable" for website content. Karen suggested using "google doc" for committee members to communicate.
  - Oral Story Telling Action Group - Trish Wake is working with VON on partnering with Youth to get the oral histories.
  - Heritage / Historic and Building Action Group - The Township does have an existing by-law that can be incorporated with amendments to move forward. Next steps were approved at the last meeting that include starting to compile a list of heritage and historic places.

**MOTIONS FOR COMMITTEE APPROVAL**

None presented

**ANNOUNCEMENTS**

- Arthur Optimists Canada Day Weekend Celebration, July 1<sup>st</sup> to 3<sup>rd</sup> at the Arthur Fair Grounds and Community Centre
- Holstein Rodeo, July 1<sup>st</sup> to 3<sup>rd</sup> at the Bar K Ranch, 492253 Southgate Road 49, Holstein
- Get in Touch for Hutch, 9:30 am on July 2<sup>nd</sup> at the Arthur Community Centre 158 Domville St, Arthur
- Mount Forest Fireworks Festival, July 15<sup>th</sup> to 17<sup>th</sup> on the Main Street in Mount Forest and at the Mount Forest and District Sports Complex and playing fields.
- Kin Classic Car Show on Saturday, 8:00 am to 4:00 pm on July 16<sup>th</sup> Main Street, Mount Forest

**MEMBERS PRIVILEGE**

Review meeting schedule with only one meeting over summer and no September meeting as many committee members are involved with the Wellington County International Plowing Match.

Online auction for Get in Touch for Hutch is happening now

Upper Canada Two Cylinder Club will be on July 22<sup>nd</sup> to 24<sup>th</sup> in Grand Valley.

Preparations for the Wellington County International Plowing Match are moving forward.

Karen Armstrong will take the lead on facilitating Wellington North groups planned events and promotions for Canada's 150<sup>th</sup> (Sesquicentennial) with a meeting planned for late August.

There was very positive feedback from the Tulip Ceremony in Arthur.

Friday, June 17<sup>th</sup>, 2016 is Garden Day with special events in Arthur.

The Mayor is speaking at next Historical Society Meeting on June 28<sup>th</sup> at 7pm at the Arthur & Area Historical Building

Saturday, October 1<sup>st</sup> at 1:30pm, the Wellington County Historical is joining the Arthur Historical Society for a tour of downtown Arthur with David Stack providing commentary.

**NEXT COMMITTEE MEETING**

The next meeting will be held at Jim Taylors, 8871 Concession 9 (just north of Conestoga Estates) with the date to be announced.

**RESOLUTION WNCR 2016-021**

Moved: Karen Armstrong

***THAT THE Cultural Roundtable Committee meeting be adjourned at 1:37 pm.***

**CARRIED**



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**TO: MAYOR AND MEMBERS OF COUNCIL  
MEETING OF JULY 11, 2016**

**FROM: MATTHEW ASTON, DIRECTOR OF PUBLIC WORKS**

**SUBJECT: REPORT PW 2016-049 BEING A REPORT ON THE  
TOWNSHIP'S 2016 BRUSH PROGRAM**

#### **RECOMMENDATION**

**THAT** Report PW 2016-049 being a report on the Township's 2016 brush program received for information;

**AND FURTHER THAT** the Council of Wellington North direct staff to provide the "2016/2017 Wood Brush and Garden Material Disposal Program", as presented, by direct mail.

#### **PREVIOUS REPORTS PERTINENT TO THIS MATTER**

Report PW 2016-023 being a report on the Township's 2016 brush program.

Report PW 2016-031 being a report on the Township's 2016 brush program.

Report PW 2016-041 being a report on the Township's 2016 brush program.

Report PW 2016-042 being a report of the Township's 2016 brush program.

#### **BACKGROUND**

At the June 21<sup>st</sup> public works committee meeting the following resolution was passed for Council's consideration at the July 11<sup>th</sup> meeting of Council:

THAT Report PW 2016-041, being a report on the Township Of Wellington North's Brush Program be received for information;

AND FURTHER THAT the Public Works Committee recommend the Council of the Township of Wellington North direct staff to make the following changes to the 2016 Township Wood/Brush and Yard Waste program:

1. Add monthly curbside pick-up of yard waste at roadside;
2. Yard waste for pick-up needs to be contained in brown bags and/or re-usable containers not to exceed 50 lbs;
3. Works yard drop off sites remain closed;
4. Residents to separate wood/brush and yard waste for road-side pick-up;
5. Wood/brush road-side pick-up will continue as scheduled for 2016; and
6. Wood/brush and yard waste event days will continue as scheduled for 2016.

Township staff have prepared the advertisement attached as Schedule A for distribution by direct mail to resident's in the urban communities of Arthur and Mount Forest.

<b>FINANCIAL CONSIDERATIONS</b>
---------------------------------

Township staff and equipment will implement the curb-side program.

<b>STRATEGIC PLAN</b>
-----------------------

Do the report's recommendations advance the Strategy's implementation?

X Yes                                       No                                       N/A

Which pillars does this report support?

- |   |  |
|---|--|
| <input type="checkbox"/> Community Growth Plan  | X Community Service Review                                 |
| <input type="checkbox"/> Human Resource Plan    | <input type="checkbox"/> Corporate Communication Plan      |
| <input type="checkbox"/> Brand and Identity     | <input type="checkbox"/> Positive Healthy Work Environment |
| <input type="checkbox"/> Strategic Partnerships |  |

Wood brush and yard waste programs have been identified as important programs for urban residents within Wellington North. Beautification of the community, including Township roadways, sidewalks and public works yards, is important to Township Council, staff & residents.

<b>PREPARED BY:</b>	<b>RECOMMENDED BY:</b>
<i>Matthew Aston</i>	<i>Michael Givens, CAO</i>
<b>MATTHEW ASTON</b> <b>DIRECTOR OF PUBLIC WORKS</b>	<b>MICHAEL GIVENS</b> <b>CHIEF ADMINISTRATIVE OFFICER</b>

## Schedule A – DRAFT Wood Brush and Garden Material Notice



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July 12, 2016

### WOOD BRUSH AND GARDEN MATERIAL DISPOSAL PROGRAM



#### Wood Brush and Garden Material Collection Guidelines

*Wood brush must be placed in one pile no larger than 1.8m long x 1.8m wide x 1.2m high (6 ft x 6 ft x 4 ft), with branches a maximum of 7.5cm (3 inches) in diameter. Wood brush must be free of loose debris such as leaves, grass clippings or garden waste.*

*Garden material must be placed curbside contained in brown paper bags or reusable containers and contain only loose garden debris such as leaves, grass clippings and garden material to a maximum weight of 50 lbs.*

Wood brush and garden material is to be piled neatly at road-side in separate piles for pick-up. In Mount Forest, wood brush is hauled to local land-fill and garden material is hauled to All Treat in Arthur for disposal. In Arthur, wood brush and garden material is hauled to All Treat in Arthur for disposal. Mixed piles will not be picked-up.

#### Fall Leaf Pick-up

Fall leaves can be piled curb-side for pick-up by Township staff.



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<b>Wood Brush and Garden Material DOs and DON'Ts</b>	
<b>DO</b>	<b>DON'T</b>
Put brush out before 7am the first day the pick-up is scheduled for your area.	Do not stack brush against trees, fences, utility poles or other stationary objects.
Place your wood brush and garden material, separated, road-side for pick-up.	Do not place brush, clippings and/or leaves where they can be washed into a storm sewer, catch basin or stream and clog up drainage systems.
Leaves and grass clippings can be put out with your limbs and other brush in brown paper bags or reusable containers ONLY. Plastic bags will not be accepted.	Do not include limbs more than 3 inches in diameter, longer than 6 feet, or stumps with root balls and dirt.

<b>Wood Brush</b>	
<b>ACCEPTED</b>	<b>NOT ACCEPTED</b>
<ul style="list-style-type: none"> <li>- Tree branches;</li> <li>- Woody hedge trimmings;</li> </ul>	<ul style="list-style-type: none"> <li>- Lumber;</li> <li>- Household trash;</li> <li>- Tree stumps;</li> </ul>

<b>Contained Garden Material</b>	
<b>ACCEPTED</b>	<b>NOT ACCEPTED</b>
<ul style="list-style-type: none"> <li>- Grass clippings;</li> <li>- Hedge trimmings;</li> <li>- Leaves;</li> <li>- Garden Wastes;</li> <li>- Weeds;</li> <li>- Small pruning's;</li> <li>- Yard and house-hold plants;</li> </ul>	<ul style="list-style-type: none"> <li>- Animal waste;</li> <li>- Food / kitchen waste;</li> <li>- Plastic planting containers;</li> <li>- Clay pots;</li> <li>- Plastic bags;</li> <li>- Lumber;</li> <li>- Soil and sod;</li> <li>- Household trash;</li> <li>- Stones, rocks and gravel;</li> </ul>



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**2016 / 2017 Road-side Wood Brush, Garden Material  
and Fall Leaf Pick-up Schedule**



**ARTHUR ROAD-SIDE WOOD BRUSH AND  
GARDEN MATERIAL PICK-UP**

Wednesday, August 3, 2016
Wednesday, September 7, 2016
Wednesday, October 5, 2016
Wednesday, April 5, 2017
Wednesday, May 3, 2017
Wednesday, June 7, 2017
Wednesday, July 5, 2017
Wednesday, August 2, 2017
Wednesday, September 6, 2017
Wednesday, October 4, 2017

**ARTHUR ROAD-SIDE FALL LEAF PICK-UP**

Wednesday, October 19, 2016
Wednesday, November 2, 2016
Wednesday, October 18, 2017
Wednesday, November 1, 2017





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**2016 / 2017 Road-side Wood Brush, Garden Material  
and Fall Leaf Pick-up Schedule**



**MOUNT FOREST ROAD-SIDE WOOD BRUSH  
AND GARDEN MATERIAL PICK-UP**

Wednesday, August 31, 2016
Wednesday, September 28, 2016
Wednesday, October 26, 2016
Wednesday, April 26, 2017
Wednesday, May 24, 2017
Wednesday, June 28, 2017
Wednesday, July 26, 2017
Wednesday, August 23, 2017
Wednesday, September 27, 2017
Wednesday, October 25, 2017

**MOUNT FOREST ROAD-SIDE FALL LEAF PICK-UP**

Wednesday, October 26, 2016
Wednesday, November 9, 2016
Wednesday, October 25, 2017
Wednesday, November 8, 2017

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
PUBLIC WORKS COMMITTEE MEETING MINUTES**

**Tuesday, June 21st, 2016 at 8:30 am**

**Members Present:**

Co-Chair Councillor Steve McCabe  
Co-Chair Councillor Dan Yake  
Councillor Sherry Burke  
Mayor Andy Lennox  
Mike Givens, CAO  
Matthew Aston, Director of Public Works  
Dale Clark, Road Superintendent  
Barry Trood, Water & Sewer Superintendent

**Also Present:**

Gary Matthews, Roads Foreman  
Michelle Stone, Recording Secretary

**Absent**

**CALLING THE MEETING TO ORDER**

Co-Chair Councillor Yake called the meeting to order at 8:30 am.

**ACCEPTANCE OF AGENDA**

**RESOLUTION PW2016-039**

Moved by: Councillor Burke

Seconded by: Mayor Lennox

***THAT THE** Agenda for the June 21st, 2016 Public Works Committee Meeting be accepted and passed.*

**CARRIED**

**DECLARATIONS OF PECUNIARY INTEREST:**

None Declared

**APPROVAL OF MINUTES**

**RESOLUTION PW2016-040**

Moved by: Councillor Burke

Seconded by: Mayor Lennox

***THAT THE** Minutes from the May 24th, 2016 Public Works Committee Meeting be received as information.*

**CARRIED**

**DELEGATIONS**

**BUSINESS ARISING FROM MINUTES**

**ROADS**

**RESOLUTION PW2016-041**

Moved by: Mayor Lennox

Seconded by: Councillor Burke

***THAT** Report PW 2016-041, being a report on the Township Of Wellington North's Brush Program be received for information;*

**AND FURTHER THAT** the Public Works Committee recommend the Council of the Township of Wellington North direct staff to make the following changes to the 2016 Township Wood/Brush and Yard Waste program:

1. Add monthly curbside pick-up of yard waste at roadside;
2. Yard waste for pick-up needs to be contained in brown bags and/or re-usable containers not to exceed 50 lbs;
3. Works yard drop off sites remain closed;
4. Residents to separate wood/brush and yard waste for road-side pick-up;
5. Wood/brush road-side pick-up will continue as scheduled for 2016; and
6. Wood/brush and yard waste event days will continue as scheduled for 2016.

**CARRIED**

#### **RESOLUTION PW2016-042**

Moved by: Councillor Burke

Seconded by: Mayor Lennox

**THAT** Report PW 2016-045 being a report on the Township's winter maintenance program be received for information;

**CARRIED**

Staff were directed to prepare a report for a future Public Works Committee meeting detailing 1. Draft snow removal "request for proposal" for subdivisions and facilities in Mount Forest and 2. In-house snow removal for subdivisions and facilities in Mount Forest.

#### **RESOLUTION PW2016-043**

Moved by: Mayor Lennox

Seconded by: Councillor Burke

**THAT** Report PW 2016-047 being a report the Township's 2016 asphalt program be received;

**AND FURTHER THAT** Public Works Committee recommend the Council of the Township of Wellington North award the contract for the 2016 asphalt program to the lowest cost bidder, consistent with the Township's procurement policy, being Ekum Sekum Inc. o/a Brantco Construction at a contract cost of \$572,240.65 plus applicable taxes;

**AND FURTHER THAT** Public Works Committee recommend the Council of the Township of Wellington North authorize the Chief Administrative Officer sign the agreement with Ekum Sekum Inc o/a Brantco Construction for this program.

**CARRIED**

Councillor McCabe assumed the Chair.

#### **WATER AND SEWER**

#### **RESOLUTION PW2016-044**

Moved by: Mayor Lennox

Seconded by: Councillor Burke

**THAT** Report PW 2016-046 being a report on the Township's Wastewater Treatment Plant flows year-to-date May 31, 2016 be received for information.

**CARRIED**

#### **RESOLUTION PW2016-045**

Moved by: Mayor Lennox

Seconded by: Councillor Burke

**THAT** Report PW 2016-044 being a report on the Municipal Class Environmental Assessment for the Arthur sanitary system be received for information.

**CARRIED**

**RESOLUTION PW2016-046**

Moved by: Councillor Burke

Seconded by: Mayor Lennox

**THAT** Report PW 2016-043 being a report on staff attendance at the annual Waterloo-Wellington Children's Ground Water Festival be received as information;

**AND FURTHER THAT** the Water and Sewer Department team continue to support initiatives that educate the local community (i.e. Fall Fairs, school visits, home shows, etc.) about drinking water and wastewater safety.

**CARRIED**

**REPORT FROM CO-CHAIRS**

None Tabled

**ROUNDTABLE / OTHER BUSINESS**

Staff training is ongoing.

Eliza Street construction still moving forward

Cst. Rick Hopkins Bridge construction is on schedule and the pedestrian access is fenced for pedestrian safety

Concession 8 has had the pipe replaced to offset load limit

Reeves Construction has begun the culvert replacement on Sideroad 13

**ITEMS FOR COMMITTEE'S INFORMATION**

Hydro Bill Township Insert

Correspondence from The Murray Group

**NEXT MEETING DATE**

The next meeting will take place on Tuesday, August 9, 2016 at 8:30 am in Kenilworth.

**ADJOURNMENT****RESOLUTION PW2016-047**

Moved by: Mayor Lennox

Seconded by: Councillor Burke

**THAT THE** Public Works Committee Meeting of June 21, 2016 be adjourned at 10:22 a.m.

**CARRIED**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH  
BURN BYLAW WORKING GROUP MINUTES  
JUNE 28, 2016 – 9:00 A.M.**

The meeting was held in the Council Chambers in Kenilworth.

**Members Present:**

	<b>Chair:</b>	<b>Councillor Lisa Hern Mayor Andy Lennox</b>
	<b>Fire Chief:</b>	<b>David Guilbault</b>
<b>Fire Prevention Officer:</b>		<b>Marco Guidotti</b>
	<b>Clerk:</b>	<b>Karren Wallace</b>
<b>Administrative Staff:</b>		<b>Carol Hartt</b>
	<b>CAO:</b>	<b>Michael Givens</b>

**Absent:**

	<b>Acting Station Chief:</b>	<b>Bill Hieber</b>
	<b>Captain:</b>	<b>Curtis Murphy</b>
	<b>Captain:</b>	<b>Don Irvine</b>
	<b>Captain:</b>	<b>Kevin Bender</b>

**ACCEPTANCE OF AGENDA**

The agenda was accepted as circulated

**REVIEW OF MINUTES**

Working Group minutes May 28, 2016 were received.

**ITEMS FOR INFORMATION**

No items for information

**ITEMS FOR REVIEW**

The draft communication strategy was discussed with the following amendments:

- Give first and second reading to the by-law at the July 11, 2016 meeting of Council
- Provide lots of notice via email, mail, media, social media etc. of the third reading of the by-law at the August 15, 2016 meeting of Council
- Staff training before the final reading
- After passage ongoing education and communication

The draft by-law was reviewed once more with minor amendments.

**THE CORPORATION OF THE**  
**TOWNSHIP OF WELLINGTON NORTH**  
**BURN BYLAW WORKING GROUP MINUTES**  
**JUNE 28, 2016 – 9:00 A.M.**

**NEXT STEPS**

The Clerk will prepare a report and present the bylaw for a first and second reading at the July 11, 2016 meeting of Council.

**DATE OF NEXT MEETING**

At the call of the Chair.

**ADJOURNMENT**

The meeting was adjourned at 10.30 am.



**TRITON  
ENGINEERING  
SERVICES  
LIMITED**

Consulting Engineers

105 Queen Street West, Unit 14  
Fergus  
Ontario N1M 1S6  
Tel: (519) 843-3920  
Fax: (519) 843-1943  
e-mail: info@tritoneng.on.ca

ORANGEVILLE • FERGUS • GRAVENHURST

April 1, 2016

Township of Wellington North  
7490 Sideroad 7 West  
KENILWORTH, Ontario  
N0G 2E0

ATTENTION: Michael Givens  
Chief Administrative Officer

RE: TOWNSHIP OF WELLINGTON NORTH  
McCORD STREET DEVELOPMENT, ARTHUR  
OUR FILE: A5502A

Dear Mr. Givens


Further to correspondence dated October 16, 2006, we understand that the current security deposit that the Township holds is \$44,920.00. We have now received 'Record Drawings' and note that previous outstanding issues have been addressed.

Therefore based on this information we recommend final acceptance and the release of the remaining securities for the McCord Street Development.

We trust that this information is satisfactory for your present requirements and should you have any questions, please do not hesitate to contact the undersigned.

Yours very truly,

TRITON ENGINEERING SERVICES LIMITED

*for*   
Paul F. Ziegler, C.E.T.

PFZ/tah

cc: Darren Jones, Chief Building Official, Township of Wellington North  
Jim Coffey, Royal LePage

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**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 054-16**

**BEING A BY-LAW TO DECLARE LANDS AS PART OF A PUBLIC  
HIGHWAY (MCCORD STREET)**

**WHEREAS** the Municipal Act provides that a municipality may, by by-law, establish a highway.

***NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH*** enacts as follows:

That the following lands are hereby established as a highway being part of 2, 4, 5 and 7 on Reference Plan 61R-9649 (former Village of Arthur)

***READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11<sup>TH</sup> DAY OF JULY, 2016.***

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 055-16**

**BEING A BY-LAW TO DESIGNATE CERTAIN LANDS TO BE NOT  
SUBJECT TO PART LOT CONTROL PURSUANT TO SECTION 50  
(7) OF THE PLANNING ACT, R.S.O., 1990, AS AMENDED. (Lots 1  
& 2, Plan 419 Mount Forest, Township of Wellington North,— Bye)**

**AUTHORITY:** Planning Act, R.S.O., 1990, as amended, Section 50.

**WHEREAS**, the Council of the Corporation of the Township of Wellington North deems it desirable to exempt land from the provisions of Part Lot Control under Section 50 of the Planning Act, R.S.O., 1990 as amended.

**NOW THEREFORE**, the Council of the Corporation of the Township of Wellington North hereby enacts as follows:

1. **THAT** the provisions of Section 50 (5) of the Planning Act, R.S.O., 1990, as amended shall not apply to the land described as Lots 1 and 2, Registered Plan 419, Township of Wellington North, County of Wellington.
2. **THAT** this By-law shall not come into force and effect until:
  - a) the by-law has been given final approval by the County of Wellington as provided for in Section 50 (7.1) of the said Act;
  - b) the by-law as finally approved has been registered on the title to the subject lands in the local Land Registry / Land Titles Office (Wellington No. 61).
3. **THAT** pursuant to Section 50 (7.3) of the said Act, the provisions of this By-law shall be deemed to be expired upon the date of twelve months from the day of final approval of this By-law by the County of Wellington.

**By-law No. 055-16**  
**Page 2 of 2**

4. **THAT** following the approval of this By-law by the County of Wellington, the Clerk of the Municipality shall register a copy of the By-law in the Land Registry Office for the Registry Division of Wellington.
  
5. **THAT** should the Township of Wellington North amend the by-law, a copy of the amended by-law shall be forwarded to the County of Wellington for its records.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11<sup>th</sup> DAY OF JULY, 2016.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 056-16**

**BEING A BY-LAW TO APPOINT A BUILDING INSPECTOR/BY-LAW ENFORCEMENT OFFICER/PROPERTY STANDARDS OFFICER/PEACE OFFICER FOR THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH**

**WHEREAS** pursuant to Section 3 of the Building Code Act, 1992, S.O.1992, Chapter 23; as amended, the Council of a municipality may appoint inspectors for the purposes of enforcing the act;

**AND WHEREAS** it is deemed expedient to appoint a Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer.

**NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH** enacts as follows:

1. **THAT BRIAN CORLEY** is hereby appointed as Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer for the Township of Wellington North, the position to be known as Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer.

2. **AND FURTHER THAT** the said Brian Corley shall hold office during the pleasure of the Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or By-laws are or may be conferred or imposed upon the Building Inspector/By-law Enforcement Officer/Property Standards Officer/Peace Officer and other duties that may be imposed by Council.

**3. FORCE AND EFFECT**

This By-law shall take effect and become in full force and effect upon its passing.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11TH DAY OF JULY, 2016.**

---

**ANDREW LENNOX, MAYOR**

---

**KARREN WALLACE, CLERK**

# THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH

## BY-LAW NUMBER 057-16

### BEING A BY-LAW TO REGULATE THE SETTING OF OPEN AIR FIRES WITHIN THE TOWNSHIP OF WELLINGTON NORTH AND TO REPEAL BY-LAW 006-15

THE Council of the Corporation of the Township of Wellington North hereby enacts as follows:

#### 1. Definitions

For the purpose of this by-law, the following definitions apply:

“Agricultural Use” means a use of land, buildings or structures for farming or agriculture that includes a detached dwelling accessory to the main farming

“Barbeque” means an appliances or structure designed and intended solely for the cooking of food in the open air

“Burn Barrel” means a metal barrel not exceeding 170 L (45 gallons)

“Cooking Fire” means a fire used to cook food

“Extinguishing Agent” means a material used with fixed, automatic, or portable fire extinguishing systems to suppress or put out fires and include water or fire extinguisher

“Fire Chief” means the Chief of the Fire Department of the Township of Wellington North or designate

“Outdoor Fire Place” means a structure for containing fires outside of the home that are similar in construction to an indoor fireplace

“Owner” means the registered owner and/or any person, firm or corporation having control over or possession of any portion of a building or property.

“Permit” means a permit for Open Air Burning, issue by the Township of Wellington North

**By-law No. 057-16**  
**Page 2 of 9**

“Public nuisance” means excessive smoke, odour, airborne sparks, embers or particules of burnt materials that may be a concern to others, increase fire hazards, be adverse to public safety or generating false alarms.

“Recreational Camp Fires” means burning in an open area, pit or with the use of a recreational burning device.

“Sky Lanterns” means a hot air balloon made of paper, with an opening at the bottom where a small fire is suspended

“Township” means the Corporation of the Township of Wellington North.

“Township Office” shall mean the Township of Wellington North Municipal Office located at 7940 Sideroad 7 West, KENILWORTH, ON

“Urban area” means properties located in the geographic limits of Arthur and Mount Forest as shown on the map in Schedule “B”

## **2. Administration**

2.1. This by-law shall be administered and enforced by the Fire Chief or designate.

2.2. The Fire Chief or designate may issue a total ban on Open Air Burning if conditions warrant (except for the use of barbeques).

2.3. The Fire Chief or designate may order any person to extinguish any fire when there is a breach of any of the provisions of this By-law or where, in their opinion, there is a danger of such fire spreading or otherwise endangering life or property.

2.4. The Fire Department shall be exempt from the provisions of this by-law for the purposes of educating and training.

## **3. General Provisions for all Fires**

3.1. The fire must be under the care and control of an individual over the age of 18 years, from the time of lighting until it is completely extinguished.

3.2. Appropriate extinguishing agents will be on-hand at all times during the preparation of the fire, while the fire is underway, and until the fire is fully and completely extinguished.

**By-law No. 057-16**  
**Page 3 of 9**

- 3.3. The fire must not in any way cause discomfort, danger, irritation and/or nuisance for other residents including smoke entering into a neighboring residence or building or across a highway.
- 3.4. Should the Fire Department be dispatched to a complaint regarding public safety or nuisance, the Fire Department will have the discretion to determine compliance with the by-law and this discretion shall be final.
- 3.5. Anyone who lights a fire in the Township is responsible and liable for any damage to property or injury to persons resulting from the fire.
- 3.6. Sky lanterns may not be released anywhere in the Township.
- 3.7. Individuals under the age of 18 may not be in the care and control of a fire.
- 3.8. In order to seek an exemption to provisions within this by-law, persons must submit a written request, on the form provided, to the Fire Chief for his/her approval.
- 3.9. The burning of household garbage, tires, paint, asphalt products, roofing materials, chemical waste, rubber, coated wire, plastic, combustable cylinders, aerosol cans and petroleum based products is prohibited.

**4. Permit to Burn Safely outside of Urban Areas**

- 4.1. Permits are required for any person wishing to have an open air burn larger than 1 m (3 ft) in diameter.
- 4.2. Permits are not issued to property owners who reside within in the urban areas of Wellington North.
- 4.3. Permits are only issued to property owners, or to an agent with written permission of the property owner.
- 4.4. Permits are not required for burn barrels (where allowable), recreational camp fires, outdoor fireplaces, cooking fires or barbeques.
- 4.5. Any changes to the information on the permit or exemptions sought to any condition must be submitted in writing to the Township prior to lighting a fire.

**By-law No. 057-16**  
**Page 4 of 9**

- 4.6. Permits are valid to December 31 in the year issued.
- 4.7. Permits will not be issued unless a 911 number is posted at the property.
- 4.8. The holder of a permit issued shall comply with all conditions and/or restrictions in this by-law.
- 4.9. Open air burning shall only be lit or ignited ½ hour after sunrise and be extinguished ½ hour before sunset.
- 4.10. The fire shall not be planned, lit or ignited closer than 30 m (100 ft) from any building, structure, hedge, fence, road or overhead wire or obstruction of any nature.
- 4.11. For a burn exceeding an of 3 m x 3 m x 2 m high (10 ft x 10 ft x 6.5 ft high) an inspection by the Fire Chief or designate is required prior to lighting the fire.

**5. Recreational Camp and Cooking Fires**

- 5.1. The burn area must be contained by non-combustable material and be no larger than 1 m (3 ft).
- 5.2. A fire shall be a minimum of 4.5 m (15 ft) from any combustible material and adjacent property/lot lines.
- 5.3. Only paper or kindling may be used to start the fire.
- 5.4. Leaves, compostable material and yard waste may not be burned in urban areas.

**6. Barbeques**

- 6.1. The only fuel that may be used, is a commercially produced charcoal or briquette, or a flammable liquid commercially produced for the purpose of cooking, such as natural gas or propane gas.
- 6.2. No person shall light, ignite or start, a fire in a grill or barbeque on a balcony of any building containing two (2) or more dwelling units.

## **7. Burn Barrels**

- 7.1. The use of Burn Barrels shall not be permitted within the urban areas, unless in the instances of a strike or lockout and are located on an industrial or commercial property under constant supervision.
- 7.2. A Burn Barrel must be in sound condition with a metal mesh screen over the top.
- 7.3. Vent holes must be punched in the side for ventilation, and drainage holes in the bottom with the adequate clearance from surrounding vegetation or structures.

## **8. Offence**

- 8.1. Any person who contravenes provisions of this by-law or fails to comply with an order given shall, pay the fee for the emergency service in accordance with the Township's Fees and Charges By-law for Fire Department Services and Rescue Operations, as established by by-law from time to time.
- 8.2. Every person who contravenes any provision of this by-law is guilty of an offence and on conviction is liable to a fine as provided for in the Provincial Offences Act and set out in Schedule "A".

## **9. Transition Period**

- 9.1 All valid permits issued issued under By-law Number 006-15 will be considered to be issued under this by-law.
- 9.2 Property owners or their agents do not have to obtain a new permit to burn



By-law No. 057-16  
Page 6 of 9

**10. Enactment**

10.1 This By-law shall take effect and become in full force and effect upon the day of third reading and passage thereof.

**READ A FIRST AND SECOND TIME THIS 11TH DAY OF JULY 2016.**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**

**READ A THIRD TIME AND FINALLY PASSED THIS                      DAY OF**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

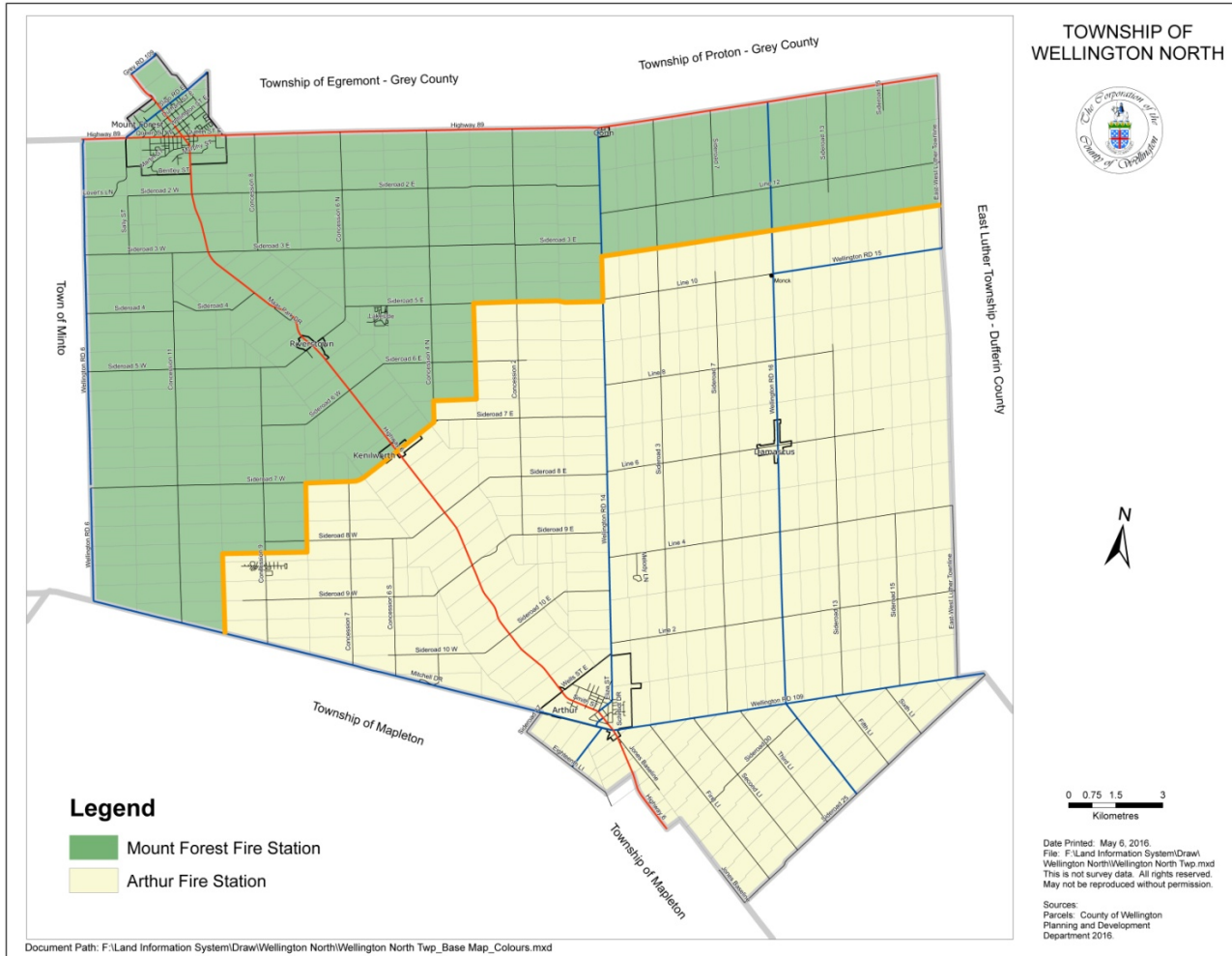
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**KARREN WALLACE, CLERK**

**SCHEDULE "A"**  
**PART I Provincial Offences Act**  
 By-law Number 057-16

ITEM	COLUMN 1 Short Form Wording	COLUMN 2 Provision Creating or Defining Offence	PROPOSED
1.	Burn fire when a burn ban is in effect	Section 2.2	\$295.00
2.	Fail to extinguish a fire when ordered	Section 2.3	\$295.00
3.	Fail to maintain care and control of a fire.	Section 3.1	\$295.00
4.	Fail to keep property extinguishing agents on hand	Section 3.2	\$295.00
5.	Permit fire to cause discomfort, nuisance including smoke in a house or roadway	Section 3.3	\$295.00
6.	Permit sky lanterns to be released	Section 3.6	\$295.00
7.	Permit an individual under 18 to be in care and control of a fire	Section 3.7	\$295.00
8.	Permit to be burned household garbage, tires, and other prohibited material	Section 3.9	\$295.00
9.	Set fire without permission/permit	Section 4.1	\$295.00
10.	Permit Open Air Burning outside of permitted times	Section 4.9	\$295.00
11.	Permit Open Air Burn within 30 m (100 ft) of structure.	Section 4.10	\$295.00
12.	Permit an open air burn exceeding 3mx3mx2m high without inspection	Section 4.11	\$295.00
13.	Permit a residential, camp or cooking fire burn area to exceed 1 m (3 ft) in diameter	Section 5.1	\$295.00
14.	Permit a residential, camp or cooking fire burn area less than 4.5 m (15 ft) adjacent to combustible material	Section 5.2	\$295.00
15.	Permit leaves, compostable material and yard waste burned in urban area	Section 5.4	\$295.00
16.	Permit Burn Barrel to be used in residential area.	Section 7.1	\$295.00

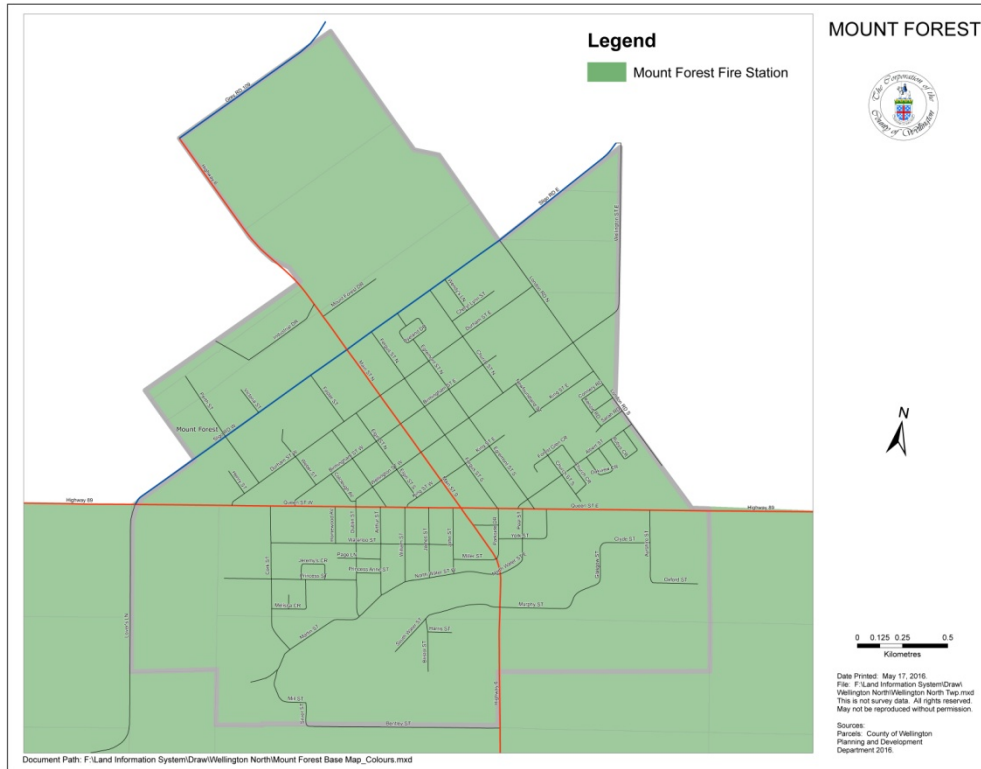
# SCHEDULE "B" – MAPS

## WELLINGTON NORTH FIRE SERVICE AREAS



# URBAN AREAS

## Mount Forest



## Arthur



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 058-16**

**BEING A BY-LAW TO ESTABLISH BUSINESS LICENSING REGULATIONS RELATED TO BUSINESS LICENSING IN THE TOWNSHIP OF WELLINGTON NORTH pursuant to ss. 10 (2) of the Municipal Act, 2001. S.O. 2001, c. 25 as amended (the “Municipal Act, 2001”)**

THE Council of the Corporation of the Township of Wellington North enacts as follows:

**1. SHORT TITLE**

This by-law shall be known as the “Business Licensing By-law”

**2. DEFINITIONS**

For the purposes of this by-law:

***Applicant*** means a person applying for a licence or a renewal of a licence under this by-law and in the case of a corporation shall include all present directors;

***Application*** means an application in the form provided by the Licensing Officer or designate and accompanied by the appropriate fee;

***By-Law Enforcement Officer*** means a person appointed by the Corporation of the Township of Wellington North as a By-law Enforcement Officer for the purposes of enforcing this by-law;

***Driver*** means any person licensed to drive a class of vehicle for which they will be operating under their business licence;

***Driver’s Licence*** means the licence issued to a driver that permits them to operate a class of vehicle under their business licence;

***Donation Box*** means any receptacle used for the purpose of collecting clothing, shoes or household items, donated by the public, on an ongoing basis and as part of the regular activity of the operator;

***Donation Box Operator*** means a person or corporation engaged in the business of operating a Donation Box;

**Door to Door Sales** means individuals or corporations going from place to place with services, goods or merchandise for sale;

**Fire Chief** means the Fire Chief of the Wellington North Fire Service or designate;

**Food Vehicle or Stand** means any vehicle or stand from which food and drinks are for sale or sold to the public, and includes, but not limited to a chip truck, food cart, ice cream bicycle, ice cream truck and mobile lunch truck;

**Health Department** means the Wellington-Dufferin-Guelph Health Unit or any other agency carrying out the responsibilities of the Wellington-Dufferin-Guelph Health Unit;

**Licence** means the certificate or other similar document issued under this by-law;

**Licensed** means to have in one's possession a valid and current licence issued under this by-law and includes a licensee;

**Licensee** means a person licensed under this by-law;

**Licensing Officer** means the Clerk of the Township of Wellington North and designate;

**Temporary Vendor** means a trade or occupation for the sale of goods on a one time basis and or the display of samples, patterns or goods for the purposes of sale or hire for on a short term basis, not exceeding two consecutive days, no more than four times per year;

**Temporary Vendor Operator** means the owner of a temporary business;

**Township** means the Corporation of the Township of Wellington North;

### 3. EXEMPTIONS

- 3.1. Minor sports organizations, local service clubs and organizations, youth activities and clubs, school fundraisers, religious organizations and events held in conjunction with the municipality are exempt from the requirements of the by-law.

### 4. PROHIBITIONS

- 4.1. No person or corporation shall carry on a business, permit a person to carry on a business, or hold themselves out as being licensed to carry on a business:

**By-law No. 058-16**  
**Page 3 of 8**

- 4.1.1. without a licence issued under this By-law;
  - 4.1.2. at a location other than for which a licence is issued; or
  - 4.1.3. under any other name than the one endorsed on the licence issued this By-law.
- 4.2. No person or corporation may transfer or assign the licence issued.
- 4.3. No person or corporation may obtain a licence by providing mistaken, false or incorrect information.
- 4.4. Pro-rating the cost of a license for a portion of a year is prohibited.
- 4.5. No person or corporation may conduct Door to Door Sales pursuant to Section 128(1) of the Municipal Act, 2001 unless they have prior permission from a landowner or tenant of the premises.
- 4.6. Individuals or corporations operating donation boxes shall not permit the pick up of donated goods between the hours of 7:00 pm and 7:00 am.

## **5. LICENSING REQUIREMENTS**

- 5.1. A license shall be obtained by a person or corporation prior to operating a Food Vehicle or Stand, Temporary Vendor or placing a Donation Box.
- 5.2. A completed application for a licence or renewal shall be submitted to the Licensing Officer, together with any other information or documentation the Licensing Officer may require including but not limited to articles of incorporation and government issued identification.
- 5.3. An applicant shall pay the applicable fee as provided in the Township Fees and Charges by-law.
- 5.4. The Licensing Officer, for renewal applications and on a case by case basis may review or waive any documentary requirements not related to public safety or consumer protection.
- 5.5. Every application for a licence shall be delivered to the Licensing Officer at least seven (7) days in advance of requiring a licence.
- 5.6. Operators of Food Vehicles or Stands and Temporary Vendors shall provide proof of insurance deemed acceptable by the Licensing Officer with a minimum insurance coverage of two million dollars (\$2,000,000) against loss or damage.

The proof of insurance shall include a provision that the Licensing Officer will be given at least ten days notice in writing from the insurance company of any cancellation, expiration or variation in the policy.

5.7. Every Application shall include, where applicable:

5.7.1. A letter of permission signed by the property owner/agent, clearly identifying the location and zoning of the property on which the Food Vehicle or Stand, temporary business or Donation Box is to be located/conducted;

5.7.2. A site plan showing the proposed location of the Food Vehicle or Stand, temporary business or Donation Box;

5.7.3. A certificate or letter from the Health Department indicating approval for the Food Vehicle or Stand;

5.7.4. An inspection report from the Fire Chief approving the vehicle for operation as a Food Vehicle or stand or Temporary Vendor, if using propane or natural gas;

5.7.5. A certificate stating that the Food Vehicle has been inspected and certified at the time of application and on an annual basis by an authorized inspector and such certification shall be filed with the Township annually, and at the time of application or as may be required, if the Food Vehicle is operating or using propane or natural gas.

5.7.6. A Driver Record Search issued by Ministry of Transportation (for Class A vehicles only) if the Food Vehicle is to travel on highways.

5.7.7. A current Ontario driver's licence in good standing (for Class A vehicles only) if the Food Vehicle is to travel on highways; and

5.7.8. A current Commercial Vehicle Operator's Registration if the Food Vehicle is over 11,000 kilograms.

5.8. Donation box operators shall provide a Canada Revenue Agenda charity number, articles of incorporation of the charity and information as to which charity and how they will benefit from the donated goods.



**By-law No. 058-16**  
**Page 5 of 8**

5.9. The Donation Box Operator shall ensure the name of the charitable organization, the charitable number and a contact name and telephone number is displayed on a Donation Box.

5.10. Donation Boxes shall:

- 5.10.1. Not exceed 48"x48"x75" high in size;
- 5.10.2. Be constructed of metal;
- 5.10.3. Be kept in a state of good repair;
- 5.10.4. Be emptied once a week between the hours of 7:00 am to 7:00 pm. Monday to Friday; and
- 5.10.5. Shall ensure snow is cleared around the box to provide for access.

5.11. Every person licensed under this By-law for a Food Vehicle or Stand or Temporary Vendor, shall at all times:

- 5.11.1. post the Licence in a conspicuous place at the fixed place of business where a Licensee carries on business;
- 5.11.2. notify the Licensing Officer immediately of any change in any of the particulars originally provided in the Application for a License;
- 5.11.3. carry on business in the name which is set out on the licence and shall not carry on business in the Township in any other name unless he has first notified the Licensing Officer; and
- 5.11.4. notify the Licensing Officer within ten (10) days of any change of name, address or any other information related to the licensee.

5.12. The Licensee shall comply with all federal and provincial legislation and regulations.

## **6. TERM OF LICENCE**

6.1. The Licence issued under this by-law shall be for the current year and unless the license is forfeited or revoked, shall in each case, expire on December 31st each year.

## **7. INSPECTION**

7.1.1. The Licensing Officer, the Fire Chief or a By-law Enforcement Officer may at any reasonable time inspect:

- 7.1.1.1. any premises/vehicles or place where a business which is subject to this By-law is carried on or where there are reasonable or probable grounds to believe a business is being carried on; or

7.1.1.2. any goods, equipment, books, records or documents used or to be used by the Applicant or Licensee under this By-law.

7.2. It shall be an offence to obstruct or permit the obstruction of such inspection.

## **8. OPERATING REQUIREMENTS**

8.1. A Licensee shall only locate their operation on the location or locations approved by the Licensing Officer and as listed on the Licence.

8.2. A Licensee may not locate their business on any Township owned property unless it is being held in connection with an approved community event or exhibition, during the defined community event or exhibition or with the written permission of the Township.

8.3. No Licensee shall use any noise-making device in the conduct or operation of their business.

8.4. A Licensee shall keep the Food Vehicle or Stand and the property on which they are located clean and sanitary and shall provide a metal refuse container with a self-closing lid; emptied at least once daily and ensure all waste is placed in the waste receptacle.

## **9. GROUNDS FOR REFUSAL TO ISSUE OR RENEW A LICENCE**

9.1. An Applicant will not be issued a new License or renewal if:

9.1.1. the issuing of the Licence or renewal of the Licence would be contrary to the public interest;

9.1.2. the Applicant or Licensee is carrying on activities that are, or will be, if the Applicant is Licensed, in contravention of this by-law, or any other municipal by-law or any other applicable law;

9.2. If an Applicant is refused a License, the Licensing Officer shall, within two (2) days provide in writing the reason why the License was refused.

## **10. APPEAL**

If an applicant has been refused a license by the Licensing Officer, they may make a written appeal to Wellington North Council setting out the reasons why they feel

**By-law No. 058-16**  
**Page 7 of 8**

they should be issued a License. The decision of the Council is final and there is no other appeal mechanism.

**11. SERVICE**

Where notice is to be made, it shall be made by prepaid registered mail, the service shall be considered to have been made on the seventh (7) day after the date of mailing to the last known address of the individual or corporate head address.

**12. PENALTY**

12.1. As provided for in the Section 151(1)(g) of the Municipal Act, 2001, any person or corporation who contravenes any provision of this By-law, shall be issued a penalty notice and will be liable to pay to the Township an administrative penalty per occurrence or contravention in the amount of \$300 or as revised in the Fees and Charges by-law.

12.2. If a Donation Box Operator is found to be in contravention of the by-law, the Donation Box will be removed and the Donation Box Operator shall be liable to pay the Township the cost to remove the Donation Box as an administrative penalty.

**13. SEVERABILITY**

Every provision of this by-law is declared to be severable from the remainder of the by-law and if any provision of this by-law shall be declared invalid by a court of competent jurisdiction such declaration shall not effect the validity of the remainder thereof.

**14. REPEAL PROVISIONS**

That By-law No. 46-05 is hereby repealed

**By-law No. 058-16  
Page 8 of 8**

**15. EFFECTIVE DATE**

This by-law shall come into force and effect on its passage.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11TH DAY OF JULY, 2016.**

\_\_\_\_\_  
**ANDREW LENNOX, MAYOR**

\_\_\_\_\_  
**KARREN WALLACE, CLERK**



June 16, 2016

### In This Issue

- Remembering Mac Dunbar.
- 2016-18 Board of Directors: Call for Nominations.
- OMB appeal fees are changing.
- OMAFRA proposes new goals for local food access.
- Deadlines for delegations requests during AMO Conference.
- Registration open for 2017 ROMA Conference.
- Forward Together: The Next Generation of Human Services.
- Online learning for the busy municipal councillor.
- Announcing 5 new Investment Basics workshops.
- Complimentary webinar: Citizen Complaint Management.
- Announcing LAS' 4th Annual Risk Management Symposium.
- One Investment Program tops \$800M in total investments
- Careers with Ontario Public Service.

### AMO Matters

It is with heavy hearts that we share the news that Macdonald Dunbar, known to most as Mac, first Executive Director of the Association of Municipalities of Ontario, passed away in his 87th year.

Please be advised that in accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2016-18 AMO Board of Directors. A completed Nomination Form and supporting material must be received no later than 4:00 p.m. Friday, June 24, 2016.

### Provincial Matters

The Ontario Municipal Board (OMB) is changing its appeal fees. Effective July 1, 2016, the OMB appeal fee is changing from \$125 to \$300. Please note: the appeal fee increase applies to OMB appeals that are date stamped by the municipality/approval authority on or after July 1, 2016. OMB appeal fees are still \$125 for appeals date stamped before July 1, 2016.

Ontario Ministry of Agriculture, Food, and Rural Affairs (OMAFRA) has revised the local food access goals, as part of Ontario's *Local Food Act, 2013*, based on consultation. Submit comments on the new draft goals through OMAFRA's website by August 3rd.

### AMO, LAS and ROMA Events

The Provincial Government, Ontario PC and Ontario NDP are accepting requests for delegations from municipal governments participating at the AMO Annual Conference. Here's how: Provincial Ministries (deadline of June 29) through online form; Progressive Conservatives through ernie.hardeman@pc.olca.org and New Democratic Party through jbarrett@ndp.on.ca.

Looking for details on the ROMA Conference? Registration, hotel and travel deals, and programming information is now available online. Visit our site and join ROMA at the Sheraton Centre Toronto Hotel, January 29 to 31, 2017.

Mark your calendars for September 22, 2016 for the first joint AMO-OMSSA Human Services Symposium. Program is in development and registration is now available online. See you this fall at the Hilton Garden Inn, Vaughan.

Online learning should be a part of every councillor's professional development plan. The re-designed AMO Online Learning Portal (AMO-OLP) has courses on: Land Use Planning; Asset Management; Municipal Councillor Financial Literacy and coming soon Municipal Property Assessment and Taxation. [Learn more](#) about the courses and how you can start learning today!

Learn more about municipal investment rules and opportunities, and how investments can help with your future municipal infrastructure projects. [Plan to attend one of fall workshop sessions.](#)

Join AMO, [Microsoft](#) and [Adoxio](#) for a [webinar](#) on June 28th at 11 a.m., to learn how municipalities just like yours can provide efficient, streamlined, online solutions for neighborhood concerns.

## **LAS**

The One Investment Program continues to grow. In addition to recently surpassing \$815 Million across the four portfolios and the High Interest Savings account, the Program has also grown to 112 members, about 1 of every 4 Ontario municipalities. If your municipality is not currently using the One Investment Program, [discover what you're missing out on.](#)

## **Careers**

[Director, Financial Institutions Policy Branch - Ontario Public Service.](#) Location: Ministry of Finance, Toronto. Please [apply online](#), only, by Tuesday, July 5, 2016 by visiting Ontario Public Service Careers. Please follow the instructions to submit your application.

[Senior Project Lead, Performance Management - Ontario Public Service.](#) 2 Temporary, duration up to 12 months (with possible extension). Location: Toronto. Please apply online, only, by Tuesday, June 28, 2016, by entering Job ID 94508 in the Job ID search field at [Ontario Public Service Careers](#). Please follow the instructions to submit your application.

## **About AMO**

AMO is a non-profit organization representing almost all of Ontario's 444 municipal governments. AMO supports strong and effective municipal government in Ontario and promotes the value of municipal government as a vital and essential component of Ontario's and Canada's political system. Follow [@AMOPolicy](#) on Twitter!

## **AMO Contacts**

[AMO Watch File Team](#), Tel: 416.971.9856

[Conferences/Events](#)

[Policy and Funding Programs](#)

[LAS Local Authority Services](#)

[MEPCO Municipal Employer Pension Centre of Ontario](#)

[Media Inquiries](#), Tel: 416.729.5425

[Municipal Wire, Career/Employment and Council Resolution Distributions](#)

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June 23, 2016

### **In This Issue**

- 2016-18 Board of Directors: Call for Nominations.
- Federal-provincial housing funds flowing to Ontario's communities.
- AMO Conference Mini Planner now online.
- Media Relations Training coming to London.
- Don't risk missing out!
- Register now for the 2017 ROMA Conference.
- Help your residents safeguard against sewer & water line failure.
- Call for proposals for OMSSA's Accessibility and Inclusion Conference.
- Careers with Leeds and the Thousand Islands, South Bruce, Norfolk, OPS and Niagara Region.

### **AMO Matters**

Please be advised that in accordance with the Association's governing by-law, the Secretary-Treasurer is requesting nominations to the 2016-18 AMO Board of Directors. A completed [Nomination Form](#) and supporting material must be received no later than 4:00 p.m. Friday, June 24, 2016.

### **Provincial Matters**

The federal and provincial governments announced the allocations to Ontario for social and affordable housing infrastructure programs. The Province is matching the federal commitment to the Investment in Affordable Housing program with an additional \$168 million. For more information see the [Ontario news bulletin](#).

### **AMO, LAS and ROMA Events**

The AMO Conference is less than two months away - begin planning your conference itinerary with the [AMO Conference Mini Planner](#). The Planner provides details on concurrents, main stage speakers, breakfasts and more...Don't delay download the mini planner and register today!

AMO Media Relations Training will be held in London on July 20, 2016 – the last session for the Summer! Learn more about what will be covered and other locations available this Fall. Remember space is limited, [register today](#).

The [2016 Risk Management Symposium](#) is not to be missed. Don't live in FOMO - register today for two days of top of mind topics such as: survival tech; road maintenance; the fine print of entertainment contracts and more. What are you waiting for - register online today and join us September 27 & 28 at Casino Rama!

Register now for the [2017 ROMA Conference](#)! The improved ROMA Conference will be held at the Sheraton Centre Toronto Hotel, January 27 - 29, 2017. Program details including keynote announcements; hotel guest room booking details and more can be found online.

### **LAS**

Give your residents the power to protect themselves from root intrusion, leaks, clogs, breaks and freezing in their sewer and water lines. LAS and Service Line Warranties of Canada partner to offer a sewer and water line warranty for municipal residents. Find out how a simple endorsement can [bring this service to your community](#).

**Municipal Wire\***

Proposals for OMSSA's Accessibility and Inclusion Conference should include best practices, and new and innovative ways to promote a culture of inclusion in local communities that goes beyond compliance with AODA regulatory standards.

**Careers**

Chief Administrative Officer - Township of Leeds and the Thousand Islands. Location: Lansdowne, Ontario. Submissions deadline: July 18, 2016. Please submit your resume in confidence to: Attention: Human Resources, Township of Leeds and the Thousand Islands, P.O. Box 280, 1233 Prince Street, Lansdowne, Ontario K0E 1L0. Email: [hr@townshipleeds.on.ca](mailto:hr@townshipleeds.on.ca).

Chief Building Official/By-Law Enforcement Officer - Municipality of South Bruce. Applicants may submit a confidential cover letter and resume by 12:00 p.m. (noon), Monday, July 4, 2016 to: Kendra Reinhart, Administrator-Treasurer, Municipality of South Bruce, PO Box 540, 21 Gordon St E, Teeswater ON N0G 2S0. Resumes may be emailed to Dianne Harrison, HR Assistant, at [adminassisant@town.southbruce.on.ca](mailto:adminassisant@town.southbruce.on.ca).

General Manager, Community Services - Norfolk County. Please submit a resume and, complete an assessment and written submission as outlined in the online instructions at Norfolk County Employment Opportunities. The deadline for completion of the application process is 4:30 p.m., Friday, July 8, 2016.

Senior Program Financial Analyst (Posting No. 16611) - Niagara Region. Reports to: Manager, Program Financial Support. Please submit your online application before midnight, July 3, 2016 by visiting Niagara Region's website.

Director, Facilities and Capital Planning Branch - Ontario Public Service. Location: Ministry of Community Safety and Correctional Services, Toronto. Please apply online, only, by Monday, July 11, 2016, by visiting Ontario Public Service Careers. Please follow the instructions to submit your application.

Director Social Assistance and Employment Opportunities - Niagara Region. Department: Community Services. Job Opening Number: 16767. Please submit your online application by visiting Niagara Region Careers by midnight, Sunday, July 10, 2016.

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June 30, 2016

### **In This Issue**

- Province announces upcoming Ontario Municipal Board review.
- Applications open for Ontario's Connecting Links program.
- New proposed guide on development and wildland fire prevention.
- Don't risk missing out!
- Forward Together: The Next Generation of Human Services.
- Registration open for 2017 ROMA Conference.
- Municipal Councillor Financial Literacy course.
- It's time to Cover Your Assets.
- Get better investment returns in a low interest rate environment.
- Tire steward funding available for sustainable community projects.
- Careers with Toronto, Cambridge and Scugog.

### **Provincial Matters**

The Ministry of Municipal Affairs is currently seeking input to improve the scope and effectiveness of the Ontario Municipal Board. A consultation paper will be released in fall 2016 for further comment.

Applications are open for the next intake for Connecting Links projects for Spring 2017. Up to \$25 million in funding is available. Deadline for applications is October 21, 2016.

The Ministry of Natural Resources and Forestry is proposing guidance to the new Provincial Policy Statement 2014 policy regarding development in areas at higher risk of wildland fire. Comment via the Environmental Registry until July 22, 2016.

### **AMO, LAS and ROMA Events**

Don't risk missing out on the premier municipal Risk Management event. Join us Sept 27 & 28 at CasinoRama for the 2016 Risk Management Symposium. Register today for two days of top of mind topics such as: survival tech; road maintenance; the fine print of entertainment contracts and more. What are you waiting for - register online today!

Mark your calendars for September 22, 2016 for the first joint AMO-OMSSA Human Services Symposium. Program is in development and registration is now available online. See you this Fall at the Hilton Garden Inn, Vaughan.

Looking for details on the ROMA Conference? Registration, hotel and travel deals, and programming information is now available online. Visit our site and join ROMA at the Sheraton Centre Toronto Hotel January 29 to 31, 2017.

Municipal councillors are the stewards of municipal finances. Developing a strong understanding of municipal finance is key. This new work-at-your-own pace course covers topics such as the long term view; roles and responsibilities; and more. Log in today, work at your own pace and get the skills you need!

Cover Your Assets - A Primer on Municipal Asset Management is available as a work-at-your-own-pace online course. Topics include defining asset management (AM), understanding the role of Council in AM, communicating with the public and more. [Log in today](#), work at your own pace and get the skills you need!

### **LAS**

LAS and MFOA are offering five [Investment Basics Workshops](#) to provide municipal staff and elected officials with the details of current investment rules/responsibilities, and to demonstrate how investments can help you to make the most of every tax dollar.

### **Municipal Wire\***

The Ontario Tire Stewardship Community Renewal Fund is [accepting funding applications](#) until July 31, 2016. Up to \$50,000 is available to fund sustainable community projects that use Ontario-manufactured rubber products.

### **Careers**

[Strategic Financial Planning Manager - City of Toronto](#). Division: Parks, Forestry and Recreation. For more information and to apply online, please visit [Jobs at the City](#). Please submit your resume, quoting File Number 2241091 X by July 12, 2016.

[Director of Communications - City of Cambridge](#). Job Number: 107. Reports to: Deputy City Manager, Corporate Services. Qualified applicants are invited to apply for this position at [Careers at the City of Cambridge](#) by 4:30 p.m., Friday, July 15, 2016.

[Deputy Fire Chief - Township of Scugog](#). Please submit a detailed application outlining current experience, background and education. Applications must be received in writing to the Human Resources Department, by 4:30 p.m., July 29, 2016. Applications should be sent to Lisa Fitton, Assistant to the CAO, via email to [lfyton@scugog.ca](mailto:lfyton@scugog.ca).

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Phone: 519.621.2761 Toll free: 866.900.4722 Fax: 519.621.4844 Online: [www.grandriver.ca](http://www.grandriver.ca)

RECEIVED

JUN 30 2016

TWP. OF WELLINGTON NORTH

June 22, 2016

Michael Givens, CAO/Clerk  
Township Of Wellington North  
7490 Sideroad 7 W., Box 125  
Kenilworth On, N0G 2E0

Dear Mr. Givens and members of Council,

I am writing on behalf of the partners of the Grand River Watershed Water Management Plan to present the *2015 Annual Report on Actions* to you and your council.

The goals of the Water Management Plan are to:

- reduce flood damage potential,
- ensure sustainable water supplies for communities, economies and ecosystem;
- improve water quality to improve river health and reduce the river's impact on Lake Erie; and
- to increase resiliency to deal with climate change

The Water Management Plan was endorsed in 2014 by 16 Plan Partners. It is a joint, voluntary action plan that identifies what needs to be done and what all the partners agree they will do.

The Plan was developed in a collaborative process focused on finding the "best value solutions" – the most effective and efficient ways to achieve the goals. The Plan aligns the existing projects and programs of the partners so they can work together to improve the management of water issues.

Most of the Actions are things the Plan partners are already doing, or plan to do. Other Actions are best practices, which partners can implement voluntarily to address water issues.

Enclosed, please find copies of the *2015 Report on Actions*, which provides an overview of the Actions completed in 2015. It can also be downloaded from our website at [www.grandriver.ca](http://www.grandriver.ca).

Please feel free to distribute these documents to the members of council and senior staff.

We would be happy to appear before council to provide additional information and to answer questions. To make arrangements please contact Sandra Cooke, Chair Water Managers Working Group, at [scooke@grandriver.ca](mailto:scooke@grandriver.ca) or 519-621-2763, Ext. 2224.

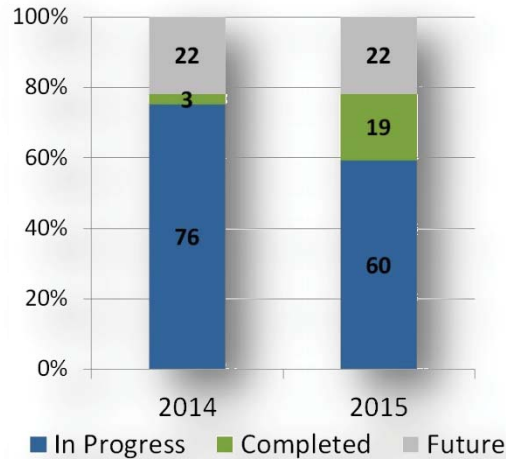
Yours truly,

A handwritten signature in cursive script that reads "Joe Farwell".

Joe Farwell, P.Eng.  
Chief Administrative Officer  
Grand River Conservation Authority

## Highlights

**Progress of Plan Implementation:** of the 163 actions listed in the plan, most are in progress or already completed.



**“The collective impact from the actions completed by Plan Partners and highlighted in this progress report moves us toward achieving the Plan’s goals and a more resilient watershed.”**

Joe Farwell,

Chief Administrative Officer,  
Grand River Conservation Authority

The annual progress report is prepared by the **Water Managers Working Group**.

## 2015 Report on Actions

**Water managers continue to meet quarterly.** The meetings not only offer a forum to share progress, but also to discuss some of the challenges and barriers to implementation and identify solutions.

**Integrating municipal land use and watershed water management.** A joint meeting between Water Managers and Policy Planners discussed ‘Places to Grow’ and the Province’s Coordinated Landuse Planning Review.

**There is a commitment to practical asset management in the watershed:**

**Plans are in place** to prioritize infrastructure investments. Upgrades are underway at wastewater plants that will improve water quality. Dam safety studies ensure that water management infrastructure will work when needed. Water efficiency plans help municipalities achieve demand management targets.

**Taking care** of our assets will ensure long-term sustainability. Regular maintenance of stormwater ponds will ensure that these assets continue to perform. Investing in operator skills and knowledge through wastewater optimization will yield improved effluent quality, economically.

**Building resilience for adapting to climate change continues.** The Rural Water Quality Program completed 453 projects; urban streams were naturalized; and 5500 future water managers were engaged at local groundwater festivals!

**Sharing knowledge is critical for water management.** Maintaining the shared knowledge and understanding of water management across all partner agencies in the watershed is challenging as members move into different positions or retire. Succession planning is critical to ensure long-term success.

## Grand River Water Management Plan Goals

1. Reduce flood damage potential;
2. Ensure sustainable water supplies for communities, economies and ecosystems;
3. Improve water quality to improve river health and reduce the river's impact on Lake Erie;
4. Increase resiliency to deal with climate change

## Plan Partners

- Brant County
- City of Brantford
- City of Cambridge
- Township of Centre Wellington
- Environment and Climate Change Canada
- Grand River Conservation Authority
- City of Guelph
- Haldimand County
- City of Kitchener
- Ministry of Agriculture, Food and Rural Affairs
- Ministry of Environment and Climate Change
- Ministry of Natural Resources and Forestry
- Oxford County
- Region of Waterloo
- Six Nations of the Grand River
- City of Waterloo

## Introduction

During the development of the Water Management Plan (WMP), Water Managers noted that actions started when the discussion started. Consequently, many of the actions in the Plan are well underway. The plan was finalized and endorsed in 2014, and 2015 marks the first full year of Plan implementation.

Even though the endorsement marked a significant milestone, Plan partners remain diligent and continue to meet, report on progress and share their experiences. Much like the water cycle, water management is ongoing and continuously needs to be monitored and adjusted to ensure best practices are achieving the desired result.

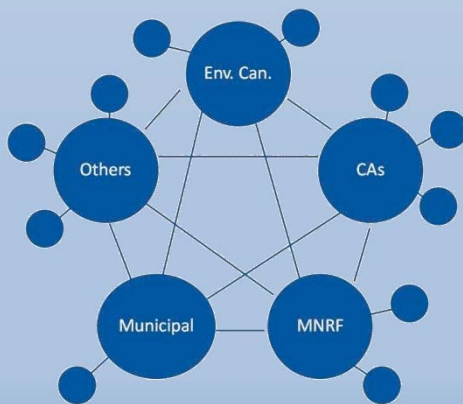
Pressures in the watershed continue: urban development in Brantford/Brant will require careful stormwater management and subwatershed planning in sensitive areas; Centre Wellington started multi-year studies to address the Province's 'Places to Grow' requirements; and the feasibility of five new wastewater treatment plants was investigated in smaller watershed communities to accommodate proposed developments. The capacity of the river system to receive additional wastewater, especially in the headwater regions, remains unanswered.

*“2015 saw the most building permits issued in Centre Wellington”  
J. Kerr, Township of Centre Wellington*

A long-standing challenge was resolved. The Ontario Municipal Board appeal of the Region of Waterloo's Official Plan was settled. The countryside line was set - a line that represents the long-term boundary between future urban areas and the countryside. The protected countryside will safeguard critical regional groundwater recharge areas, conserve valuable farmland and manage future urban development.



**Grand River Conservation Authority (GRCA)**, through support from **Environment and Climate Change Canada (ECCC)**, the **Ministry of Environment and Climate Change (MOECC)** and the **Ministry of Natural Resources and Forestry (MNRF)**, continues to provide opportunities to bring Plan Partners together.



**ECCC** and **GRCA** collaborated on their **Networks of Networks** project to pilot climate data sharing to improve response to severe weather events – an adaptation to a changing climate.

## Working together

Maintaining engagement of all partners will continue to be challenging. Water managers are pulled in multiple directions; they manage complex systems or processes for their agency within time and fiscal restraints. They plan and act within their own mandate yet try to keep sight of the watershed perspective.

**GRCA** hosted four water managers meetings; a water demand management workshop; a phosphorus monitoring and research meeting; a Whiteman's Creek water budget workshop; a wastewater optimization workshop; monitoring optimization meetings; and stormwater managers meetings.

Research provides valuable information and insight into water management challenges. The cities of **Waterloo, Kitchener, and Cambridge** and the **Region of Waterloo** sponsored researchers from the *Interdisciplinary Centre for Climate Change* at the **University of Waterloo** to develop climate change projections for the region that will inform water management planning. This work will also benefit the greater watershed.

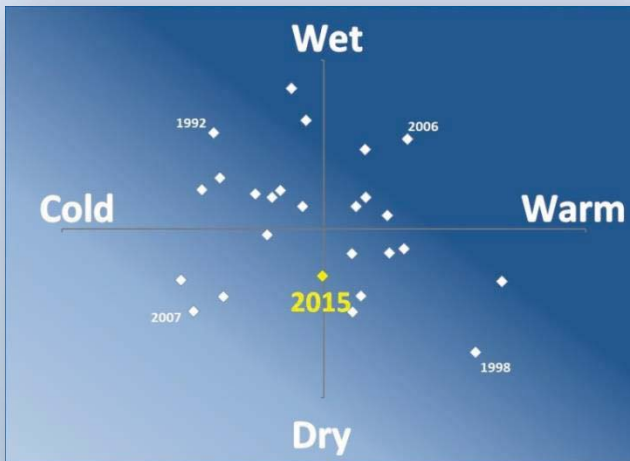
**GRCA** hosted the **Geological Survey of Canada** and brought together groundwater experts to discuss data and model management needs.

**Haldimand County** shared their knowledge and lessons learned to enhance wastewater treatment plant performance with **Wellington North**.

**GRCA, Oxford County, Centre Wellington, Brant County, Norfolk County and the Region of Waterloo** are taking active roles in MOECC's pilot test of Performance Based Training for Wastewater Optimization.

2015 was the final year in a multi-year research study sponsored by the **Canadian Water Network**. Researchers from the **Universities of Waterloo, Wilfrid Laurier, Guelph** and **Western** teamed up to study cumulative effects in the watershed. Researchers presented a synthesis report to Water Managers.

Plan Partners met to discuss monitoring activities and look for efficiencies. Open and accessible data is a future goal for all partners.



An annual summary of long-term precipitation and temperatures at the Shand Dam suggests that the temperatures were average and conditions were a bit dry.



Research provides valuable insight into river health. Here, graduate students are collecting fish in the Grand River for their studies.

## Watershed Conditions

**2015 was a year of weather extremes:** February was the coldest month on record; December was the warmest month. Dealing with extremes in climate requires adaptation and mitigation plans. **Kitchener, Waterloo** and the **Region of Waterloo** have included adaptation plans into their strategic planning.

Warm spring days and cool nights allowed for a gradual warm up and a slow release of water from the snowpack. It also allowed ice to break up slowly. This avoided any major flooding and made it relatively easy to fill the reservoirs.

The summer months had lower than normal precipitation however, **all low-flow targets were met** in the regulated river reaches. This weather triggered **low water response** in the Eramosa, lower Nith, Whiteman's and McKenzie Creeks due to low river flows. Low precipitation was also reflected in the shallow groundwater on the Norfolk Sand Plain with lower than average levels.

Over the course of 2015, there were a number of watershed statements made to ensure timely communication of watershed conditions.



Dissolved oxygen levels were above the objective during the summer. Levels showed the largest variations in May likely due to the dry conditions and warm temperatures. Research and water quality monitoring results from the Grand River through Blair suggest that conditions are improving because of significant wastewater treatment plant upgrades being done by the **Region of Waterloo**.

## Asset Management

Assets, whether municipal infrastructure or natural watershed features, are the building blocks of our communities and our watershed. Managing assets requires careful planning (see **Plans in place**) and care (see **Taking care**) to continue to build resilient communities, economies and ecosystems (see **Building resilience**).



Number of permits reviewed by **GRCA** to reduce flood damage potential and protect important hydrologic functions

309

*permits* were reviewed to ensure that future flood damages are reduced

415

*permits* were reviewed near wetlands to ensure water stays in place and not cause flooding downstream

## Plans in Place

Plans and studies help to identify priorities to reduce risk and benchmark progress. The following highlights some of the many plans being undertaken to manage assets to ensure water supplies, improve water quality, reduce flood damages, and build resilience to deal with a changing climate.

The **GRCA** owns and operates seven multi-purpose water management dams estimated to be worth over 1 Billion dollars. **GRCA** initiated a dam safety assessment for the Laurel Creek dam in **Waterloo** and continued dike safety projects in **Brantford**, **Cambridge** and **Kitchener**.

Extreme rainfall events require improved floodplain mapping in high-risk areas, such as Special Policy Areas. The cities of **Cambridge** and **Waterloo** are working with **GRCA** to update their Special Policy Area's in Groff Mill Creek and Laurel Creek using more advanced mapping tools and high resolution mapping data.

**City of Kitchener** completed a floodplain modelling study for a portion of Schneider's Creek. **MNRF** and **GRCA** are working together to pilot various floodplain-mapping techniques to be used in future floodplain projects. **GRCA** is investigating funding opportunities through **Natural Resources Canada** and **Public Safety Canada** as part of their Natural Disasters Mitigation Program which funds floodplain mapping.

Soil is a critical asset for farmers. **OMAFRA** provided support to **GRCA** for further development of high-resolution mapping data in 10 priority catchments in the upper Nith and Conestogo River basins. These maps help to identify important areas to reduce erosion and supports outreach efforts for enhanced soil erosion control.

The **Region of Waterloo's** central Grand River, Speed and Nith river monitoring program is ongoing; the program supports information on the health of the river system and provides valuable data to track progress of infrastructure investments.



**Subwatershed plans** promote the integration of land use and water management planning. Plans help prioritize actions needed to develop sustainably. In the Grand River watershed, there are 25 subwatershed plans completed or underway, covering about a quarter of the watershed.

Stormwater management facilities are important municipal assets that hold onto water, reduce downstream flooding and improve water quality. Stormwater pond on Homer Watson Blvd, Kitchener.



Subwatershed studies characterize the natural assets that provide important services such as groundwater recharge or areas that hold onto water (e.g. wetlands). **GRCA, Region of Waterloo** and **City of Kitchener** continue to monitor and characterize seven catchment areas for subwatershed planning. **City of Waterloo** completed the North Waterloo Subwatershed Study.

**City of Kitchener** in partnership with **GRCA, Region of Waterloo** and the **Township of North Dumfries** drafted a State of the Watershed Report for Upper Blair Creek. The report establishes pre-development conditions and targets for future water quality and flow requirements and makes recommendations for updated system-wide and during-development monitoring.

**Region of Waterloo** in partnership with **GRCA, Township of Woolwich** and **City of Cambridge** started to develop an East Side Lands Master Environmental Servicing Plan (Stage 2).

**GRCA** began characterization of Fairchild's and Mackenzie creek subwatersheds in the **Brant, Brantford, Haldimand** and **Six Nations of the Grand River** area to assist with identifying important watershed assets and information gaps.

**City of Waterloo** completed a Stormwater Facility Inventory and Condition Assessment Study. Results identified short and long-term maintenance priorities including facility repairs, sediment removal and preventative maintenance.

**City of Guelph** completed a stormwater management funding study to determine best approaches for managing their stormwater assets. **Kitchener** and **Waterloo** continue to implement their stormwater utilities.

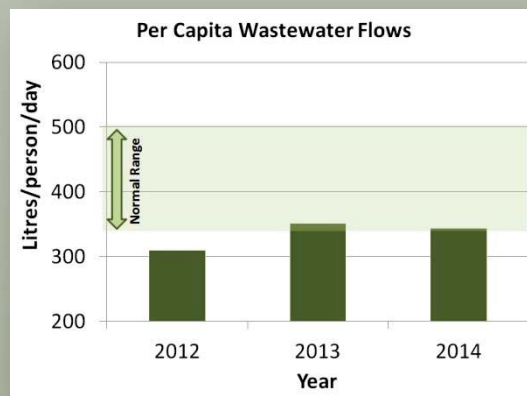
The **Region of Waterloo** kicked off two master planning processes: an update to the Wastewater Master Plan focusing on updating population estimates, predicting river water quality and determining next steps for wastewater infrastructure needs and priorities; and the Biosolids Strategy to develop a long-term management plan for the Region's biosolids.

**City of Waterloo** completed a sanitary sewer master plan, and upgraded two pumping stations. Upgrades included features to minimize the risk of spills.

The **GRCA** maintains a 500 m section of dike and channel on the Conestogo River in the **Township of Mapleton**. The removal of course sediments reduces nuisance flooding.



Wastewater flows from 28 plants average 335 litres, per person, per day, well below the typical range of 350-500. The standard of wastewater treatment in the watershed is good and is improving through a commitment to plant optimization and upgrades.



## Taking Care

Preventative maintenance strategies and attentive operation of critical municipal and watershed assets help prolong their life and ensure they are functioning properly. Effective operations and maintenance of assets can ensure future water supplies, improve water quality, reduce flood damages and build resilience.

The **GRCA** completed gate inspections on the Woolwich Dam near Elmira and installed new gate gain heaters at Shand Dam near Fergus to keep them in proper working order. This is an adaptation measure for improved dam operations during the winter, an expected need as a result of a changing climate.

**GRCA** and the **City of Brantford** worked together to completed repairs on the dike system to continue to protect residents of low-lying areas in West Brant, Eagle Place and Holmedale.

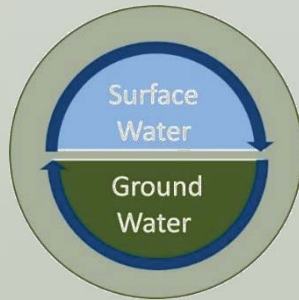
**Wastewater Managers** released the second annual report on wastewater treatment plant performance and hosted two workshops for the operators and managers at 11 municipalities that own and operate plants in the watershed. Staff from Six Nations, Mississaugas of the New Credit and the MOECC Safe Drinking Water Branch also participated.

**MOECC** initiated a Performance-based Training pilot project with several watershed wastewater treatment plant operators and administrators participating.

**Southgate** (Dundalk) and **Wellington North** (Arthur) completed comprehensive performance evaluations of their plants with follow up plans developed to improve plant performance.

The **Watershed-Wide Optimization Program** promotes improved wastewater treatment across the watershed by encouraging the adoption of the Composite Correction Program. This approach invests in building skills in operators to improve plant performance.

Characterizing groundwater-surface water interactions is vital to managing water resources in the Grand River watershed



The maintenance of stormwater assets is critical to ensuring proper working order.



**Kitchener** cleaned out 5000 metric tonnes of sediment from stormwater ponds.

**Kitchener, Guelph, Waterloo** and **MOECC** started a pilot to investigate the beneficial re-use of stormwater sediments.

**GRCA, OMNRF, OMAFRA, MOECC** and **Brant** and **Oxford** counties are collaborating on the development of a fully integrated groundwater-surface water model for Whiteman's Creek as part of a Tier III water budget study for drinking water source protection planning.

The Grand River Tier III Water Budget tools have the potential to inform the permit to take water process. **MOECC** continues to work on improving and streamlining the process, particularly agricultural permits and **GRCA** is committed to maintaining the tool for decision-making.

**MOECC** hosted a spring information session on the permit to take water program for farmers in **Brant, Haldimand** and **Norfolk** counties. This assisted farmers to understand the permit process and the required paperwork. This will lead to improved compliance and better reporting of water use.

**Region of Waterloo** has ongoing investigations to secure future water supplies in Cambridge and North Waterloo while new groundwater wells were investigated in **Southgate** (Dundalk), **Brant** (St. George) and **Hamilton** (Lynden).

The **City of Guelph** and the **Region of Waterloo** continue to reduce water demand. Both municipalities started on updates to their Water Efficiency Plans. The **Region of Waterloo** started a restaurant water efficiency certification program to reduce demands in this sector

A **Water Efficiency Plan** is part of a municipal Water Supply Master Plan that outlines the community-accepted water conservation strategy for efficient use of water supplies.

The **City of Guelph** and the **Region of Waterloo** have an ongoing joint study on alternative options and performance improvement of water softeners to help reduce chlorides in wastewater.

> **1,160,000**  
kilograms of phosphorus

has been kept on the land since 1998 by implementing rural best management practices

Naturalization of Filsigner Creek in the **City of Kitchener** will build resilience to reduce local flooding and improve water quality.



## Building Resilience

Building resilience includes increasing the knowledge and abilities of water managers. It also includes rehabilitating or restoring the necessary watershed infrastructure to ensure our natural systems can cope with development pressures and an increasingly variable climate. The following Plan actions contribute to building watershed resilience.

On behalf of the counties of **Brant, Wellington, Haldimand, and Oxford**, the cities of **Brantford** and **Guelph** and **Region of Waterloo**, the **GRCA** supports private landowners in the completion of 453 projects on rural lands to keep 4200 kg of phosphorus on the land and to ensure that agricultural lands are more resilient. The Federal Habitat Stewardship Program provided additional funds.

Increasingly more stormwater managers are using natural design principles to build resilience in urban streams to improve water quality, and reduce flooding.

The **City of Kitchener** completed 1.8 km of stream naturalization in tributaries of Schneider Creek. Concrete channels were removed; a winding creek with riffles and pools built; and the stream was reconnected with its floodplain. This work will reduce sediment loads to Victoria Park Lake.

The **City of Waterloo** invested in the enhancement of the natural character of the area to improve water quality and restore habitat in Forwell Creek. A more naturalized creek corridor will result and improve stormwater management in the areas. In addition, they have started an assessment of Clair Creek to improve channel designs to improve water quality, stream stability and enhance aquatic and terrestrial habitats.

**City of Cambridge** has approved developer plans to restore Middle Creek in the Hunt Club subdivision and take an on-line pond off-line, and construct a new channel using natural channel design methods.

**Fisheries Management Plan Committee** invested in making deeper pools in the river to provide more fish habitat. Grand River near Inverhaugh



New mapping tools will help engage farmers to reduce soil loss by adopting erosion control practices in problem areas.



The **Grand River Fisheries Management Committee**, chaired by **MNRF** and **GRCA** continues to work on improving the river system for fish habitat and water quality. The Grand River, near Carroll Creek, was improved by deepening pools, narrowing the channel and placing large boulders for fish cover.

**GRCA** restored over 40 hectares of erodible farmland to forests and over a hectare of seasonal wetlands were created to keep water on the landscape, and reduce erosion near the Conestogo Reservoir.

**City of Brantford** started a public consultation process on re-visioning Mohawk Lake, an historic canal system built in the 1800s for navigation, but now primarily receives stormwater from the city.

**OMAFRA's** Great Lakes Agricultural Stewardship Initiative provided funding to increase **GRCA's** capacity to engage landowners on stewardship issues. Funding from the Canada-Ontario Agreement on the Great Lakes provided support for soil erosion workshops held in Linwood, Kohler, and Alma.

**OMAFRA** funding also supported the **GRCA** to complete the update of the surface hydrology-mapping layer using a 3D mapping technology. This surface hydrology also contributes to the creation of Digital Elevation Models used for floodplain mapping, identification of nonpoint source nutrient areas and improved subwatershed delineation.

**OMAFRA** supported **GRCA** to map erosion-prone areas in the upper Nith and Conestogo basins.

**GRCA**, in partnership with the **Region of Waterloo, Guelph, Wellington, Brant, Brantford, and Haldimand** host annual Children's Water Festivals. Through hands on learning, more than 5500 students were engaged in learning about the value of our water resources. This builds the capacity of future water managers!

**Region of Waterloo** continues with their Curb the Salt program to reduce salt application on streets, parking lots and sidewalks. This will help to reduce chloride levels in local groundwater.

## Slow and Steady...

Although many of the Plan's actions are underway, a few are to start in the short term. In an adaptive management framework, water managers review progress and adjust plans as necessary for continuous improvement.



Major upgrades at the Waterloo Wastewater Treatment plant are expected in 2016/17.

Chloride levels in groundwater and in streams remains a concern. Programs like 'Curb the Salt' or 'Smart about Salt' continue in the watershed to reduce chloride at the source.

Salt impacts our water.  
**CURB THE  
 SALT**  
 We all have a role to play.

## Actions for 2016-17

- Canada, through **Environment and Climate Change Canada**, and the United States to establish phosphorus reduction targets for the eastern basin of Lake Erie.
- The **Region of Waterloo** will finish the major treatment upgrades at the Waterloo wastewater treatment plant; upgrades to the digestion process at the Preston plant; SCADA upgrades at the Hespeler plant; and an upgrade to the treatment process at the Foxboro plant
- Master Servicing Plan is expected to be complete for the **County of Brant**, Paris settlement area
- **City of Guelph** anticipates the completion of a pilot plant to treat concentrated wastewater
- Environmental assessments to consider wastewater servicing and treatment are expected to be completed for the communities of **Wellington North** (Arthur), **Township of Mapleton** (Drayton), **Oxford** (Drumbo and Princeton) and **Brant County** (St. George)
- **City of Kitchener** anticipates completion of the updated Stormwater Master Plan
- **City of Brantford** plans to launch a stormwater flow-monitoring program and subwatershed master plan studies.
- **GRCA** will work with the **City of Waterloo** to update base mapping, hydrology and hydraulic modelling for Laurel Creek
- **City of Waterloo** to develop a stormwater master plan beginning in 2016 with completion anticipated in 2017; an Environmental Assessment will start on Silver Lake and Laurel Creek rehabilitation through Waterloo Park in 2017

## Real-time river management:

The seven major reservoirs in the watershed are operated to reduce flooding and to ensure there is enough water in the river system to dilute treated wastewater effluent during dry periods. A review of reservoir operations is scheduled for 2018-19 to ensure reliability, especially as the climate continues to change.



**In the future...** are wastewater treatment plants going to be needed as water resource recovery plants?

## Actions for 2018-19

- The **Region of Waterloo** expects to complete major treatment upgrades at the Kitchener wastewater treatment plant; upgrades at the Galt plant are to begin, including improvements to the tertiary treatment process
- **Centre Wellington** to complete their Water Supply Master Plan
- **GRCA** will review the reservoir operating policy and work with the MOECC to review low flows for wastewater planning
- **City of Waterloo** will implement the rehabilitation plan for Silver Lake and Laurel Creek that runs through Waterloo Park.
- **Water managers** will sponsor cost-benefit analysis for evaluating point vs nonpoint source controls for future water quality improvements
- **GRCA** will facilitate the completion of a water resources conditions report on behalf of Plan Partners by 2019 to gauge progress toward achieving the goals of the Plan.
- The **Implementation Committee** will review the Water Management Plan in 2019 & if necessary, initiate a process to update the Plan

## 2020 and beyond

- **County of Brant** will carry out studies with plans to upgrade the Paris and St. George wastewater treatment plants
- **Water Managers** will investigate producer-municipal partnerships jointly manage nutrients and organic wastes for energy production



SAUGEEN,  
GREY SAUBLE,  
NORTHERN BRUCE PENINSULA  
SOURCE PROTECTION REGION

**For Immediate Release - June 15, 2016**

[www.waterprotection.ca](http://www.waterprotection.ca) – [c.seider@waterprotection.ca](mailto:c.seider@waterprotection.ca)

### Road Signs going up across the Source Protection Region

Grey and Bruce counties have new 'Drinking Water Protection Zone' road signs, which are the new provincial standard. They are being installed to create public awareness that certain activities have the potential to impact our drinking water supplies.

The signs will be placed within the most vulnerable source water areas - near municipal wells and areas around surface water intakes - during the next few months.

About 780 of these signs will be installed in the province, with about 150 of those in the Saugeen, Grey Sauble, Northern Bruce Peninsula Region on municipal roads and on provincial highways.

The initiative to protect sources of municipal drinking water, including the installation of road signs, is directed and funded by the Ontario Ministry of the Environment and Climate Change under the *Clean Water Act, 2006*.

“It’s important that we are all aware of where our drinking water sources are most vulnerable so that we can help protect them,” said Carl Seider, Project Manager with the local Drinking Water Source Protection office. “The signs will also be a signal to emergency responders so that public water sources can be protected in the event of a spill.”

It is important for the public to note that the signs don’t indicate a problem area, rather this is an area where additional measures are being taken to protect the municipal water supply.

The placement of the signs coincides with the July 1, 2016 effective date for implementation of the Source Protection Plan (the Plan) for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region. The Plan received approval by the Ministry of the Environment and Climate Change on October 16, 2015 and municipalities and implementing bodies have been preparing for local implementation of the Plan policies.

The Plan, introduces a variety of policies to keep contaminants out of municipal drinking water sources.

For more information, visit [www.waterprotection.ca](http://www.waterprotection.ca)  
-30-

For more information contact:

Carl Seider, Project Manager [c.seider@waterprotection.ca](mailto:c.seider@waterprotection.ca) or 519-470-3000 x102

Karen Gillan, Communications Specialist [k.gillan@waterprotection.ca](mailto:k.gillan@waterprotection.ca) or 519-470-3000 x108

[www.waterprotection.ca](http://www.waterprotection.ca)

[www.svca.on.ca](http://www.svca.on.ca)

[www.greysauble.on.ca](http://www.greysauble.on.ca)

[www.northbrucepeninsula.ca](http://www.northbrucepeninsula.ca)

Tel 519-470-3000 1-877-470-3001  
Fax 519-470-3005  
[mail@waterprotection.ca](mailto:mail@waterprotection.ca)

Office: Grey Sauble Conservation Authority  
RR4, 237897 Inglis Falls Road  
Owen Sound, ON N4K 5N6



# Drinking Water Protection Zone Road Signs

## Background

We all want clean, safe water for our future. Protecting our drinking water sources is the first step.

Our drinking water comes from water under the ground, called groundwater, or from water in lakes and rivers, called surface water.

New, provincially standard road signs mark locations where roads cross into zones where municipal drinking water sources are the most vulnerable to contamination.

They are appearing across Ontario to raise awareness about our drinking water sources and to protect our health.

The road signs will alert citizens that their actions in these zones can have an impact on a municipal drinking water source. They will also alert first responders of the need to quickly inform the appropriate authorities so action can be taken to help keep contaminants out of the public water treatment and distribution system.



## Contact Us

Give us a call for more information.

237897 Inglis Falls Road  
Owen Sound, ON  
N4K 5N6  
(519) 470-3000  
mail@waterprotection.ca  
Visit us on the web at  
[www.waterprotection.ca](http://www.waterprotection.ca)

Source Protection Plan is effective  
July 1, 2016

### Keep your eyes open for the 'NEW' Drinking Water Protection Zone signs!

- You will see the signs as you drive through a drinking water protection zone. Placement of the signs depends on where drinking water sources are most vulnerable in that area.
- These signs show where pollution spills could have a significant impact on municipal drinking water sources.
- Contact your local municipality or the Drinking Water Source Protection office for more Information about Drinking Water Protection Zone Signs near you.

*Share the Sign in your area through social media with the hashtag #SourceWaterON and #DWSP\_Saugeen*

### Why Protect Sources of Drinking Water?

- to protect public health
- to avoid the cost and need to clean up contaminated water
- to reduce the cost of water treatment
- to eliminate the need to search for new drinking water sources when existing ones become contaminated or depleted
- to ensure a long-term supply of clean water

### In the event of an accidental spill within a Drinking Water Protection Zone, emergency responders can:

- notify the local drinking water treatment plant operator\*
- notify the Spills Action Centre at 1-800-268-6060
- contain the accidental spill so clean up and remediation can occur



\*The water treatment plant operator can shut off of the raw water supply before contaminants (that can pose a danger to public health) enter the public water treatment and distribution system.

## Approved Source Protection Plan - Effective July 1, 2016

*The Plan for the Saugeen, Grey Sauble, Northern Bruce Peninsula Source Protection Region contains policies designed to keep accidental spills and other pollutants out of our shared drinking water sources. For more information:*

[www.waterprotection.ca](http://www.waterprotection.ca)

It's  
YOUR  
Community  
... MAKE THE CALL!



**CRIME**   
**STOPPERS**  
GUELPH WELLINGTON  
1-800-222-TIPS (8477)

# THE INFORMANT

SUMMER 2016



## BOARD MEMBERS WANTED

To receive an application contact us by phone at **519-846-5371** or by email at [info@csgw.tips](mailto:info@csgw.tips). We are looking for individuals who can offer support by sharing their acquired knowledge from their work environment and who have contacts within the community to promote our program's growth. At this time individuals with legal or accounting experience would be an asset.

>> *Welcome to our newest member, Alex Boughen!*

## IN THE NEWS

**101 The Grand** radio features Crime Stoppers 'live' each month at 7pm-Tuesdays on segment entitled "Swap Talk".

**CJOY** radio station is airing our public service announcements and Crime of the Week.

**Rogers TV** "Inside Guelph" edition, will return in September. CSGW is a featured guest on this program that can be viewed the first Tuesday of each month.

**Erin Radio 88.1** will be changing their name this month to **97.1 fm**. CSGW is involved in a monthly 'live' interview allowing us to bring our message to Erin.

**The River 88.7** radio station runs our Crime of the Week — sponsored by *Young's Home Hardware of Mount Forest*. **NEW** for CSGW is a monthly live broadcast on the morning show.

**Wightman's TV** Crime Stoppers segments are airing in June on their community Channel #6.

**Eastlink TV** is running our Crime of the Week.

**Cogeco TV** is running our Crime of the Week during their daily news segments.

**The Wellington Advertiser** newspaper publishes our Crime of the Week each Friday. Wellington County supports CSGW by promoting our events on their dedicated page of the Advertiser.

## PROGRAM STATISTICS

Guelph and Wellington County stats since 1988 through May 2016:

Arrests .....	1,511
Charges Laid .....	4,183
Narcotics Seized.....	\$27,165,197
Property Recovered .....	\$10,158,075
Authorized Rewards .....	\$160,855

**The numbers speak for themselves...Crime Stoppers works!**



[www.csgw.tips](http://www.csgw.tips)

# FUNDRAISING AND AWARENESS

## CSGW IS RECOGNIZED FOR 2015 ACHIEVEMENTS

Crime Stoppers Guelph Wellington (CSGW) was among 35 other local programs represented at this year's Ontario Association of Crime Stoppers (OACS) conference. Our program took home two awards in the Under 300,000 Population category for **Best Long Radio** and **Best Long Video**. We wish to acknowledge our community partners **The Grand 101** radio station in Fergus and **Wightman TV** in Clifford for these accomplishments.

The CSGW program was further honoured by winning the **Marla Moon Memorial Award of Excellence** which is an award that recognizes a program's overall achievements. We couldn't be more pleased and wanted to celebrate this wonderful news with you!



## SHREDDING EVENT



Come out to this year's 6th annual community shredding event! It will be held at **Stone Road Mall** parking lot (corner of Stone & Edinburgh) in Guelph on **Saturday September 10<sup>th</sup> 10am-2pm**.

Donation of \$5 per banker's sized box. Help prevent identity theft by having your personal documents shredded by our sponsor's mobile truck.

## PLOWING MATCH

This year's International Plowing match will be held in Wellington County in **Harriston, Town of Minto** from **September 20<sup>th</sup>-24<sup>th</sup>**.

CSGW will be sharing a space with the county in their tent. Please drop by our booth to learn more about how you can help your community as well as a chance to win \$\$\$\$. We will be holding a 50/50 draw and the moneys collected will help pay tipsters for information that they may otherwise be reluctant to give. If not for the efforts of the Crime Stoppers program and our reward incentive, some crimes would go unsolved.

## CSGW MULCH FUNDRAISERS

**THANK YOU** to our **MEDIA, POLICE** and **COMMUNITY PARTNERS** and to our **VOLUNTEERS**.

**THANK YOU** to our **COMMUNITY MEMBERS** for coming out and supporting our cause.

We couldn't have done it without you!!

A new location was added this year in the Mount Forest area in partnership with **Young's Home Hardware**. **Scotiabank** donated to our cause by providing volunteers and matching our sales of \$2,719.00.



## ROAD SIGNS

Thank you to the **Arthur Lions Club** and **Arthur Optimist Club** for jointly advertising on a CSGW road sign in Arthur, Township of North Wellington.

**A great way to gain exposure for your brand!**

We currently have space available in the Mount Forest area. Give us a call—519-846-5371 for more details.



**THE CORPORATION OF THE COUNTY OF WELLINGTON**

File No: OP-2016-02  
Municipality: County of Wellington

Date of Decision: May 26, 2016  
Date of Notice: June 8, 2016  
Last Date of Appeal: June 28, 2016

JUN 10 2016

**NOTICE OF DECISION**  
**With Respect to an Official Plan Amendment**  
**to the County of Wellington Official Plan**  
**Section 22 (6.6) of the Planning Act**  
**(Re: OPA 98 - County of Wellington)**

TWP. OF WELLINGTON NORTH

Take Notice that on **May 26, 2016** the Corporation of the County of Wellington passed **By-law No. 5477-16** to adopt **Official Plan Amendment No. 98** to the County of Wellington Official Plan.

**Purpose and Effect of the Official Plan Amendment**

That in accordance with Section 40 of the *Clean Water Act*, the purpose of the proposed amendment is to bring the County Official Plan into conformity with the relevant policies and map schedules of the Grand River; Credit Valley, Toronto and Region, and Central Lake Ontario (CTC); Saugeen, Grey Sauble, Northern Bruce Peninsula; Halton Region-Hamilton Region; and Maitland Valley Source Protection Plans as they apply to the County of Wellington. Specifically, the County Official Plan is required to conform with the applicable significant threats and land use policies set out in the individual Source Protection Plans. This Amendment also establishes a new "Communal Well Policy Area" to ensure a level of protection is maintained for existing communal wells in the Township of Puslinch that are currently identified in the County Official Plan.

This Amendment includes revised Schedules to the County Official Plan, which identifies Wellhead Protection Areas (WHPAs), Intake Protection Zones (IPZs), and Issue Contributing Areas (ICAs) for each municipal water supply source in the County as mapped in the applicable Source Protection Plan. Wellhead Protection Areas of private communal wells in Puslinch have been mapped using technical information obtained during the preparation of the Wellington County Groundwater Protection Study, 2006. A new Appendix to the County Official Plan, which identifies the Source Protection Plan Area boundaries for all applicable Source Protection Plans within the County, is also included.

**Public Input**

There were no oral submissions made at the Public Meeting. None of the written submissions were opposed to the amendment. A number of revisions to the amendment were made in response to agency technical comments.

**Exempt from Provincial Approval**

The proposed Official Plan Amendment is exempt from approval by the Ministry of Municipal Affairs and Housing and the decision of County Council is final if a notice of appeal is not received before or on the last day for filing a notice of appeal as noted above.

**When and How to file An Appeal**

Any appeal to the Ontario Municipal Board must be filed with the Corporation of the County of Wellington no later than 20 days from the date of this notice, as shown above as the last date of appeal. The notice of appeal must be sent to the attention of the Clerk for the County of Wellington at the address shown below and it must:

- (1) set out the specific part of the proposed official plan amendment to which the appeal applies,
- (2) set out the reasons for the request for appeal, and
- (3) be accompanied by the fee prescribed under the Municipal Board Act in the amount of \$125.00 payable by certified cheque to the Minister of Finance, Province of Ontario.

**Who Can File An Appeal**

Only individuals, corporations or public bodies may appeal the decision of the Corporation of the County of Wellington to the Ontario Municipal Board. A notice of appeal may not be made by an unincorporated association or group. However, a notice of appeal may be made in the name of an individual who is a member of the association or the group on its behalf.

**Getting Additional Information:**

Additional information about the application is available for public inspection during regular office hours at the Corporation of the County of Wellington at the address noted below. Public access to the adopted Official Plan Amendment No. 98 is also available on the Wellington County website at: <http://www.wellington.ca/en/business/Drinking-Water-Source-Protection-OPA-98.asp> Click on OPA 98 Council Adopted May 26, 2016.

**Mailing Address for Filing a Notice of Appeal:**

Clerk, County of Wellington  
Administration Centre  
74 Woolwich Street, Guelph ON N1H 3T9  
tel: (519) 837-2600 fax: (519) 837-1901



THE CORPORATION OF THE COUNTY OF WELLINGTON

BY-LAW NUMBER 5477-16

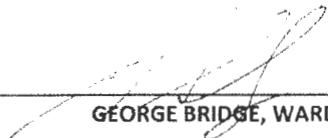
A by-law to adopt Official Plan Amendment No. 98  
(Drinking Water Source Protection)  
to the Wellington County Official Plan.

WHEREAS The Council of The Corporation of the County of Wellington, pursuant to the provisions of the Planning Act, R.S.O., 1990, as amended, does hereby enact as follows:

1. THAT Amendment Number 98 to the Official Plan for the County of Wellington, consisting of the attached text and schedules is hereby adopted.
2. THAT this by-law shall come into force and take effect on the day of the final passing thereof, subject to the provisions of the Planning Act, R.S.O., 1990, as amended.

READ A FIRST, SECOND AND THIRD TIME AND PASSED MAY 26, 2016.



  
 \_\_\_\_\_  
 GEORGE BRIDGE, WARDEN

  
 \_\_\_\_\_  
 DONNA BRYCE, COUNTY CLERK

File No: OP-2015-02  
Municipality: County of Wellington

Date of Decision: May 26, 2016  
Date of Notice: June 8, 2016  
Last Date of Appeal: June 28, 2016

RECEIVED  
JUN 13 2016

**NOTICE OF DECISION**  
With Respect to an Official Plan Amendment  
to the County of Wellington Official Plan  
Section 22 (6.6) of the Planning Act  
(Re: OPA 99 - County of Wellington)

TWP. OF WELLINGTON NORTH

Take Notice that on **May 26, 2016** the Corporation of the County of Wellington passed **By-law No. 5478-16** to adopt **Official Plan Amendment No. 99** to the County of Wellington Official Plan.

**Purpose and Effect of the Official Plan Amendment**

The purpose of the proposed Official Plan Amendment is to:

- a) Amend the Wellington Growth Forecast by updating the population, household and employment forecasts to extend to 2036 and 2041, and revise related text;
- b) Update policies for second units, to comply with changes to the *Planning Act*.

**Public Input**

There were no written objections received at the time of the Public Meeting and one oral submission was made in support of the amendment at the Public Meeting. After the Public Meeting there was a written submission and delegation to County Council by a landowner in Erin opposed to the amendment and requesting that adoption be deferred until after the Town wastewater servicing environmental assessment is complete. County Council did not defer the amendment.

**Exempt from Provincial Approval**

The proposed Official Plan Amendment is exempt from approval by the Ministry of Municipal Affairs and Housing and the decision of County Council is final if a notice of appeal is not received before or on the last day for filing a notice of appeal as noted above.

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**Mailing Address for Filing a Notice of Appeal:**

Clerk, County of Wellington  
Administration Centre  
74 Woolwich Street, Guelph ON N1H 3T9  
tel: (519) 837-2600 fax: (519) 837-1901



**AMENDMENT NUMBER 99  
TO THE OFFICIAL PLAN FOR THE  
COUNTY OF WELLINGTON**

**COUNTY OF WELLINGTON  
GENERAL AMENDMENT  
(Updated Growth Forecasts and Second Unit Policies)**



THE CORPORATION OF THE COUNTY OF WELLINGTON

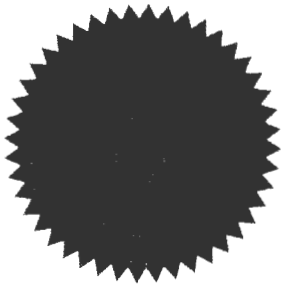
BY-LAW NUMBER 5478-16


A by-law to adopt Official Plan Amendment No. 99  
(Growth Forecast and Second Unit Updates Policy)  
to the Wellington County Official Plan.

**WHEREAS** The Council of The Corporation of the County of Wellington, pursuant to the provisions of the Planning Act, R.S.O., 1990, as amended, does hereby enact as follows:

1. **THAT** Amendment Number 99 to the Official Plan for the County of Wellington, consisting of the attached text and schedules is hereby adopted.
2. **THAT** this by-law shall come into force and take effect on the day of the final passing thereof, subject to the provisions of the Planning Act, R.S.O., 1990, as amended.

**READ A FIRST, SECOND AND THIRD TIME AND PASSED MAY 26, 2016.**



  
 \_\_\_\_\_  
 GEORGE BRIDGE, WARDEN

  
 \_\_\_\_\_  
 DONNA BRYCE, COUNTY CLERK

**AMENDMENT NUMBER 99  
TO THE  
COUNTY OF WELLINGTON OFFICIAL PLAN**

**INDEX**

**PART A - THE PREAMBLE**

The Preamble provides an explanation of the proposed amendment including the purpose, location, and background information, but does not form part of this amendment.

**PART B - THE AMENDMENT**

The Amendment describes the changes and/or modifications to the Wellington County Official Plan, which constitute Official Plan Amendment Number 99.

**PART C - THE APPENDICES**

The Appendices, if included herein, provide information related to the Amendment, but do not constitute part of the Amendment.

## PART A – THE PREAMBLE

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### PURPOSE

The purpose of the proposed Official Plan Amendment is to:

- a) Amend the Wellington Growth Forecast by updating the population, household and employment forecasts to extend to 2036 and 2041, and revise related text;
- b) Update policies for second units, to comply with changes to the *Planning Act*.

### LOCATION

The proposed amendment applies to the entire County of Wellington.

### BACKGROUND

#### **Growth Forecasts**

The current County Official Plan forecasts were adopted in 2008 to conform with and allocate the forecasts which extended to 2031 in the Growth Plan for the Greater Golden Horseshoe (the Growth Plan). Since that time, the province approved an amendment to Schedule 3 of the Growth Plan that shows population and employment forecasts at 2031, 2036 and 2041. Municipalities are required to conform to the updated Places to Grow forecast by June 17, 2018.

#### **Second Units**

Bill 140 introduced changes to legislation, including the *Planning Act*. The changes to the *Planning Act* identified affordable housing as a matter of Provincial interest and require municipalities to amend their Official Plan documents to contain policies which authorize second units in single detached, semi-detached and rowhouse dwellings; as well as structures ancillary to these dwellings. Additional changes included extending the maximum time that a garden suite may be permitted from 10 years to 20 years. The intent of the *Planning Act* changes is to increase the affordability of housing and make more efficient use of land and infrastructure.

### BASIS

#### **Growth Forecasts**

The province requires the Places to Grow population and employment forecasts for the County to be used for planning and managing growth. There is also a requirement that the County will, in consultation with the lower-tier municipalities, allocate the County growth forecasts to lower-tier municipalities.

The County retained Watson & Associates in 2014 to extend the County forecasts to 2036 and 2041, and allocate the updated forecast to local municipalities. The updated forecast was again further allocated to urban centres for residential. In May, 2015, County Council received the growth forecast update report from Watson & Associates, and directed staff to circulate the amendment to local municipalities for comment. A number of comments were received and accommodated in the draft that was formally circulated.

**Second Units**

The policies proposed in this amendment are a result of research and review of applicable Bill 140 legislation and second unit policies in other jurisdictions. A staff report which outlined the overall proposed policy direction was received by the County Planning Committee on November 12<sup>th</sup>, 2015 and circulated to local municipalities for comment. A number of comments were received and accommodated in the draft that was formally circulated.

**PUBLIC AND AGENCY INPUT**

A draft of OPA 99 was circulated for public and agency comments in March, 2016. In accordance with the Planning Act, a Public Meeting was held on April 21, 2016. No one spoke in opposition to the Amendment at the Public Meeting. Most of the written comments received in the circulation were supportive of the overall policy direction. Revisions to the Final Draft of the Amendment were made in response to comments from Conservation Authorities that second units should not be allowed in hazardous lands.

## PART B – THE AMENDMENT

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All of this part of the document entitled Part B – The Amendment, consisting of the following text and maps constitute Amendment No. 99 to the official Plan for the County of Wellington.

1. Tables 1 through 8 are deleted and replaced with the following:

**Table 1**  
**Wellington County**  
**Projected Growth in Wellington County to 2041**

	2016	2031	2036	2041
<i>Total Population<sup>1</sup></i>	95,805	122,000	132,000	140,000
<i>% of Population in Urban Centres</i>	51	59	61	62
<i>Households</i>	32,960	42,290	45,750	48,740
<i>Total Employment<sup>2</sup></i>	40,070	54,000	57,000	61,000

**Table 2**  
**Township of Wellington North**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	12,490	17,085	17,685
<i>Households</i>	4,635	6,330	6,590
<i>Total Employment<sup>2</sup></i>	7,070	9,320	9,440

	2016	2036	2041
<b>ARTHUR</b>			
<i>Total Population<sup>1</sup></i>	2,725	3,700	3,670
<i>Households</i>	1,005	1,370	1,370
<b>MOUNT FOREST</b>			
<i>Total Population<sup>1</sup></i>	5,190	8,550	9,230
<i>Households</i>	2,150	3,365	3,625
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	4,575	4,835	4,785
<i>Households</i>	1,480	1,595	1,595

**Table 3  
Town of Minto  
Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	9,065	12,380	12,810
<i>Households</i>	3,280	4,435	4,610
<i>Total Employment<sup>2</sup></i>	3,830	4,900	5,130

	2016	2036	2041
<b>CLIFFORD</b>			
<i>Total Population<sup>1</sup></i>	875	1,270	1,350
<i>Households</i>	355	490	520
<b>HARRISTON</b>			
<i>Total Population<sup>1</sup></i>	2,095	3,260	3,240
<i>Households</i>	795	1,195	1,195
<b>PALMERSTON</b>			
<i>Total Population<sup>1</sup></i>	2,875	4,310	4,660
<i>Households</i>	1,080	1,590	1,715
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	3,220	3,530	3,560
<i>Households</i>	1,050	1,160	1,180



**Table 4**  
**Township of Mapleton**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	10,785	13,575	14,060
<i>Households</i>	3,065	4,050	4,235
<i>Total Employment<sup>2</sup></i>	4,590	6,360	6,670

	2016	2036	2041
<b>DRAYTON</b>			
<i>Total Population<sup>1</sup></i>	2,285	3,650	3,990
<i>Households</i>	780	1,210	1,315
<b>MOOREFIELD</b>			
<i>Total Population<sup>1</sup></i>	440	1,730	1,970
<i>Households</i>	160	545	625
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	8,060	8,195	8,100
<i>Households</i>	2,125	2,295	2,295

**Table 5**  
**Township of Centre Wellington**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	29,885	48,520	52,310
<i>Households</i>	10,785	17,245	18,690
<i>Total Employment<sup>2</sup></i>	11,970	20,130	22,780

**Urban Centres**

	2016	2036	2041
<b>ELORA-SALEM</b>			
<i>Total Population<sup>1</sup></i>	7,565	12,080	13,060
<i>Households</i>	2,750	4,300	4,675
<b>FERGUS</b>			
<i>Total Population<sup>1</sup></i>	14,975	28,780	31,630
<i>Households</i>	5,605	10,365	11,415
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	7,345	7,660	7,625
<i>Households</i>	2,430	2,575	2,585

**Table 6**  
**Township of Guelph-Eramosa**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	13,400	14,625	14,575
<i>Households</i>	4,395	4,915	4,940
<i>Total Employment<sup>2</sup></i>	4,820	5,910	6,100

	2016	2036	2041
<b>ROCKWOOD</b>			
<i>Total Population<sup>1</sup></i>	5,000	6,125	6,075
<i>Households</i>	1,745	2,155	2,155
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	8,400	8,500	8,500
<i>Households</i>	2,650	2,760	2,785

**Table 7**  
**Town of Erin**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population<sup>1</sup></i>	12,365	15,360	15,865
<i>Households</i>	4,115	5,185	5,385
<i>Total Employment<sup>2</sup></i>	3,770	5,220	5,240

	2016	2036	2041
<b>HILLSBURGH AND ERIN*</b>			
<i>Total Population<sup>1</sup></i>	4,415	6,500	7,000
<i>Households</i>	1,530	2,235	2,420

<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population<sup>1</sup></i>	7,950	8,860	8,865
<i>Households</i>	2,585	2,950	2,965

\* Erin Village and Hillsburgh are combined until the Town of Erin Council determines how much growth will go to each community and how much growth will be serviced by municipal water and wastewater and/or partial services.

**Table 8**  
**Township of Puslinch**  
**Projected Growth in Wellington County to 2041**

	2016	2036	2041
<i>Total Population</i> <sup>1</sup>	7,815	9,565	9,655
<i>Households</i>	2,685	3,295	3,335
<i>Total Employment</i> <sup>2</sup>	4,020	5,160	5,630

	2016	2036	2041
<b>ABERFOYLE</b>			
<i>Total Population</i> <sup>1</sup>	325	345	335
<i>Households</i>	120	130	130
<b>MORRISTON</b>			
<i>Total Population</i> <sup>1</sup>	480	590	620
<i>Households</i>	185	225	235
<b>OUTSIDE URBAN CENTRES</b>			
<i>Total Population</i> <sup>1</sup>	7,010	8,630	8,700
<i>Households</i>	2,380	2,940	2,970

<sup>1.</sup> includes the net undercount adjustment which is estimated at approximately 4.1%

<sup>2.</sup> includes 'no fixed place of work' employment.

2. Section **3.1 GENERAL STRATEGY** is amended by deleting the first paragraph and replacing it with the following:

“Wellington County will grow from approximately 96,000 people in 2016 to approximately 140,000 in 2041. Wellington will plan for new housing, commerce, employment and services for about 46,000 new residents.”

3. Section **3.5 ALLOCATING GROWTH** is amended by:

a) deleting the highlighted text and replacing it with the following:

“By the year 2041, Wellington will be a community of 140,000 people.”

4. Section **4.4 HOUSING** is amended by:

a) Deleting the phrase “accessory residences” from section **4.4.5 Affordable Housing** and replacing it with “second units” in the fourth and fifth paragraph.

b) Re-numbering sub-section **4.4.6 Special Needs and Seniors Housing** to Section **“4.4.8 Special Needs and Seniors Housing.”**

c) Adding the following new sub-sections after the last paragraph of Section **4.4.5 Affordable Housing**:

**“4.4.6 Second Units**

Second units, also known as accessory or basement apartments, secondary suites or in-law suites are self-contained residential units with separate kitchen, bathroom and sleeping facilities.

Second units increase the stock of affordable rental housing; provide home owners with additional incomes; and offer alternative housing options for elderly and young adult family members.

Second units are not the same as garden suites because garden suites are temporary residences. Garden suites are addressed in Section 4.4.7 of this Plan.

It is the policy of this Plan to authorize:

a) The use of two residential units in a detached house, semi-detached house or rowhouse if no building or structure ancillary to a detached house, semi-detached house or rowhouse contains a residential unit; and

b) The use of a residential unit in a building or structure ancillary to a detached house, if the detached house contains only one single residential unit,

subject to the provisions set out below.

#### **4.4.6.1 Second Units Within a Main Residence**

One second unit may be allowed in a single detached, semi-detached or rowhouse dwelling on a property, provided that a second unit does not already exist on the property.

Local Municipalities may enact zoning provisions to address the following matters:

- a) that safe road access can be provided;
- b) the establishment of a second unit does not require the creation of an additional driveway access;
- c) that adequate off-street parking can be provided on site for both the main residence and second unit without detracting from the visual character of the area;
- d) that any exterior alterations to the main residence, necessary to accommodate the second unit, are made in the side or rear yards;
- e) that adequate amenity areas are provided for the main residence and second unit;
- f) the second unit meets the applicable Building Code, Fire Code and local property regulations;
- g) that adequate water and sewage disposal services can be provided to the second unit; and,
- h) whether a garden suite and second unit will not be permitted on the same lot.

A second unit will not be allowed in a dwelling located in hazardous lands.

#### **4.4.6.2 Second Units Within an Ancillary Building or Structure**

One second unit may be allowed in a building or structure that is ancillary to a single detached dwelling, provided that a second unit does not already exist on the property. A second unit will be prohibited from being severed from the property.

In addition to those matters outlined in Section 4.4.6.1, Local Municipalities may enact zoning provisions to address the following:

- a) the second unit is located within the main building cluster on the property;
- b) the second unit will be clearly secondary to the primary dwelling unit on the property;
- c) Minimum Distance Separation formula is complied with, where applicable;
- d) that screening/buffering, where deemed necessary, is provided to minimize visual impacts to adjacent properties and frontages.

A second unit will not be allowed in an ancillary building or structure located in hazardous lands.

#### 4.4.7 Garden Suites

Subject to Section 13.4 of this Plan a garden suite may be allowed provided it is established near the farm buildings and/or main residence on a property and adequate water supply and sewage disposal systems are available.

Local Municipalities may enact zoning provisions to address the following matters:

- a) the garden suite is located close to the existing residence on the property and is portable so that it can be easily removed when the need for the unit has discontinued;
- b) no additional access shall be provided to the lot from a public road;
- c) adequate screening/buffering, where deemed necessary, is provided to minimize the visual impact of the garden suite to adjacent properties;
- d) adequate amenity areas are provided for the existing dwelling and the second unit;
- e) the provision of a satisfactory site plan which illustrates how items a) to d) above, and any other matters deemed necessary by the municipality, have been addressed; and,
- f) the establishment of a development agreement between the owner and the municipality to address the installation and removal of the unit, site rehabilitation, listing the occupant(s) of the unit and the period of occupancy, and any other matter deemed necessary by the municipality.”

6. Section **6.4 PRIME AGRICULTURAL AREA** is amended by:

- a) by deleting bullet “f) accessory residences” under section **6.4.3 Permitted uses**, inserting the following bullets, and re-numbering subsequent bullets:

- “f) second units subject to Sections 4.4.6
- g) garden suites subject to Section 4.4.7
- h) accessory residence”

- b) deleting sub-section **6.4.6 Accessory Residences** and replacing it with the following:

#### “6.4.6 Accessory Residence

An accessory residence needed for farm help may be allowed provided that it is established within the main building cluster on the property and adequate water supply and sewage disposal systems are available.”

- c) adding the following new paragraph at the end of section **6.9.2 Permitted Uses**:

“A second unit may be allowed subject to the provisions of Section 4.4.6 of this Plan. A garden suite may also be permitted subject to the requirements of Section 4.4.7 of this Plan and in accordance with the temporary use provisions of the Planning Act, as amended.”



7. Section **7.4 HAMLETS** is amended by:
- a) deleting the last sentence of the first paragraph of sub-section **7.4.1 Permitted Uses** and replacing it with the following:
 

“A second unit may be allowed subject to the provisions of Section 4.4.6 of this Plan. A garden suite may also be permitted subject to the requirements of Section 4.4.7 of this Plan and in accordance with the temporary use provisions of the Planning Act, as amended.”
8. Section **7.5 URBAN CENTRES** is amended by:
- a) deleting the third paragraph of sub-section **7.5.5 Residential Uses** and replacing it with the following:
 

“A second unit may be allowed subject to the provisions of Section 4.4.6 of this Plan.”
9. Section **8.3 RESIDENTIAL** is amended by:
- a) inserting the following after the second paragraph of sub-section **8.3.3 Permitted Uses**:
 

“A second unit may be allowed subject to the provisions of Section 4.4.6 of this Plan.”
  - b) deleting the reference to Section 6.4.6 in the in the fourth paragraph of sub-section **8.3.3 Permitted Use** and replacing it with Section “4.4.7”.
10. Section **8.5 RESIDENTIAL TRANSITION AREA** is amended by:
- a) deleting the phrase “. Accessory apartments may also be permitted in the RESIDENTIAL TRANSITION AREA” in the second paragraph of sub-section **8.5.3 Permitted Uses**.
11. Section **10.3 PRIME AGRICULTURAL LAND** is amended by:
- a) deleting the last sentence of section **10.3.5 Lot Line Adjustments** that reads:
 

“The creation of new lots for residences surplus to farm operations is not permitted.”
12. Section **13.4 TEMPORARY USE BY-LAWS** is amended by:
- a) deleting the number “10” in the first sentence and replacing it with the number “20”.
13. Section **15 DEFINITIONS** is amended by inserting the following new definition:
- “Ancillary:**  
For the purposes of Section 4.4.6, ancillary means a shed, garage, carriage house or barn.”



# Wellington County Fire Chiefs Association

FOR IMMEDIATE RELEASE  
Tuesday, July 5, 2016

## Open Air Burning is Prohibited in Wellington County

Wellington North – Pursuant to the Ontario Fire Protection and Prevention Act the Wellington County Fire Chiefs have made the decision to prohibit all open air burning within the County.

The ban is now in effect and remain so until further notice. Open Air Burn is defined as any fire outside of a building. This includes bonfires, campfires, burn barrels, outdoor fireplaces/chimineas or any other fires set in open air. Fines are in place for those found to be in violation. **The ban also applies to Open Burn Permit holders.**

The outdoor open air fire ban has been imposed due to the extreme dryness of all vegetation in Wellington County. Provincial forest and wild land fire indicators are all at extreme levels.

If you discover a fire in the open, it is very important that you report fires immediately to 9-1-1.

Wellington North Fire will continue to watch weather forecasts and conditions. Please stay tuned to the Township's website and watch for updates.

If you have any questions regarding this order, please contact your local Fire Department.

Centre Wellington Fire & Rescue - Chief Brad Patton - 519-843-1950  
 Erin Fire & Emergency Services – Chief Dan Callaghan - 519-855-4407  
 Guelph Eramosa Fire Department - Chief John Osborne - 519-824-6590  
 Mapleton Fire Department - Chief Rick Richardson - 519-638-2949  
 Minto Fire Department – Chief Chris Harrow - 519-343-3735  
 Puslinch Fire Department – Chief Steve Goode - 519-821-3010  
**North Wellington Fire Services – Chief Dave Guilbault - 519-323-1441**  
 Guelph Fire Department – Chief Andy MacDonald – 519-824-6590



**THE CORPORATION OF THE  
TOWNSHIP OF WELLINGTON NORTH**

**BY-LAW NUMBER 059-16**

**BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF WELLINGTON NORTH AT ITS REGULAR MEETING HELD ON, JULY 11, 2016.**

**WHEREAS** Section 5 of the Municipal Act, S.O. 2001 c.25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council;

**AND WHEREAS** Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise;

**NOW THEREFORE** the Council of The Corporation of the Township of Wellington North hereby **ENACTS AS FOLLOWS**:

1. The action of the Council of the Corporation of the Township of Wellington North taken at its meeting held on July 11, 2016 in respect of each motion and resolution passed and other action taken by the Council of the Corporation of the Township of Wellington North at its meeting, is hereby adopted and confirmed as if all such proceedings were expressly embodied in this By-law.
2. That the Mayor and the proper officials of the Corporation of the Township of Wellington North are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Township of Wellington North referred to in the proceeding section hereof.
3. The Mayor and the Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the Seal of the Corporation of the Township of Wellington North.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED  
THIS 11TH DAY OF JULY, 2016.**

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**ANDREW LENNOX  
MAYOR**

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**KARREN WALLACE  
CLERK**

<b>MEETINGS, NOTICES, ANNOUNCEMENTS</b>		
Thursday, July 14, 2016	Special Council Meeting	5:00 p.m.
Monday, July 18, 2016	Administration and Finance Committee	4:30 p.m.
Thursday, July 21, 2016	Cultural Roundtable Committee	12:00 p.m.
July 29, 2016	Arthur Legion Toll Booth on George Street, Arthur	4:00p.m. to 8:00 p.m.
July 30, 2016	Arthur Legion Toll Booth on George Street, Arthur	9:00 a.m. to 1:00 p.m.
Tuesday, August 9, 2016	Public Works Committee	8:30 a.m.
Monday, August 15, 2016	Public Meeting	7:00 p.m.
Monday, August 15, 2016	Regular Council	Following Public Meeting
Tuesday, August 16, 2016	Recreation & Culture Committee	8:30 a.m.
Wednesday, August 17, 2016	Economic Development Committee	4:30 p.m.
Thursday, August 18, 2016	Cultural Roundtable Committee	12:00 p.m.
September 10, 2016	Guelph Wellington Crime Stoppers 6 <sup>th</sup> Annual Community Shredding Event (Stone Road Mall Parking Lot Guelph)	10:00 a.m. to 2:00 p.m.

**The following accessibility services can be made available to residents upon request with two weeks' notice:**

**Sign Language Services – Canadian Hearing Society – 1-877-347-3427  
 - Kitchener location – 1-855-656-3748  
 TTY: 1-877-843-0368**

**Documents in alternate forms – CNIB – 1-800-563-2642**