

Fire & Rescue Committee Meeting
Wednesday January 15, 2014
1:00 pm
Council Chambers, Aberfoyle

AGENDA

∞ Denotes Resolution Prepared

1. CALL TO ORDER

2. DISCLOSURE OF PECUNIARY INTEREST

3. APPROVAL OF MINUTES

1. Regular Meeting held Wednesday November 20, 2013

4. CLOSED MEETING

None.

5. DELEGATIONS/PRESENTATIONS

None.

6. REGULAR BUSINESS

- ∞ 1. Fireworks By-Law – Update
- ∞ 2. Open Air Burning By-Law
- 3. Future Initiatives Update
- ∞ 4. Response Activity Report – November 2013
- ∞ 5. Finance Reports – November 2013
- 6. Fire Fighters' Association Report
- 7. Training Update

7. ADJOURNMENT



MINUTES

MEMBERS PRESENT

Councillor Schmidt, Chair
Councillor Stokley
Josh Shepherd, Fire Association representative
Steven Goode, Deputy Fire Chief
Robert Gordon, Fire Chief

TOWNSHIP STAFF & OTHERS

John Uptegrove
Councillor Roth
Karen Landry, CAO/Clerk

1. CALL TO ORDER

The meeting was called to order at 1:00 pm.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. APPROVAL OF MINUTES

Moved by Councillor Stokley, Seconded by Steven Goode

FIR-2013-011

THAT the amended Fire and Rescue Committee minutes dated September 18,
2013 be approved.

CARRIED

4. CLOSED MEETING

None.

5. DELEGATIONS/PRESENTATIONS

None



6. **REGULAR BUSINESS**

1. Report FIR-2013-002 Puslinch Township West End Fire Protection 2013
Response Trial Outcomes

Steve Goode reviewed the results of the West End Fire Protection 2013
Response trial outcomes specifically outlining:

- Response times from receipt of 911 call to Enroute
- Response times Enroute to On Scene
- Response times from receipt of 911 call to On Scene
- Response times for second unit from receipt of 911 call to On Scene
- Response times of 911 call to On Scene 90th Percentile
- Measuring Operational Performance
- Comparison of all zones – Response times from receipt of 911 call to On Scene
- Geographical West End Zone On Scene Response Time Comparison
- Test Trial outcomes summary

Moved by Councillor Stokley, Seconded by Steve Goode **FIR-2013-012**

THAT the FIR-2013-002 Puslinch Township West End Fire Protection Report be received; and

THAT the Committee supports the Response Trial Outcome data being used in the formulation of a Master Fire Plan for Puslinch Fire and rescue Service which has been included in the 2014 Budget.

CARRIED



2. Fireworks By-Law – Update

Karen Landry advised that the public meeting to obtain input from the public on the proposed fireworks by-law was held on November 6, 2013. The next steps are for staff to prepare a report outlining and responding to the input received at the public meeting.

The Committee requested that the report be considered at a Committee meeting prior to it proceeding to Council, and that the interested parties on this matter be advised of the date that the Committee will consider the report. Staff will target having the report listed on a Committee agenda in early 2014.

3. Open Air Burning By-Law Review

Karen Landry advised that a few minor changes still needed to be made to the draft by-law to address matters such as camp fires, and an exemption provision for the Township Public Works and Parks department and the deletion of clause 8(3).

Staff will make the following changes and prepare a report for consideration by the Committee that will recommend that Council direct staff to proceed with holding a public meeting to obtain input on the draft by-law. Staff will target having the report listed on a Committee agenda in early 2014.

4. Draft Automatic Aid Agreement, Guelph

Moved by Councillor Stokley, Seconded by Councillor Schmidt **FIR-2013-013**
THAT the Committee hereby recommends that Council authorize the entering into of an Automatic Aid Agreement with the City of Guelph.

CARRIED



5. Budget Update

Karen Landry advised that the capital budget for Fire and Rescue Services will be considered by Council at its capital Budget meeting scheduled for December 3, 2013.

6. Future Initiatives Update

Steve Goode reported there have been 12 mutual aid incidents responded to this year. Steve Goode noted that the capital budget includes a request to acquire an interface for the communications equipment to facilitate communications with all Fire Departments including the City of Guelph.

7. Response Activity Report – September, October 2013

Moved by Councillor Stokley Seconded by Steve Goode **FIR-2013-014**
THAT the Response Activity Reports – September and October 2013 be received.

CARRIED

8. Budget review – September, October 2013

Moved by Councillor Stokley Seconded by Councillor Schmidt **FIR-2013-015**
THAT the Budget review – September and October 2013 be received.

CARRIED



9. Firefighters' Association Report

John Uptegrove advised the committee of the kids Christmas party.

John Uptegrove indicated that approximately \$6500.00 was raised for Muscular Dystrophy during the boot drive.

Josh Shepherd reported the Firefighters will be participating in the Santa Claus Parade in Puslinch and also the Rockwood Festival Parade of Lights. Josh Shepherd and Chief Gordon advised that the annual Beef on a Bun for Firefighters and Council is on December 18, 2013.

10. Training Update

Josh Shepherd advised that the Wellington County Training Officer is coordinating County wide training for new recruits. A component of the program will commence in April and includes on-line training.

John Uptegrove distributed information to the Committee members outlining statistics on training from January to November including:

- Total training hours of 3397
- Total training days of 425
- Average training day per firefighter is 11.5 for the year

Public Education

The Committee members discussed the importance of communicating through an annual report to council information on the public education events that are attended by the Firefighters.



Steve Goode updated the Committee on proposed changes to the legislation regarding carbon monoxide detectors, and the potential impact of the legislation regarding the retrofitting of retirement homes with automatic sprinklers on a facility in Puslinch.

Tender

Steve Goode advised that the tender for the Supply, delivery & installation of One (1) – Breathing Air Compressor and Two (2) 6,000 PSI Storage Cylinders will be opened on November 21, 2013 at 2:00pm.

Fire Extinguisher

Councillor Schmidt inquired if Fire and Rescue Services provides the service of checking fire extinguishers for residents. Chief Gordon advised that they do not and indicated that if the fire extinguisher is over 10 years he recommends replacing it with a new one.

Retirements

The retirement celebration for Chief Gordon and Don Stewart will be held on February 2, 2014.

7. **ADJOURNMENT**

The meeting adjourned at 2:43 pm.



REPORT ADM-2014-003

TO: Mayor and Members of Council

FROM: Karen Landry, CAO/Clerk

SUBJECT: Proposed By-law to regulate the use and sale of Fireworks
File No. C01/FIR

RECOMMENDATIONS

That Report ADM-2014-003 regarding a proposed By-law to regulate the use and sale of Fireworks be received; and

That Council enact a By-law to regulate the use and sale of Fireworks as outlined in Report ADM-2014-003.

DISCUSSION

Purpose

The purpose of this Report is to recommend that Council enact a new by-law to prohibit and regulate the sale, storage, discharge and setting off of fireworks.

Background

The Township passed By-law 20/2003 on May 7, 2003 to prohibit and regulate the setting off of fireworks.

The Fire and Rescue Committee ("Committee") at its meeting held on May 15, 2013, discussed the need to review the Fireworks By-law to update the requirements related to the discharge and setting off of Fireworks and to establish a framework and permit process for the sale of Fireworks.

Subsequently, the Committee at its meeting held on August 14, 2013, reviewed the proposed by-law and passed Recommendation No. FIR-2013-006 requesting Council to direct staff to hold a public meeting for the purpose of seeking input on the proposed by-law.

A public meeting was held on November 6, 2013.

The Fire and Rescue Committee at its meeting held on January 15, 2014 reviewed the comments made at the public meeting and the responses to those comments.

Comments raised at the Public Meeting

1. Concerns with ability for vendors to obtain from suppliers “dummy” or inert fireworks for display purposes.

Response

Insert response

Section 6(10) and 6(11) of By-law

Clarify the difference between display board and display case

2. Clarify that fireworks can be displayed in a secure glass case even if they are not inert.

Response

Section 6(10) and 6(11) of By-law

Clarify the difference between display board and display case

3. Clarify definition of High Hazard and Low Hazard Fireworks by adding a reference of 1.3 g or 1.4 g

Response

Insert Response

Section 1 of By-law

4. Consider one permit for more than one event e.g. May 24th and July 1st

Response

That an individual obtain a permit for each event as different trailers may be used and an inspection must be conducted each time.

5. Does a resident require a permit for setting off Low Hazard Fireworks

Response

A permit is not required for setting off Low Hazard Fireworks

6. Consider delegating approval for events not taking place on the designated dates to the Fire Chief.

Response

By-law can be amended to have all permits approved by designated staff.

Delete Section 5 (1) (b)

7. Include the definition of a Building

Response

The following definition can be amended:

As per Fire Protection and Prevention Act

“Building” means any structure used or intended for supporting or sheltering any use or occupancy.

See Section 1 of By-law.

8. Add the following dates to permit the discharge of Fireworks

- Chinese New Year (January or February)
- Diwali (October or November)
- New Year’s Day (January 1)
- New Year’s Eve (December 31)

Response

These dates can be added to the By-law.

Amend Sections 7 (1) and 7 (3)

9. Develop a fact sheet to assist with the interpretation of the technical terms of the By-law

Response

Staff will develop a Fact Sheet

10. Modify the By-law to permit the discharge of fireworks 2 days before and after the designated dates instead of 1 day before.

Response

Staff can amend the by-law to extend the dates before and after the designated dates.

Amend Section 7(1)

11. Permit Fee – Consider that the Puslinch Optimist Club is a service club

Response

Insert response

Financial Implications

The fees for a obtaining a permit for the setting off and discharge of fireworks and for the sale of fireworks have been included in the Township's Fee By-law which is reviewed on an annual basis as follows:

Permit for Sale of Fireworks	\$100.00
Permit for the Setting off and Discharge of Fireworks	\$100.00

These fees will come into effect upon the passing of a new By-law to regulate the sale and discharge of fireworks.

Applicable Legislation and Requirements

Fire Protection and Prevention Act, S.O. 1997, c. 4

Municipal Act, S.O. 2001, c. 25

Explosives Act, R.S.C. 1985, c. E-17

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER

A By-law to prohibit and regulate the sale, storage, display and setting off of Fireworks and to repeal By-law 20/2003

WHEREAS Section 7.1 (1) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended, provides authority to a Council of a municipality to pass by-laws to regulate fire prevention including the prevention of the spreading of fires; and

WHEREAS Section 12 (5) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended, provides authority to a Council of a municipality to pass by-laws that are more restrictive than the Ontario Fire Code requirements respecting the keeping and manufacturing of explosives; and

WHEREAS Section 120 (1) (a)(b)(c) of the Municipal Act, S. O. 2001, c. 25, as amended, provides authority to a municipality to pass a by-law to prohibit and regulate the manufacture and storage of explosives; and

WHEREAS Section 121 of the Municipal Act, S.O. 2001, c. 25, as amended, provides authority to a Council of a municipality to pass a by-law to prohibit and regulate the sale of fireworks and the setting off of fireworks and to prohibit these activities unless a permit is obtained and may impose conditions for obtaining, continuing to hold and renewing the permit including requiring the submission of plans; and

WHEREAS the Council for the Corporation of the Township of Puslinch deems it appropriate to regulate and prohibit the sale, storage, display and setting off of fireworks and pyrotechnic special effect devises;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch enacts as follows:

1. **DEFINITIONS**

In this By-law:

“Council” means the Council for the Corporation of the Township of Puslinch;

“Building” includes a structure;

“Fireworks” means any and all classes of fireworks which are included in the Federal Explosives Regulation, Department of Energy, Mines and Resources and includes Low Hazard Fireworks and High Hazard Fireworks;

“High Hazard Fireworks” are generally used for public display and includes rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, barrages, bombardos, waterfalls, fountains, mines, firecrackers and pyrotechnics;

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

“Low Hazard Fireworks” are generally used for recreation and includes firework showers, fountains, golden rain, lawn lights, pinwheels, roman candles, volcanoes and sparklers;

“Permit” means a Permit issued by Township staff pursuant to this By-law;

“Person” includes a corporation and their heirs, executors, administrators, or other legal representatives of a person to whom the context can apply according to law;

“Public Lands” includes any land owned or leased by the Township or the Corporation of the County of Wellington and includes a Highway;

“Officer” means a police officer, Fire Chief, municipal law enforcement officer or other person appointed by by-law to enforce the provisions of this By-law;

“Township” means the Corporation of the Township of Puslinch or the land within the geographic limit of the Corporation of the Township of Puslinch as the context requires.

2. GENERAL PROHIBITIONS

- (1) No Person shall display, offer for sale or sell Fireworks without a Permit.
- (2) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks on Public Lands without a Permit.
- (3) No Person shall set off, discharge, cause or permit to be set off or discharged High Hazard Fireworks in the Township without a Permit.

3. PERMIT – SALE OF FIREWORKS

- (1) Every Person making an application for a Permit for the sale of Fireworks shall submit:
 - (a) a complete application to the Township in the form provided by the Township at least thirty (30) days prior to the sale of Fireworks;

- (b) proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000.00) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter;
 - (c) in the case where the Township has granted permission for the use of Public Lands, submit proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000.00) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter and naming the Township as an additional insured;
 - (d) written permission of the property owner, if applicable;
 - (e) any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Township;
 - (f) the required Permit fee in accordance with the Township's Fee By-law.
- (2) The issuing of a Permit for the sale of Fireworks shall be subject to:
- (a) a satisfactory inspection by Township staff of the lands, Buildings to be used for the sale of Fireworks;
 - (b) terms and conditions imposed.

4. PERMIT – SETTING OFF OR DISCHARGE OF HIGH HAZARD FIREWORKS

- (1) Every Person making an application for a Permit to set off or discharge High Hazard Fireworks shall submit:
- (a) a complete application to the Township in the form provided by the Township at least thirty (30) days prior to the event;
 - (b) proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter;

- (c) in the case where the Township has granted permission for the use of Public Lands, submit proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter and naming the Township as an additional insured;
 - (d) proof of a valid Fireworks Supervisors Card issued by Energy, Mines and Resources Canada;
 - (e) written permission of the property owner, if applicable;
 - (f) a site plan drawn to approximate scale outlining the following:
 - i) direction of firing;
 - ii) spectator viewing area;
 - iii) separation distances between buildings;
 - iv) position of ramps and mortar;
 - v) significant ground features;
 - vi) Buildings;
 - vii) overhead obstructions;
 - viii) parking areas; and
 - ix) ingress and egress routes to the lands
 - (f) procedures related to the setting off of High Hazard Fireworks and Emergency Response;
 - (g) a list of individuals assisting with the setting off of Fireworks on the date of the event;
 - (h) any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Township;
 - (i) the required Permit fee in accordance with the Township's Fee By-law.
- (2) The issuing of a Permit for the setting off or discharge of High Hazard Fireworks shall be subject to:
- (a) a satisfactory inspection by Township staff of the lands to be used for the setting off or discharge High Hazard Fireworks;
 - (b) terms and conditions imposed.

5. PERMIT – SETTING OFF OR DISCHARGE OF HIGH HAZARD FIREWORKS – OTHER THAN ON A DATE SPECIFICALLY PERMITTED BY THIS BY-LAW

- (1) Every Person making an application for a Permit to set off or discharge High Hazard Fireworks on a date not specifically permitted by this By-law shall be subject to the application process outlined in Section 4 of this By-law and shall:
 - (a) submit a complete application to the Township in the form provided by the Township at least forty-five (45) days prior to the event; and
 - (b) obtain authorization from Township Council.

6. STORAGE AND SALE OF FIREWORKS

- (1) No Person shall display, offer for sale or sell Fireworks except on the day being observed as:

Victoria Day;
Canada Day; and

eight (8) days prior to the day being observed as Victoria Day and Canada Day.
- (2) No Person shall display, offer for sale or sell Fireworks except from lands designated under the Township's Zoning By-law as Commercial, Industrial, Institutional or Open Space.
- (3) No Person shall sell Fireworks to a person under the age of eighteen (18) years of age.
- (4) No person shall display, offer for sale, or sell Fireworks that exceed one thousand (1000) kilograms unless the wholesaler is licensed by the Explosives Division, Department of Energy, Mines and Resources.
- (5) No Person shall display, offer for sale or sell within a Building Fireworks in a lot, bin or bundle that exceeds twenty-five (25) kilograms.
- (6) No person shall store Fireworks except in a cool dry place, away from any sources of heat and any substance that could cause ignition.
- (7) No person shall permit access to Fireworks stored within a Building, unless the Building has two (2) operative doors.
- (8) No person shall display, offer for sale or sell Fireworks without posting a sign at every entrance to the Building that is clearly visible with letters and symbols at

least 10 cm high that indicates that any substance that can cause ignition is prohibited within six (6) meters of the Building.

- (9) No person shall possess any substance that can cause ignition within six (6) metres of Fireworks.
- (10) No person shall permit Fireworks to be displayed or offered for sale except for in an enclosed, non-combustible display unit, locked and accessible only to employees.
- (11) No person shall have a display board of Fireworks, except for a display board that contains inert articles that is obtained from the distributor or the product manufacturer.
- (12) No person shall permit any person other than an employee to handle any Fireworks that are not in consumer packs until the articles have been purchased.
- (13) No person shall permit Fireworks that remain unsold at the expiration of the selling period to be stored in a manner other than in a cool, dry place remote from flammable materials and inaccessible to the public.
- (14) No person shall display, store, offer for sale or sell Fireworks other than in accordance with applicable legislation.

7. DISCHARGE OR SET OFF OF FIREWORKS

- (1) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks in the Township at any time except on the day observed as:
Victoria Day;
Canada Day; and
on the day immediately preceding Victoria Day or Canada Day, unless permission to do so has been granted by Township Council in accordance with the provisions of this By-law.
- (2) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks in the Township on any day between 11:00 p.m. and 10:00 a.m. the following day.
- (3) Notwithstanding Section 7(2), Fireworks may be set off or discharged between 11:00 a.m. on New Year's Eve and 1:00 a.m. on New Year's Day where a permit has been issued in accordance with this By-law.

- (4) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks:
 - a) within fifty (50) meters of a nursing home or group home; or
 - b) within fifty (50) meters of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold; and
 - c) when a burning ban is in effect within the Township.
- (5) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks other than those authorized pursuant to the Explosives Act, R.S.C. 1985, c. E. 17 and its regulations.
- (6) No person under the age of eighteen (18) years of age shall set off or discharge Fireworks.
- (7) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks other than in accordance with any applicable legislation.
- (8) No person shall fail to remove all Fireworks and debris immediately after the conclusion of the event for the setting off or discharging of Fireworks.

8. ENFORCEMENT AND PENALTY PROVISIONS

- (1) The enforcement of this By-law shall be conducted by an Officer.
- (2) No person shall hinder or obstruct an Officer in the enforcement of this By-law.
- (3) Any person who is alleged to have contravened any section of this By-law shall identify themselves to an Officer upon request, failure to do so shall be deemed to have hindered or obstructed an Officer in the execution of his duties.
- (4) An Officer may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the By-law is complied with.
- (5) Every person shall comply with the terms and conditions of a Permit.
- (5) Every person who contravenes any provision of this By-law is guilty of an offence.
- (6) Every director or officer of a corporation who knowingly concurs in the contravention of any provision of this By-law by the corporation is guilty of an offence.

(7) A person who is convicted of an offence is liable:

- (a) on a first offence, to a fine of not less than \$250.00 and to a fine of not more than \$50,000.00; and
- (b) on a second and each subsequent offence, to a fine of not less than \$500.00 and a fine of not more than \$100,000.00

9. SEVERABILITY

- (1) If a court of competent jurisdiction declares any section or part of the By-law invalid, it is the intention of Council that the remainder of the By-law shall continue in force.

10. SINGULAR AND PLURAL USE

- (1) In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

11. REPEAL

- (1) By-law 20/2003 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XXXX DAY OF XXXXXXXXXX, 2014.

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING MINUTES

DATE: Wednesday, November 6, 2013

TIME: 3:30 p.m.

PLACE: Puslinch Municipal Complex
7404 Wellington Rd. 34

FILE NUMBER: CO1-FIR

MEMBERS: Mayor Dennis Lever – Chair
Councillor Susan Fielding
Councillor Ken Roth
Councillor Jerry Schmidt
Councillor Wayne Stokley

The Chair reminded attendees to ensure that they have signed in and provided their contact information.

The Chair advised the attendees that those who wished to make comments should stand, state their name for the record and address their comments to those in attendance.

Presentations

The Chair introduced Fire Chief, Robert Gordon and Deputy Fire Chief, Steve Goode.

Deputy Fire Chief Goode advised that the Township passed the current By-law 20/2003 on May 7, 2003 to prohibit and regulate the setting off of fireworks.

Deputy Fire Chief Goode advised that at the May 15, 2013, Fire and Rescue Committee meeting it was discussed that there was a need to review the existing Fireworks By-law, as the by-law was in need of an update regarding the requirements related to the discharge and setting off of Fireworks and to establish a framework and permit process for the sale of Fireworks.

Deputy Fire Chief Goode advised that the Fire and Rescue Committee reviewed the proposed by-law at its meeting held on August 14, 2013, and passed a recommendation requesting Council to direct staff to hold a public meeting for the purpose of seeking input on the proposed by-law.

Deputy Fire Chief Goode made a presentation which outlined the proposed changes to the by-law relating to the Sale of Fireworks which included the following:

- A requirement to apply for and obtain a permit – minimum 30 days prior to event
- Fireworks can be offered for sale on the day being observed as Victoria Day and Canada Day and eight (8) days prior to
- Criteria established for obtaining a permit
- Complete application form
- A Permit Fee of \$100.00
- A requirement of Commercial General Liability Coverage - \$5,000,000
- If the sale is authorized on Township land – insurance shall name the Township as an additional insured
- Written permission of property owner
- Inspection
- Lands must be zoned as Commercial, Industrial, Institutional or Open Space



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 2

Deputy Fire Chief Goode, outlined the proposed changes with respect to Storage and Display of fireworks which included:

- Within any building display fireworks that exceed 25kg within a “lot”, “bin” or “bundle”
- Wholesaler licensed by the Department of Energy, Mines and Resources when exceeding 1,000kg
- Stored in a cool dry place, away from any sources of heat and any substance that could cause ignition
- Possess any substance that can cause ignition within 6m of Fireworks
- Permit access to fireworks stored in a building unless the building has 2 operative doors
- Post applicable signage
- Fireworks must be in an enclosed, non-combustible display unit, locked and accessible only to employees
- Only have a display board that has inert articles that is obtained from the distributor or the product manufacturer
- Only an employee may handle fireworks that are not in consumer packs until the articles have been purchased

Deputy Fire Chief Goode, outlined the proposed changes with respect to Setting Off/Discharge of Fireworks which included:

- Requirement to apply for and obtain a permit – minimum 30 days prior to event
- Permit issued by staff except for events not taking place on the day being observed as Victoria Day, Canada Day or on the day immediately preceding
- Fire Chief may impose conditions
- Criteria established for obtaining a permit
- Complete application form
- Fee - \$100.00
- Commercial General Liability Coverage - \$5,000,000
- If the setting off/discharge of fireworks is authorized on Township land – insurance shall name the Township as an additional insured
- Written permission of property owner
- Inspection
- Proof valid Fireworks Supervisors Card
- Procedures for setting off High Hazard Fireworks and Emergency Response
- Site Plan
- Any other documents that may be required by staff to satisfy any concerns

Deputy Fire Chief Goode concluded his presentation by advising that the next steps included reporting back to Council in February 2014 on results of this Public Meeting and recommending adoption of the Proposed By-Law to regulate the Use and Sale of Fireworks.

Questions/Comments

The Chair asked if there were any members of the public who wished to voice a comment or question.

Mr. Brian McFalome advised that he had been selling fireworks for the past 21 years. He requested clarification as to the venue of this meeting.

The Chair advised that the purpose of this meeting was to seek the public's comments and questions regarding the proposed by-law.

Mr. McFalome advised that he believed the proposed by-law was a good idea.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page | 3

Mr. McFalome advised that the proposed by-law states that when selling fireworks the display requires dummies or empty fireworks.

Mr. McFalome advised that he has done some research of the 5 major providers of the fireworks and advised that one of the companies, Vulcan, can provide dummies, but he was unable to purchase dummies from many of the other suppliers. He suggested that the proposed requirements for dummies in a display posed a challenge as it is illegal to alter or tamper with fireworks in order to make them into dummies for the display and he was unsure as to how to comply with proposed by-law.

Deputy Fire Chief Goode advised that in previous years inspections had been performed at Mr. McFalome's business, Holy Smokes, and they were in compliance with respect to their displays.

Deputy Fire Chief Goode commented that there is no value in consumers picking up the fireworks to inspect before purchasing and commented on the Optimist Club's use of a glass display case for their fireworks.

Ms. Camilla Leach commented that she has fireworks in a glass case but the fireworks are not inert and she is concerned that she will not be complying with the proposed by-law.

The Chair commented that he believed the by-law read that either the fireworks were to be displayed in a locked case or on a display board with inert articles.

Deputy Fire Chief Goode clarified that paragraph 6(11) of the proposed by-law made reference to a display board where fireworks were to be inert and that paragraph 6(10) of the proposed by-law made reference to a locked display case where the fireworks could be active.

The Chair asked if the proposed by-law could be made clearer in defining the wording between display board and display case.

Mr. McFalome commented that it would be of assistance if the definition of low hazard and high hazard fireworks in the by-law could include the classification to add low hazard classification of 1.4 g – consumer fireworks or Class C- backyard fireworks or 1.3 g commercial fireworks – high hazard.

Mr. McFalome suggested that if an individual could look at a list and be able to distinguish high or low hazard, if it had 1.3 g or 1.4 g designation in the by-law that this would make it much easier.

Deputy Fire Chief Goode advised that with respect to high hazard fireworks, there was a requirement of a supervisor card and these individuals would be trained and would recognize and know the different classifications and added that Holy Smokes was unable to sell high hazard fireworks.

Mr. McFalome commented that to purchase 1.3 g high hazard fireworks was not easy and did require certification but thought that the 1.4 g designation for low hazard fireworks would provide clarity for the common resident with respect to the requirements for a permit.

The Chair suggested that staff consider clarification of the definitions of low and high hazard fireworks when reporting back to Council.

Mr. Robert McFarlane questioned as to whether the Puslinch Optimist Club sold low hazard fireworks.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page | 4

Deputy Fire Chief Goode responded that the Club sold low hazard fireworks.

Mr. Don McKay questioned as to what the timing was for the fee structure and questioned as to whether it was necessary to obtain two permits for the May 24th sale of fireworks and July 1st sales.

Deputy Fire Chief Goode responded that it would be necessary to obtain 2 permits. He explained that each of the events used different trailers and required separate inspection processes each time the sale took place.

Mr. McFalome asked for clarification regarding the permit process for residents and if they were using low hazard fireworks did they require a permit.

Deputy Fire Chief Goode advised that residents did not require a permit to discharge fireworks on the two dates specified in the by-law and if they were discharging low hazard fireworks other than the two dates specified that the resident would need to contact the Township and receive approval.

Mr. McFalome questioned as to whether this was a final by-law.

The Chair advised that the proposed by-law was under consideration and the purpose of the Public Meeting is to obtain public input.

Mr. McFalome asked if there was a different way to acquire approval where a class C situation had something small.

Deputy Fire Chief Goode advised that the problem existed on how the definition of how big or how small.

Mr. McFalome questioned as to how are the individuals on Council better equipped to provide approval. Mr. McFalome, suggested that the fire department would be better to determine and make decisions for all permits.

Ms. Camilla Leach questioned as to whether there was anything in the by-law for low hazard fireworks displays.

Deputy Fire Chief Goode advised that this information was contained in section 5 of the proposed by-law.

The Chair asked if there were any members of Council who wished to voice a comment or concern regarding the proposed by-law.

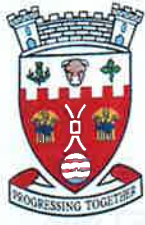
Councillor Schmidt advised that the by-law seems to address Victoria Day and Canada Day, but would like to see a final by-law where it is spelled out easily where request do not have to go to Council for approval.

Councillor Roth advised that the proposed by-law needs clarification to easily understand what is a high and low hazard firework.

Councillor Roth questioned what the restrictions under the present by-law are for setting off fireworks on November 20th.

Deputy Fire Chief Goode advised that under the present by-law there are no restrictions.

Councillor Roth questioned as to what the requirements are under the proposed by-law?



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 5

Deputy Fire Chief Goode advised that the parameters if not on Canada Day or Victoria Day would need to obtain approval.

Deputy Fire Chief Goode stated staff will consider the suggestion to eliminate obtaining approval from Council where the discharge of fireworks was not on the specified dates contained in the proposed by-law.

Councillor Roth asked if he would be required to purchase a permit for low hazard fireworks display.

Deputy Fire Chief Goode advised that the intent of the by-law was not to restrict the setting off of low hazard fireworks by families.

Councillor Stokley advised that he agreed that there needed to be clarification on the definition of low and high hazard fireworks.

Councillor Stokley questioned as to whether there was a definition regarding what a building is.

Deputy Fire Chief Goode responded that yes a building includes a structure which includes tent, trailer and building.

Councillor Stokley asked as to where is the definition found.

Deputy Fire Chief Goode advised that the definition is contained in the Fire Code.

Councillor Stokley suggested that the Fire Code definition of structure should be included in the proposed by-law.

Councillor Fielding advised that she believed it was better for staff to be making the decisions regarding approval for discharge of fireworks and not Council.

The Chair questioned under the Storage and Display section does the reference to 25kg relates to the entire building.

Deputy Fire Chief Goode advised that this was in reference to a box of fireworks and not the entire building.

The Chair advised that he would like to see New Year's Day added to the permitted discharge days in the by-law.

Deputy Fire Chief Goode advised that there are two other discharge dates to consider these being Chinese New Year and Diwali.

The Chair advised that the proposed by-law is technical and a facts sheet would be helpful.

The Chair advised that he was in favor of delegating fireworks approval to the Fire Department.

The Chair inquired if there were any further comments or questions.

Ms. Camilla Leach advised that a number of municipalities including the City of Guelph who recently amended their Fireworks By-Law to include Diwali; the City of Waterloo who recently amended their Fireworks By-law to include Diwali and Chinese New Year and the City of Brampton amended their by-law to include New Year's Eve.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH PUBLIC MEETING

Page / 6

Ms. Camilla Leach advised that the Township may want to look at these by-laws.

Mr. Robert McFarlane advised that when considering the permit fee structure that it be considered that the Puslinch Optimist Club is a service club.

Deputy Fire Chief Goode advised that the Optimist Club would not require a high hazard permit.

Ms. Camilla Leach advised that she was concerned about the restrictions around Canada Day and that this holiday can be celebrated when people have 2 days off. Ms. Leach suggested that the times for discharge of fireworks be modified to include 2 days before and 2 days after the holiday.

Ms. Leach advised that the Town of Milton allows 2 days before Canada Day; City of Waterloo 7 days before and after; City of Cambridge 2 days before and after and Hamilton 2 days before and after the Canada Day holiday.

The Chair thanked those in attendance for their comments and questions and advised that written comments can be submitted to the Township.

The Chair reminded those in attendance to sign in and advised that those who have signed in will be notified when the by-law returns for consideration.

The Chair inquired as to whether there were any additional comments or questions.

There were no further comments or questions.

ADJOURNMENT:

The meeting adjourned at 4:11 p.m.



REPORT ADM-2013-005

TO: Mayor and Members of Council

FROM: Karen Landry, CAO/Clerk

SUBJECT: Proposed By-law to regulate the use and sale of Fireworks
File No. C01/FIR

RECOMMENDATIONS

That Report ADM-2013-005 regarding a proposed By-law to regulate the use and sale of Fireworks be received; and

That Council directs staff to proceed with holding a Public Meeting on November 6, 2013, at 3:30 p.m. in the Council Chambers at the Municipal Complex; and

That staff advise any stakeholders that may have an interest in this matter of the Public Meeting.

DISCUSSION

Purpose

The purpose of this Report is to obtain direction from Council to proceed with holding a Public Meeting to obtain input from the public on the proposed By-law that prohibits and regulates the sale, storage, discharge and setting off of fireworks.

Background

The Township passed By-law 20/2003 on May 7, 2003 to prohibit and regulate the setting off of fireworks.

The Fire and Rescue Committee ("Committee") at its meeting held on May 15, 2013, discussed the need to review the Fireworks By-law to update the requirements related to the discharge and setting off of Fireworks and to establish a framework and permit process for the sale of Fireworks.

Subsequently, the Committee at its meeting held on August 14, 2013, reviewed the proposed by-law and passed Recommendation No. FIR-2013-006 requesting Council to direct staff to hold a public meeting for the purpose of seeking input on the proposed by-law.

By-law Requirements

Outlined below are three tables summarizing the requirements and obligations contained in the Township's current and proposed by-law:

Setting off and Discharge of Fireworks

Current By-law 20/2003	Proposed By-law	Comments
Permit required for High Hazard Fireworks	Permit required for High Hazard Fireworks	No Change
Permit issued by Fire Chief or designate	Permit issued by staff except where the event is not taking place on the day being observed as Victoria Day, Canada Day or on the day immediately preceding Victoria Day or Canada Day. Any other day requires Council approval.	Addressed in section below
Permit may be issued for any time of the year	Permit may be issued for any time of year	Council approval is required for an event not taking place on the day being observed as Victoria Day, Canada Day or on the day immediately preceding Victoria Day or Canada Day.
Permit issued upon satisfying requirements in the By-law	Permit issued upon satisfying requirements in the By-law	No Change
Application to be filed seven (7) days prior to proposed event	Application to be filed thirty (30) days prior to proposed event. Application to be filed forty-five (45) days prior to proposed event where Council approval is required.	Submitting an application seven (7) days prior to the proposed event does not provide sufficient time to review the application, accompanying documents, recommend modifications where deemed appropriate and conduct a site inspection.
Fire Chief or designate may		Addressed in the

impose conditions to ensure the safety of the public		section below
Compliance with terms and conditions of the permit is required	Compliance with terms and conditions of the permit is required	No Change
<p>Complete and submit application form together with:</p> <ul style="list-style-type: none"> • Site Plan • Emergency Response Procedures • List of crew members • Valid Fireworks Card for "Display" • Liability Insurance • Written permission of the property owner 	<p>Complete and submit application form together with:</p> <ul style="list-style-type: none"> • Site Plan • Emergency Response Procedures • List of individuals assisting with the setting off of fireworks • Valid Fireworks Supervisors Card • Commercial General Liability Coverage in a minimum amount of no less than \$5,000,000 million dollars with an endorsement for notice in writing at least 15 days prior to cancellation of the policy • Where the event is taking place on Township Land the insurance policy is to name the Township as an additional insured • Written permission of the property owner • Any other documents required to substantiate compliance with other legislation • Permit fee • Subject to an inspection 	Clarification provided regarding the requirements related to insurance. Fee for obtaining a permit.
	Shall not set off or discharge Fireworks between 11:00 p.m. on one day and 10:00 a.m. the following day.	Exception for New Year's Eve and Day.
	<p>Shall not set off or discharge:</p> <ul style="list-style-type: none"> • within 50 m of a nursing home or group home • within 50 m of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold • when a burning ban is in effect 	Added
	No person under the age of 18 years of age shall set off or discharge fireworks	Added

Sale of Fireworks

Current By-law 20/2003	Proposed By-law	Comments
No current provisions	Sale of Fireworks requires a permit	Added
	Sale of Fireworks may take place on the day being observed as Victoria Day, Canada Day and eight (8) days prior to the day being observed as Victoria Day and Canada Day	Added
	Permit issued by staff	Added
	Application to be filed thirty (30) days prior to proposed event.	Added
	Compliance with terms and conditions of the permit is required	Added
	Complete and submit application form together with: <ul style="list-style-type: none"> • Commercial General Liability Coverage in a minimum amount of no less than \$5,000,000 million dollars with an endorsement for notice in writing at least 15 days prior to cancellation of the policy • Where the sale of fireworks is taking place on Township Land the insurance policy is to name the Township as an additional insured • Written permission of the property owner • Any other documents required to substantiate compliance with other legislation • Permit fee • Subject to an inspection 	Added
	Sale can take place within a Commercial, Industrial, Institutional and Open Space Zone	Added
	Shall not sell to a person under the age of eighteen (18) years	Added

Storage and Display

Current By-law 20/2003	Proposed By-law	Comments
Within any building display fireworks within a "lot" or "bin" which exceeds 25 kg	Within any building display fireworks within a "lot", "bin" or "bundle" that exceeds 25 kg	Minor wording amendment
Display or offer for sale fireworks which exceeds 1,000 kg unless the wholesaler is licensed by Department of Energy, Mines and Resources	Display or offer for sale fireworks which exceeds 1,000 kg unless the wholesaler is licensed by Department of Energy, Mines and Resources	Minor wording amendment
Exposed to direct sunlight	Must be stored in a cool dry place, away from any sources of heat and any substance that could cause ignition	Minor wording amendment
Possess within 6 metres of Fireworks a lighted match, lighter, pipe, cigar or cigarette	Possess any substance that can cause ignition within 6 m of Fireworks	Minor wording amendment
Permit access to a building where fireworks are stored unless there are two (2) operative doors for egress	Permit access to Fireworks stored within a Building, unless the Building has two (2) operative doors	Minor wording amendment
Post signage on the building where fireworks are stored indicating that a lighted match, lighter, pipe, cigar or cigarette is prohibited within 6 m of the building	Post signage on the building where fireworks are stored indicating that any substance that can cause ignition is prohibited within 6 m of the building	Minor wording amendment
Fire extinguishers installed in accordance with the Ontario Fire Code	No person shall display, store, offer for sale or sell Fireworks other than in accordance with any applicable legislation	Minor wording amendment
	Display or offer for sale fireworks except in an enclosed, non-combustible display unit, locked and accessible only to employees	Added
	May only have a display board that has inert articles that is obtained from the distributor or the product manufacturer	Added
	Only an employee may handle fireworks that are not in consumer packs until the articles have been purchased	Added
	Shall not permit fireworks that remain unsold at the expiration of the selling period to be stored in a manner other than in a cool, dry place remote from	Added

	flammable materials and inaccessible to the public	
--	--	--

Surrounding Municipalities & Fees

Municipality	Permit Required for Setting off Fireworks	Fee	Permit Required for Sale of Fireworks	Fee
Guelph	Yes	No*	Yes	No*
Milton	Yes	\$200.00	Yes	\$81.00
Cambridge	Yes	\$0.00	Yes	\$78.50
Guelph-Eramosa	No	N/A	No	N/A

* Under Review

Financial Implications

The fees for obtaining a permit for the setting off and discharge of fireworks and for the sale of fireworks will be included in the Township's Fee By-law which is reviewed on annual basis.

It is recommended that the initial fees be as follows:

Permit for Sale of Fireworks	\$100.00
Permit for the Setting off and Discharge of Fireworks	\$200.00

It is recommended that these fees initially be set as proposed based upon the estimated time for administering the process of issuing a permit, conducting an inspection and any follow up inspections and enforcement. The fee will be reviewed annually.

Applicable Legislation and Requirements

Fire Protection and Prevention Act, S.O. 1997, c. 4

Municipal Act, S.O. 2001, c. 25

Explosives Act, R.S.C. 1985, c. E-17

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER

A By-law to prohibit and regulate the sale, storage,
display and setting off of Fireworks and to repeal
By-law 20/2003

WHEREAS Section 7.1 (1) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended, provides authority to a Council of a municipality to pass by-laws to regulate fire prevention including the prevention of the spreading of fires; and

WHEREAS Section 12 (5) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended, provides authority to a Council of a municipality to pass by-laws that are more restrictive than the Ontario Fire Code requirements respecting the keeping and manufacturing of explosives; and

WHEREAS Section 120 (1) (a)(b)(c) of the Municipal Act, S. O. 2001, c. 25, as amended, provides authority to a municipality to pass a by-law to prohibit and regulate the manufacture and storage of explosives; and

WHEREAS Section 121 of the Municipal Act, S.O. 2001, c. 25, as amended, provides authority to a Council of a municipality to pass a by-law to prohibit and regulate the sale of fireworks and the setting off of fireworks and to prohibit these activities unless a permit is obtained and may impose conditions for obtaining, continuing to hold and renewing the permit including requiring the submission of plans; and

WHEREAS the Council for the Corporation of the Township of Puslinch deems it appropriate to regulate and prohibit the sale, storage, display and setting off of fireworks and pyrotechnic special effect devises;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch enacts as follows:

1. **DEFINITIONS**

In this By-law:

“Council” means the Council for the Corporation of the Township of Puslinch;

“Building” includes a structure;

“Fireworks” means any and all classes of fireworks which are included in the Federal Explosives Regulation, Department of Energy, Mines and Resources and includes Low Hazard Fireworks and High Hazard Fireworks;

“High Hazard Fireworks” are generally used for public display and includes rockets, serpents, shells, bombshells, tourbillions, maroons, large wheels, bouquets, barrages, bombardos, waterfalls, fountains, mines, firecrackers and pyrotechnics;

“Highway” includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof;

“Low Hazard Fireworks” are generally used for recreation and includes firework showers, fountains, golden rain, lawn lights, pinwheels, roman candles, volcanoes and sparklers;

“Permit” means a Permit issued by Township staff pursuant to this By-law;

“Person” includes a corporation and their heirs, executors, administrators, or other legal representatives of a person to whom the context can apply according to law;

“Public Lands” includes any land owned or leased by the Township or the Corporation of the County of Wellington and includes a Highway;

“Officer” means a police officer, municipal law enforcement officer or other person appointed by by-law to enforce the provisions of this By-law;

“Township” means the Corporation of the Township of Puslinch or the land within the geographic limit of the Corporation of the Township of Puslinch as the context requires.

2. GENERAL PROHIBITIONS

- (1) No Person shall display, offer for sale or sell Fireworks without a Permit.
- (2) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks on Public Lands without a Permit.
- (3) No Person shall set off, discharge, cause or permit to be set off or discharged High Hazard Fireworks in the Township without a Permit.

3. PERMIT – SALE OF FIREWORKS

- (1) Every Person making an application for a Permit for the sale of Fireworks shall submit:
 - (a) a complete application to the Township in the form provided by the Township at least thirty (30) days prior to the sale of Fireworks;
 - (b) proof of current Commercial General Liability Insurance in

a minimum amount of no less than five (5) million dollars (\$5,000,000.00) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance

underwriter;

(c) in the case where the Township has granted permission for the use of Public Lands, submit proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000.00) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter and naming the Township as an additional insured;

(d) written permission of the property owner, if applicable;

(e) any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Township;

(f) the required Permit fee in accordance with the Township's Fee By-law.

(2) The issuing of a Permit for the sale of Fireworks shall be subject to:

(a) a satisfactory inspection by Township staff of the lands, Buildings to be used for the sale of Fireworks;

(b) terms and conditions imposed.

4. PERMIT – SETTING OFF OR DISCHARGE OF HIGH HAZARD FIREWORKS

(1) Every Person making an application for a Permit to set off or discharge High Hazard Fireworks shall submit:

- (a) a complete application to the Township in the form provided by the Township at least thirty (30) days prior to the event;
- (b) proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter;
- (c) in the case where the Township has granted permission for the use of Public Lands, submit proof of current Commercial General Liability Insurance in a minimum amount of no less than five (5) million dollars (\$5,000,000) for the term of the Permit with an endorsement that notice in writing at least fifteen (15) days prior to cancellation, expiration, or variation thereof will be given to the Township by the insurance underwriter and naming the Township as an additional insured;
- (d) proof of a valid Fireworks Supervisors Card issued by Energy, Mines and Resources Canada;
- (e) written permission of the property owner, if applicable;
- (f) a site plan drawn to approximate scale outlining the following:
 - i) direction of firing;
 - ii) spectator viewing area;
 - iii) separation distances between buildings;
 - iv) position of ramps and mortar;
 - v) significant ground features;
 - vi) Buildings;
 - vii) overhead obstructions;
 - viii) parking areas; and
 - ix) ingress and egress routes to the lands
- (f) procedures related to the setting off of High Hazard Fireworks and Emergency Response;

- (g) a list of individuals assisting with the setting off of Fireworks on the date of the event;
 - (h) any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Township;
 - (i) the required Permit fee in accordance with the Township's Fee By-law.
- (2) The issuing of a Permit for the setting off or discharge of High Hazard Fireworks shall be subject to:
- (a) a satisfactory inspection by Township staff of the lands to be used for the setting off or discharge High Hazard Fireworks;
 - (b) terms and conditions imposed.

5. PERMIT – SETTING OFF OR DISCHARGE OF HIGH HAZARD FIREWORKS – OTHER THAN ON A DATE SPECIFICALLY PERMITTED BY THIS BY-LAW

- (1) Every Person making an application for a Permit to set off or discharge High Hazard Fireworks on a date not specifically permitted by this By-law shall be subject to the application process outlined in Section 4 of this By-law and shall:
- (a) submit a complete application to the Township in the form provided by the Township at least forty-five (45) days prior to the event; and
 - (b) obtain authorization from Township Council.

6. STORAGE AND SALE OF FIREWORKS

- (1) No Person shall display, offer for sale or sell Fireworks except on the day being observed as:

Victoria Day;

Canada Day; and

eight (8) days prior to the day being observed as Victoria Day and Canada Day.

- (2) No Person shall display, offer for sale or sell Fireworks except from lands designated under the Township's Zoning By-law as Commercial, Industrial, Institutional or Open Space.
- (3) No Person shall sell Fireworks to a person under the age of eighteen (18) years of age.
- (4) No person shall display, offer for sale, or sell Fireworks that exceed one thousand (1000) kilograms unless the wholesaler is licensed by the Explosives Division, Department of Energy, Mines and Resources.
- (5) No Person shall display, offer for sale or sell within a Building Fireworks in a lot, bin or bundle that exceeds twenty-five (25) kilograms.
- (6) No person shall store Fireworks except in a cool dry place, away from any sources of heat and any substance that could cause ignition.
- (7) No person shall permit access to Fireworks stored within a Building, unless the Building has two (2) operative doors.
- (8) No person shall display, offer for sale or sell Fireworks without posting a sign at every entrance to the Building that is clearly visible with letters and symbols at least 10 cm high that indicates that any substance that can cause ignition is prohibited within six (6) meters of the Building.

- (9) No person shall possess any substance that can cause ignition within six (6) metres of Fireworks.
- (10) No person shall permit Fireworks to be displayed or offered for sale except for in an enclosed, non-combustible display unit, locked and accessible only to employees.
- (11) No person shall have a display board of Fireworks, except for a display board that contains inert articles that is obtained from the distributor or the product manufacturer.
- (12) No person shall permit any person other than an employee to handle any Fireworks that are not in consumer packs until the articles have been purchased.
- (13) No person shall permit Fireworks that remain unsold at the expiration of the selling period to be stored in a manner other than in a cool, dry place remote from flammable materials and inaccessible to the public.
- (14) No person shall display, store, offer for sale or sell Fireworks other than in accordance with applicable legislation.

7. DISCHARGE OR SET OFF OF FIREWORKS

- (1) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks in the Township at any time except on the day observed as:

Victoria Day;

Canada Day; and

on the day immediately preceding Victoria Day or Canada Day, unless permission to do so has been granted by Township Council in accordance with the provisions of this By-law.

- (2) No Person shall set off, discharge, cause or permit to be set off or discharged Fireworks in the Township on any day between 11:00 p.m. and 10:00 a.m. the following day.
- (3) Notwithstanding Section 7(2), Fireworks may be set off or discharged between 11:00 a.m. on New Year's Eve and 1:00 a.m. on New Year's Day where a permit has been issued in accordance with this By-law.
- (4) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks:
 - a) within fifty (50) meters of a nursing home or group home; or
 - b) within fifty (50) meters of a place where explosives, gasoline or other highly flammable substances are commercially manufactured, stored or sold; and
 - c) when a burning ban is in effect within the Township.
- (5) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks other than those authorized pursuant to the Explosives Act, R.S.C. 1985, c. E. 17 and its regulations.
- (6) No person under the age of eighteen (18) years of age shall set off or discharge Fireworks.
- (7) No person shall set off, discharge, cause or permit to be set off or discharged Fireworks other than in accordance with any applicable legislation.
- (8) No person shall fail to remove all Fireworks and debris immediately after the conclusion of the event for the setting off or discharging of Fireworks.

8. ENFORCEMENT AND PENALTY PROVISIONS

- (1) The enforcement of this By-law shall be conducted by an Officer.
- (2) No person shall hinder or obstruct an Officer in the enforcement of this By-law.
- (3) Any person who is alleged to have contravened any section of this By-law shall identify themselves to an Officer upon request, failure to do so shall be deemed to have hindered or obstructed an Officer in the execution of his duties.
- (4) An Officer may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the By-law is complied with.
- (5) Every person shall comply with the terms and conditions of a Permit.
- (5) Every person who contravenes any provision of this By-law is guilty of an offence.
- (6) Every director or officer of a corporation who knowingly concurs in the contravention of any provision of this By-law by the corporation is guilty of an offence.
- (7) A person who is convicted of an offence is liable:
 - (a) on a first offence, to a fine of not less than \$250.00 and to a fine of not more than \$50,000.00; and
 - (b) on a second and each subsequent offence, to a fine of not less than \$500.00 and a fine of not more than \$100,000.00

9. SEVERABILITY

- (1) If a court of competent jurisdiction declares any section or part of the By-law invalid, it is the intention of Council that the remainder of the By-law shall continue in force.

10. SINGULAR AND PLURAL USE

- (1) In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

**READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XXXX DAY OF
XXXXXXXXXX, 2013.**

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk



REPORT ADM-2014-002

TO: Mayor and Members of Council

FROM: Karen Landry, CAO/Clerk

SUBJECT: Proposed By-law to regulate Open Air Burning
File No. C01/FIR

RECOMMENDATIONS

That Report ADM-2014-002 regarding a proposed By-law to regulate open air burning be received; and

That Council directs staff to proceed with holding a Public Meeting on March 26, 2014, at 7:00 p.m. in the Council Chambers at the Municipal Complex; and

That staff advise any stakeholders that may have an interest in this matter of the Public Meeting.

DISCUSSION

Purpose

The purpose of this Report is to obtain direction from Council to proceed with holding a Public Meeting to obtain input from the public on the proposed By-law to regulate open air burning.

Background

The Township passed By-law 54/2007 on November 7, 2007 to regulate the setting of open air fires in the Township.

The Fire and Rescue Committee ("Committee") at its meeting held on November 20, 2013, discussed the need to review the open air burning By-law to update the requirements related to open air burning and amendments to the permit process.

Subsequently, the Committee at its meeting held on January 15, 2014, reviewed the proposed by-law and passed Recommendation No. FIR-2014-00X requesting Council to direct staff to hold a public meeting for the purpose of seeking input on the proposed by-law.

By-law Requirements

Outlined below is a table summarizing the main requirements and obligations contained in the Township's current and proposed by-law:

Open Air Burning

Current By-law 54/2007	Proposed By-law	Comments
Permit required for an Open Air Fire – Valid for 3 months	Permit required for an Open Air Fire – Valid for 1 year	3 month permit to an annual permit
No Permit Fee	Permit Fee	Annual permit fee of \$20.00
Terms and Conditions of Permit – No Person shall set an open air fire at a distance of less than one hundred and fifty (150) metres from any building, structure, hedge, fence ...	Terms and Conditions of Permit – No person shall set an open air fire at a distance that is within fifteen (15) metres of any building, structure, hedge, fence...	This change is to correct a typographical error as it is not possible to achieve a 150 metre distance separation in the urban sectors of the municipality.
Terms and Conditions of Permit – Wind speed exceeds 24km/hr	Terms and Conditions of Permit – Wind speed exceeds 16 km/hr	Reduction of wind speed by 8 km/hr
Terms and Conditions of Permit – May not burn between sunset and sunrise	Terms and Conditions of Permit – May not burn between 9:00 p.m. and 7:00 a.m.	Times specifically stated for clarity.
	Terms and Conditions of Permit - During a Smog Alert - In accordance with the Environmental Protection Act - When a fire ban is in effect	Added
Outdoor Fireplace and Cooking Fire – Permit not required	Outdoor Fireplace and Cooking Fire – Permit not required	No Change
Outdoor Fireplace and Cooking Fire – Fire distance of not less than fifty (50) feet (15 metres)	Outdoor Fireplace and Cooking Fire – Fire distance no less than ten (10) metres	Reduction of 5 metres
Campgrounds not addressed	Campgrounds defined and are exempt from obtaining a permit. However are required to have an approved location and rules and regulations.	Added

Wellington Country and Surrounding Municipalities & Fees

Municipality	Permit Required	Fee
Guelph	Not permitted	N/A
Milton	Yes	\$30.00/annual
Cambridge	Yes	\$54.00/month
Guelph-Eramosa	Yes	\$25.00/annual
Minto	Yes	No fee
Mapleton	Yes	No fee/each occurrence
Wellington North	Yes	No fee/6 months
Centre Wellington	Yes	\$25.00/annual
Erin	Yes	\$20.00/annual
Hamilton	Yes	\$10.00/annual

Financial Implications

The fee for obtaining a permit for open air burning has been included in Township's Fee By-law which is reviewed on annual basis. The fee will come into effect upon the passing of a new open air burning by-law.

The fee has been established at \$20.00/per annum to recover a portion of the costs for administering the program.

A total of 650 permits (3 months in duration) were issued from January to November 2013, with 483 being for different properties. A conservative estimate of issuing 400 permits annually would result in an increase of \$8,000.00 in annual revenue which will be allocated to account 01-0015-3230 for the Fire and Rescue Department. This projected revenue has not been included in the 2014 Operating Budget as the revenue is contingent upon the passing of new open air burning by-law establishing an annual permit requirement with a fee.

Applicable Legislation and Requirements

Fire Protection and Prevention Act, S.O. 1997, c. 4
Municipal Act, S.O. 2001, c. 25

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER

A By-law to regulate the setting of Open Air fires
and to repeal By-law 54/2007

WHEREAS Section 7.1 (1) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended provides authority to the Council of a municipality to pass by-laws to regulate fire prevention including the prevention of the spreading of fires; and

WHEREAS Section 7.1 (1) of the Fire Protection and Prevention Act, S.O. 1997, c. 4, as amended provides authority to a Council of a municipality to pass by-laws regulating the setting of open air fires, including establishing the times during which open air fires may be set;

WHEREAS Section 128 of the Municipal Act, S. O. 2001, as amended provides that a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of Council are or could become public nuisances;

WHEREAS Council considers excessive smoke, smell, airborne sparks or embers to be or could become or cause public nuisances by creating negative health effects on neighbouring residents, increasing fire exposure hazards, infringing the enjoyment of the use of neighbouring properties and generating false fire alarms;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch enacts as follows:

1. DEFINITIONS

In this By-law:

“Barbeque” includes any portable appliance, hibachi or grill intended for cooking food;

“Chimineia” means a clay, porcelain or metal receptacle used for the purposes of burning;

“Cooking Fire” is used for the purposes of cooking food on a grill contained by non-combustible material such as cement blocks and rocks;

“Outdoor Fireplace” means a manufactured non-combustible enclosed container designed to hold a small fire for decorative purposes and the size of which is not larger than 1 meter in diameter and includes a Chimineia;

“Council” means the Council for the Corporation of the Township of Puslinch;

"Extinguish" means to put out or quench a fire completely, no smoke, hot or glowing embers remain.

"Fire Chief" means the Fire Chief for the Township or his/her designate.

"Gas-fired Outdoor Campfire Devices" means listed ULC or CSA gas (natural, propane) appliances.

"Ground Cover" includes leaves, grass, weeds, tree needles or wood chips.

"Highway" includes a common and public highway, street, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.

"Officer" means a police officer, Fire Chief, municipal law enforcement officer or other person appointed by by-law to enforce the provisions of this By-law.

"Open Air" means any open place, yard, field or construction area which is not enclosed by a building or structure.

"Permit" means a Permit issued pursuant to this By-law by the Township.

"Person" includes a corporation and their heirs, executors, administrators, or other legal representatives of a person to whom the context can apply according to law;

"Smog Alert" means an alert issued by the Ministry of Environment with respect to air quality for the County of Wellington;

"Township" means the Corporation of the Township of Puslinch or the land within the geographic limit of the Corporation of the Township of Puslinch as the context requires.

2. GENERAL PROHIBITIONS

- (1) No Person shall set or permit a fire in Open Air without a current valid Permit.
- (2) No person shall set or maintain an Open Air fire other than in accordance with the terms and conditions of a Permit and the provisions of this By-law.
- (3) No person shall set or permit an Open Air fire upon any land owned by the Township without having obtained permission from the Township.

- (3) An owner of property on which an Open Air fire has been set or permitted to burn shall be deemed to have permitted the Open Air fire and assumes all responsibility.
- (4) No person under the age of eighteen (18) shall light or ignite an Open Air fire.

4. PERMIT – OPEN AIR FIRE

- (1) Every Person making an application for a Permit for an Open Air fire shall:
 - (a) submit a complete application in the form provided by the Township at least one (1) day prior to the Open Air fire;
 - (b) submit written permission of the property owner, if applicable;
 - (c) submit any other documents as may be required to substantiate compliance with any other legislation to the satisfaction of the Township;
 - (d) submit the required Permit fee in accordance with the Township's Fee By-law.
- (2) A Permit is valid for the current calendar year in which it is issued.
- (3) A Permit is not transferable.
- (4) The Fire Chief may refuse to issue a Permit where a Person has previously failed to comply with the terms and conditions of a Permit or the provisions of this By-law.

5. TERMS AND CONDITIONS OF PERMIT

- (1) Any Person who is issued a Permit shall not set or permit a Fire in Open Air:
 - (a) when the wind speed exceeds sixteen (16) kilometers per hour;
 - (b) during a Smog Alert;
 - (c) other than between the hours of 7:00 a.m. through 9:00 p.m., unless otherwise permitted by this By-law or expressly authorized by the Fire Chief;
 - (d) that creates a nuisance or has an adverse effect on a neighbouring property owner;
 - (e) that creates excessive smoke;
 - (f) that exceeds one (1) metre in diameter and height;
 - (g) other than burning unpainted wood, organic materials, ground cover and paper products;
 - (h) that is within fifteen (15) metres of any building, structure, hedge, fence, Highway or overhead wire;

- (i) without a five (5) metre radius around the perimeter of the Open Air fire that is free and clear of combustible article and ground cover;
 - (j) other than in accordance with the Environmental Protection Act, R.S.O. 1990, c. E. 19, as amended;
 - (k) without maintaining constant watch over the Open Air fire until the fire is extinguished;
 - (l) without appropriate extinguishing agents 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;
 - (m) when a fire ban is in effect.
- (2) The Fire Chief may impose any additional terms or conditions that he considers necessary in the interest of public safety.
- (3) A Permit is automatically revoked when a Person fails to comply with the terms and conditions of a Permit or the provisions of this By-law.

6. PERMIT – EXCEPTION

- (1) A Permit for an Open Air fire is not required for supervised cooking food on a Barbeque, Gas-Fired Outdoor Campfire Devices, Cooking Fire and Outdoor Fireplace.

7. OUTDOOR FIREPLACE

- (1) Notwithstanding any other provision contained in this By-law, no Person shall set or permit a fire in Open Air using an Outdoor Fireplace other than between the hours of 7:00 a.m. through 11:00 p.m.
- (2) Notwithstanding any other provision contained in this By-law, no Person shall set or permit a fire in Open Air using an Outdoor Fireplace within ten (10) metres of any building, structure, hedge, fence, Highway, overhead wire or other combustible article - obstruction of any kind or nature whatsoever.

8. COOKING FIRE

- (1) Notwithstanding any other provision contained in this By-law, no Person shall set or permit a Cooking Fire in Open Air other than between the hours of 7:00 a.m. through 11:00 p.m.
- (2) Notwithstanding any other provision contained in this By-law, no Person shall set or permit a Cooking Fire in Open Air within ten (10) metres of any building, structure, hedge, fence, Highway, overhead wire or other combustible article - obstruction of any kind or nature whatsoever.

9. CAMPGROUNDS

- (1) For the purpose of this section the following definitions apply:

“Camp Fire” means an open fire where the size of the open air fire is limited to the size of the device or area provided by the Campground and is solely for the purpose of cooking food, warmth and recreational enjoyment;

“Campground” is a use permitted in the Township’s Zoning By-law.

- (2) No person shall have a Camp Fire in a Campground other than in a location approved by the Fire Chief.
- (3) No person shall have a Camp Fire in a Campground unless it is a safe distance from combustible structures or objects.
- (4) No person shall have a Camp Fire in a Campground except in accordance with the Campground rules and regulations.
- (5) Every owner of a Campground shall submit their Camp Fire rules and regulations to the Fire Chief for approval.

10. **ENFORCEMENT AND PENALTY PROVISIONS**

- (1) The enforcement of this By-law shall be conducted by an Officer.
- (2) No person shall hinder or obstruct an Officer in the enforcement of this By-law.
- (3) Any person who is alleged to have contravened any section of this By-law shall identify themselves to an Officer upon request, failure to do so shall be deemed to have hindered or obstructed an Officer in the execution of his duties.
- (4) An Officer may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not the By-law is complied with.
- (5) Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable:
 - (a) on a first offence, to a fine of not less than \$250.00 and to a fine of not more than \$50,000.00; and
 - (b) on a second and each subsequent offence, to a fine of not less than \$500.00 and a fine of not more than \$100,000.00

- (6) Any person who is issued a Part I offence notice and is convicted of an offence under this By-law shall be liable to a fine as provided for in the Provincial Offences Act, R.S.O. 1990, c. P. 33, as amended.
- (7) Every director or officer of a corporation who knowingly concurs in the contravention of any provision of this By-law by the corporation is guilty of an offence.

10. SEVERABILITY

- (1) If a court of competent jurisdiction declares any section or part of the By-law invalid, it is the intention of Council that the remainder of the By-law shall continue in force.

11. SINGULAR AND PLURAL USE

- (1) In this By-law, unless the context otherwise requires words importing the singular shall include the plural and use of the masculine shall include the feminine, where applicable.

12. EXEMPTION

- (1) The Township is exempt from the provisions of this By-law for the purpose of conducting training, education or research for the Fire and Rescue Services Department and for operations associated with the Public Works Department.

13. REPEAL

- (1) By-law 54/2007 is hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS XXXX DAY OF XXXXXXXXXXXX, 2014.

Dennis Lever, Mayor

Karen M. Landry, CAO/Clerk



TOPIC	DEPARTMENT	STATUS	COMMENTS
Strategic Fire Master Plan	Fire	P	Capital Budget 2014
Public Education	Fire	P	Operating Budget 2014. Annual Fire Reports to include information on Public Education that has occurred over the year. Eg. Attendance at school events
25 Year Replacement Plan	Fire	C	Capital Forecast Budget. Replacement Plan completed. (See attached Schedule "A")
Aerial Truck Justification Review	Fire	C	Aerial Truck is scheduled for replacement in 2016. The Township requested whether the City of Guelph was interested in responding using their aerial truck - the City of Guelph declined (See attached Schedule "B"- letter dated July 5/12). Background regarding justification (See attached Schedule "C")
Satellite Fire Station Concept	Fire	P	Trial conducted May 2/13 to Oct 15/13. Council received the report on December 4, 2013.
Merged Computer Network	Admin/Fire	C	
Centralized Purchasing	Finance/Fire	P	This is a corporate wide initiative with implementation in 2014. Consider options available through County.
Development Charge Study	Finance	P	By-law to be passed by Council September 2, 2014. This will be a project to be led by Finance with input from all departments. Project scheduled to commence Feb 2014 to retain a consultant to complete the study.
Time Recording & Compensation Standardization	Finance/Fire	P	This is a corporate wide initiative to be led by Finance. Target completion date of July 1, 2014.
Rescue Boat Concept		NA	Determined not required at this time.
Website & Software Review	Admin/Finance	P	This is a corporate wide initiative. First step is the completion of Information Architecture Review which is scheduled for completion in December 2013. The purpose of the information architecture review is to develop a 2-3 year plan to address the information technology needs of the Township from a corporate perspective. The updating of the website has been targeted for completion September 2014.
Rural Water Accreditation	Fire	C	Certificate is attached as Schedule "D". The next water accreditation is in 5 years if required.
Incentive & Recognition Considerations	Fire	C & P	Currently, there is an incentive program through payroll where an individual attains higher fire classification status which results in compensation increase. Could be considered as part of the Strategic Fire Master Plan.
Departmental Service Charges and Policy	Finance/Fire	C	By-law 25/13



Fire & Rescue Committee

Future Initiatives

P - Pending
NA - Not Active
C - Complete

TOPIC	DEPARTMENT	STATUS	COMMENTS
Automatic Aid Agreements	Fire & Admin	P	Awaiting agreement to be returned from Guelph.
Washroom Renovations	Fire & Admin	P	On hold pending the completion of a study to assess and develop a corporate plan regarding the Municipal Complex.
Emergency Fire Reservoir Standards & Maintenance Policy	Fire	P	Currently standards are in place in the Ontario Building Code Act. Division B, 3.2.5.7 - different standards based on size and use. That the feasibility of collecting funds under a development agreement for perpetual maintenance be investigated.
Fireworks - Setting off & Sale By-law	Fire & Admin	P	Fire & Rescue Committee at its meeting to be held January 15, 2014 to respond to public input.
Open Burning By-law	Fire & Admin	P	Fire & Rescue Committee at its meeting to be held January 15, 2014 to review draft report to recommend holding a public meeting.

8.1(a).

**Puslinch Fire & Rescue Services Totals To Date
November 30 2013**

Defibrillator used	1	0.4 %
Tiered Assistance	45	16.8 %
Tiered Collisions	81	30.2 %
Extrications	1	0.4 %
<hr/>		
Stolen Vehicle Fires	1	0.4 %
Other Vehicle Fires	8	3.0 %
<hr/>		
Building Fires	3	1.1 %
Chimney Fires	3	1.1 %
Grass Fires	2	0.7 %
Other Fires	8	3.0 %
<hr/>		
Cancelled Response	24	9.0 %
Nothing Found	6	2.2 %
<hr/>		
CO alarms	4	1.5 %
Fire alarms ringing	29	10.8 %
<hr/>		
Hazardous spills	2	0.7 %
<hr/>		
Investigations	35	13.1 %
<hr/>		
Other responses	17	6.3 %
<hr/>		
Total responses	268	100 %

Responses to 401	63	
Percentage of total responses	23.5	%
Average Response Time	13.2	min
Average Number Responding	8	FF
Percentage change over 2012	-7.59	%
Tiered cost to date(approx)	\$23,437.00	

Fire Loss Report

Resident Vehicle Fire loss	\$10,000.00
Other Vehicle Fire Loss	\$61,000.00
Stolen Vehicle Fire Loss	\$0.00
Home Fire loss	\$360,000.00
Traller (home) Fire loss	\$2,500.00
Other Bldgs	\$0.00
Assembly	\$0.00
Business	\$0.00
Industrial	\$100,000.00
Institutional	\$0.00
Mercantile	\$0.00
Other fire losses	\$0.00
Total	\$533,500.00

Printed December 11, 2013

Pustlinch Fire & Rescue Services

Response report for November 2013

<u>#</u>	<u>Date</u>	<u>Time</u>	<u>Information</u>
243	Nov 1	03:39	tiered collision 401 WB , involving Tractor Trailer
244	Nov 1	06:55	live wires down, Wellington Rd 34 at Watson Rd S
245	Nov 1	19:10	tiered 2 vehicle collision, 401 westbound
246	Nov 2	09:00	tiered, possible VSA, Cty Rd 34
247	Nov 4	15:27	tiered to person with foot crushed McLean Rd
248	Nov 4	23:43	vehicle fire, 401 w, not required overheat
249	Nov 4	15:25	MVC Victoria & Arkell, call cancelled
250	Nov 5	05:47	car fire , 401 westbound, call cancelled
251	Nov 5	08:07	tiered medical assist, Wellington Rd 32
252	Nov 5	12:08	Rd 34, gas pipe hit with combine
253	Nov 6	11:28	tiered medical assist, Rd 34, abdominal pain
254	Nov 7	21:19	tiered collision, 2 vehicle, Hwy 6 and concession One
255	Nov 9	07:53	tiered to Wellington Rd 34, call cancelled
256	Nov 11	16:37	fire alarm McLean Rd
257	Nov 12	18:22	mutual aid with Rockwood, Wellington Rd 44
258	Nov 14	08:18	tiered collision Maltby Rd W , west of Hwy 6 school bus and pick up truck
259	Nov 15	02:54	tiered vehicle in ditch, Brock Rd N
260	Nov 16	17:42	illegal burning at Concession 7 and Concession 1
261	Nov 18	03:31	tiered to Wellington RD 34, possible VSA
262	Nov 18	10:08	vehicle fire 401E, east of Hwy 6 south
263	Nov 23	09:56	tiered 3 vehicle MVC, 401 east, west of 6 south
264	Nov 23	18:13	brush fire Watson Rd S
265	Nov 24	20:20	tiered collision 401 westbound
266	Nov 26	17:36	tiered 2 vehicle collision 401 west near Wellington Rd 32
267	Nov 27	22:08	flames coming from chimney, Wellington Rd 34
268	Nov 28	15:27	tiered collision, 2 vehicle, Wellington Rd 34

Total of 26 responses in November 2013

**Township of Puslinch
Departmental Budget vs Actual Expenses
November 2013**

Account	Fire	Curr Mnth Actual	Curr Mnth Budget	YTD Actual	YTD Budget	CurrTotal Budget
4000-4001	Wages	26,271.81	28,233.33	284,581.52	310,566.67	338,800.00
4100	Benefits	2,051.22	3,000.00	26,516.45	33,000.00	36,000.00
4200	Office Supplies & Equipment	656.76	833.33	3,582.77	9,166.67	10,000.00
4201	Hydro	455.93	416.67	4,197.11	4,583.33	5,000.00
4202	Heat	41.53	125.00	1,171.95	1,375.00	1,500.00
4203	Fuel	-	833.33	-	9,166.67	10,000.00
4204	Water Protection	12.72	20.83	50.88	229.17	250.00
4205	Equipment Maintenance & Supplies	203.68	3,166.67	25,750.93	34,833.33	38,000.00
4206	Oxygen & Medical Supplies	201.60	283.33	1,135.26	3,116.67	3,400.00
4207	Public Education	670.09	500.00	4,433.09	5,500.00	6,000.00
4215	Cleaning, Maint & Supplies for Bldg	648.29	541.67	2,740.39	5,958.33	6,500.00
4216	Kitchen Supplies	70.09	133.33	770.14	1,466.67	1,600.00
4220	Vehicle Maintenance	242.69	1,666.67	20,462.10	18,333.33	20,000.00
4301	Postage	-	4.17	-	45.83	50.00
4302	Communication - phone, fax, internet	467.35	1,666.67	21,950.32	18,333.33	20,000.00
4303	Legal Fees	-	166.67	-	1,833.33	2,000.00
4308	Mileage	527.26	666.67	5,923.13	7,333.33	8,000.00
4309	Seminars	-	791.67	7,707.56	8,708.33	9,500.00
4310	Training	-	791.67	2,803.82	8,708.33	9,500.00
4311	Membership Fees	-	116.67	1,418.93	1,283.33	1,400.00
4315	WSIB, Insurance	518.20	1,750.00	17,033.90	19,250.00	21,000.00
4316	Advertising	69.20	-	768.29	-	-
4319	Permits	-	8.33	-	91.67	100.00
4320	Contracts	905.65	866.67	9,460.38	9,533.33	10,400.00
4321	Clothing, Safety Allowance	1,225.31	2,083.33	14,306.23	22,916.67	25,000.00
5000	Trnsf to Capital Funds	-	7,250.00	6,626.25	79,750.00	87,000.00
5001	Trnsf to Reserves	-	4,166.67	50,000.00	45,833.33	50,000.00
	TOTALS	35,239.38	60,083.33	513,391.40	660,916.67	721,000.00