

Request for Decision United Townships of Head, Clara & Maria Council

Type of Decision									
Meeting Date	Friday, May 13, 2016				Report Date	Tuesday, May-10-16			
Decision Required	X	Yes		No	Priority	X	High		Low
Direction	X	Information Only			Type of Meeting	X	Open		Closed

By-Law 2016-07 to Regulate Open Air Burning- Report #13/05/16/1101

Subject: Updated By-Law to Coincide with the new Permit process

RECOMMENDATION:

That Council adopt the following by-law amending the existing one – set a rate for the fee.

WHEREAS the municipality has an obligation under the Fire Management Agreement with the Ministry of Natural Resources and Forestry (MNRF) to control open air burning through a permit system;

AND WHEREAS the existing permit has been modified and expanded to include updated safe burning practises as promoted by the MNRF;

AND WHEREAS the municipal responsibility is one of education and not control;

THEREFORE BE IT RESOLVED THAT the Council of the United Townships of Head, Clara & Maria does hereby adopt the new open air burning by-law, does approve the recent move to a seasonal permit and does agree to an annual fee of \$5.

THEREFORE BE IT RESOLVED THAT By-Law Number 2016-07 being a by-law to regulate open air burning and its permit process be read a first time short and passed.

BACKGROUND/EXECUTIVE SUMMARY:

The existing Open Air Burning By-Law was simply a copy of the actual permit which has been updated. The new by-law cites the authority, allows for fee and permit changes outside of the by-law and rescinds the old by-law.

Historically, the Fire Warden was responsible for the issuance of burn permits and the monitoring of burning. We no longer have anyone in that position.

The system then changed to one where people had to come to the municipal office to obtain a permit each time they wanted to burn. Over the years, our system has evolved into one where we have been faxing/emailing forms or simply giving permission over the phone – to people we know understand the conditions as they have stood in the office previously and had the conversation.

New for 2016 is a seasonal permit where the individual is to come to the municipal office, read through the permit and safe fire tips and then sign off. He/she has agreed to follow safe burning tips, has sworn that they will only burn when conditions are favourable and are responsible if they do not. They have agreed that they will notify the municipal office if/when they burn either via email or phone message.

The individual is given a copy of the permit – we keep the original on file.

Staff recommends that a fee for the permit be \$5 to simply cover the cost of paper/fax and a portion of our time. A copy of the new permit has been included for your information.

We have already begun to use this form (it is simply administrative in nature) but request council's approval of the fee which we have not yet changed.

Financial Considerations/Budget Impact:

Financial impact is negligible. The previous cost for a permit was \$2. We have had people question that token amount in the past – feeling that it should be raised. We have others who feel the new permit should not have a fee.

Policy Impact:

Complies with our obligation to monitor/control open air burning under our agreement with the Ministry of Natural Resources and Forestry.

Others Consulted:

Mayor Gibson has reviewed our draft document prior to implementation. The new permit is borrowed extensively from the MNRF website.

Approved and Recommended by the Clerk

Melinda Reith,
Municipal Clerk

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