



TOWN OF MINTO

DATE: July 19, 2017
TO: Mayor and Council
FROM: Stacey Pennington, Building Inspector
SUBJECT: Site Plan Approval, North Wellington Coop,
56 Margaret Street, Harriston

STRATEGIC PLAN

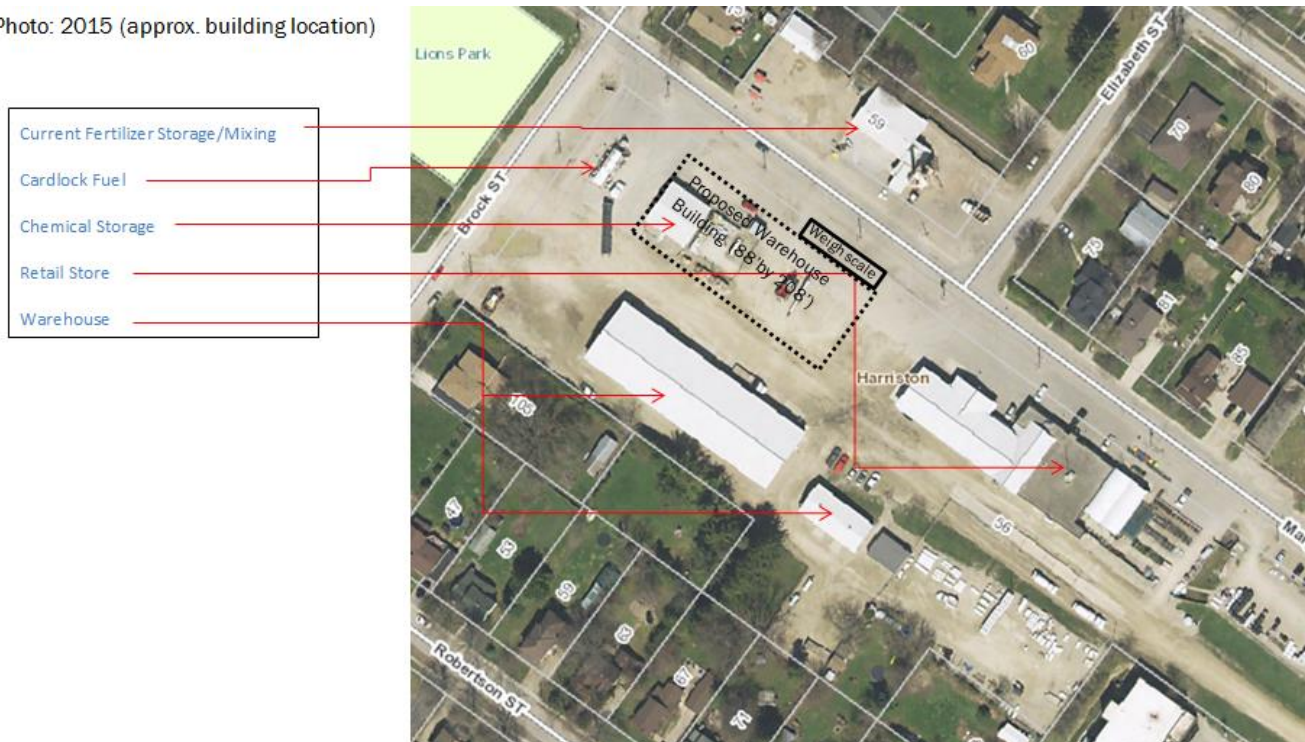
Ensure growth and development in Clifford, Palmerston and Harriston makes cost effective and efficient use of municipal services, and development in rural and urban areas is well planned, reflects community interests, is attractive in design and layout, and is consistent with applicable County and Provincial Policies.

Support programs that maintain Minto's strong agricultural identity, enhance agricultural work, and protect and restore the natural environment given Minto's location in the heartland of Ontario surrounded by farmland and acknowledging that farming and a healthy natural environment are inextricably linked.

BACKGROUND

North Wellington Co-op applied for site plan approval to construct a new fertilizer storage and blending building approximately 1,552 m² (16700 sf) in size on the main site located in Harriston. The new facility will include a storage area complete with a dry fertilizer mixing facility, electrical room and office, a covered drive through, an extension of the existing chemical storage area, shipping scale and overhead hopper, liquid fertilizer storage tanks and associated containment areas. The site plan is attached to the end of this report. The air photo shows key buildings and approximate warehouse and weigh scale location.

Arial Photo: 2015 (approx. building location)



Public Works

The subject lands have access to municipal services but the proposed new building will not be connected to sewer and water. A Geotechnical Investigation was completed by CMT Engineering on behalf of North Wellington Co-op. It identifies a number of underground services on-site including: existing sanitary, water and storm drain services. Public Works also advised there are known drainage and municipal services and tile drainage not identified on the site plan.

The Geotechnical Investigation states:

- “Any existing service pipes that are no longer deemed necessary should be removed. This includes any existing tile drains or existing sub drains...[Any drains] within the proposed building envelope and truck scale areas must be completely removed to a minimum distance of 15.0m...outside the building envelope and truck scale area.”
- “All drains that are terminated must be completely sealed...to prevent the migration of soils into the pie voids resulting in potential settlement.”

A condition of site plan approval is recommended to ensure the applicant's engineer identify existing infrastructure on-site, and ensure it is removed to the satisfaction of Public Works. Final grading and drainage details will be required to ensure dry and liquid materials have appropriate containment areas to prevent run-off into the municipal storm sewer system. This would include ensuring any senior agency approvals are in place.

Traffic patterns around the Co-op will be impacted by the proposed building. Staff is aware that spring time traffic is very busy and from time to time Margaret Street is blocked when there is loading and unloading at the current bulk facility. Kelly Boyle of the Co-op advised that while the facility increases from 400 tonne to 2500 tonne, operationally traffic will be much more manageable. The increased storage will allow the Co-op to spread shipping and receiving through three seasons instead of just the spring.

One issue relates to the Westario poles along Margaret Street and truck maneuvering on the street around these poles. Mr. Boyle advised they have discussed pole relocation and alternate supply means with Westario to improve safety, and are willing to implement solutions that are a reasonable cost. A condition of site plan approval is recommended to ensure the final site plan design allows for safe traffic movement on and off site.

Fire/Emergency Management

The property has been identified as a high risk property in relation to the storage of propane and the storage of chemicals with close proximity to the river. The property has a Risk Safety Management Plan in relation to the newly relocated propane storage containing requirements for the chemical storage warehouse. The diking system in this warehouse is currently only large enough to contain the chemicals in that building, and will have to be expanded in relation to the bulk liquid storage planned for the northeast corner of the

building. The Fire Safety will need to be amended in relation to the chemical storage as the existing chemical storage warehouse will be completely contained within the new building.

Linda Dickson Emergency Manager/CEMC was contacted by Town Staff advise on the implications of this designation and how the new proposed development impacts Emergency Management and Response. The Town would like to reserve the right to formally comment on this at a later date.

A section in both plans acknowledging the existence of both plans and how they would relate to each other would be a good idea. The section should address any conflicts the two plans might have and which one would take precedence over the other.

Source Water Protection

The property is located entirely within the Wellhead Protection Area B/C (2/5 year time of travel) for the Harriston wells. The subject property is approximately 500 metres south of the nearest municipal well. The groundwater vulnerability score is 8/6 or moderate/high for the Wellhead Protection Area 8/6.

For this property handling or storage of dense non-aqueous phase liquids (DNAPLs) within the Wellhead Protection Area B/C, is considered a significant drinking water threat as defined by the *Clean Water Act* and associated regulations. A number of other activities, are considered moderate or low threats including, but not limited to: hazardous or subject waste storage, fuel storage, road salt storage and / or application, other chemical/oil storage and handling, pesticides and fertilizer storage/handling.

County wide Risk Management Official Kyle Davis and Minto Risk Management Inspector Pennington met a few times to discuss requirements under the *Clean Water Act* and the *Local Source Protection Plan*. A Risk Management Plan has been drafted for the applicant's review. This plan must be signed and a notice issued as a condition of site plan approval.

Under Section 4.9.5.4 Drinking Water Disclosure Reports, of the Official Plan, the submission of a Drinking Water Threat Disclosure Report can be required as part of a complete application under the Planning Act for development, redevelopment or site alteration of non-residential uses within a Wellhead Protection Area, Intake Protection Zone or Issue Contributing Area. The report is to disclose whether any of the prescribed drinking water threats identified in subsection 4.9.5.2 are expected to occur on the property, as well as the handling and storage of any other chemicals, fuel and wastes, and related volumes, types, storage, handling, disposal, etc. The report must outline proposed management programs associated with using chemicals at the site, including risk management/reduction measures, emergency response response/prevention plans, plans, spill employee awareness training, and best management practices and monitoring programs.

Since staff met with the applicants, the requirement under Section 4.9.5.2 for disclosure of the prescribed drinking water threats or any other handling and storage of any other chemicals, fuel and wastes can be waived. Staff completed verification site visits and confirmed the activities on site as defined in Section 4.9.5.2. It is understood that the applicant already has a spill response plan / emergency management plan for the site. This should be submitted for review to determine if it meets the management requirements of 4.9.5.4 of the County Official Plan. The Town would like to reserve the right to formally comment on this at a later date, especially as it relates to the requested Management, Operation and Maintenance Plan, possible Environmental Compliance Approval, Emergency Management Plan updates and Fire Safety Plan updates discussed above.

FINANCIAL CONSIDERATIONS

The applicant has submitted the standard Site Plan Approval Fee and Deposit of \$3,600.

RECOMMENDATION:

That Council receives the report from the Building Inspector dated July 19, 2017 Site Plan Approval, North Wellington Coop, and approves in principal the proposed Site Plan (dwg A-1b), prepared by Nelson Dawley, P. Eng. submitted July 10, 2017 subject to the execution of a site plan agreement with the Town requiring, among other matters, the following:

1. Confirmation of grading and drainage, site servicing details as well as the applicant's engineer identifying and overseeing removal of any existing unnecessary infrastructure related to the project all to the satisfaction of Public Works.
2. Verification that on and off-site traffic movement details in relation to existing Westario poles and other infrastructure on municipal streets are satisfactory to the Town.
3. Advice from Minto Fire and County Emergency Manager that the Fire Safety Plan and Risk Safety Management Plan are up to date and consistent with regard to the new buildings and infrastructure proposed.
4. The Risk Management Plan required under the Clean Water Act is signed and filed to the satisfaction of the County Risk Management Official and Town Risk Management Inspector, and any other requirements under Section 4.9.5.2 of the Official Plan regarding the Drinking Water Threat Disclosure Report are met.
5. The bulk fertilizer operation across Margaret Street is decommissioned and converted to storage to the satisfaction of the Town.
6. Any and all approvals from any senior level of government or agency as the case may be are obtained at the applicant's sole cost and expense.
7. That the Mayor and C.A.O. Clerk to sign the site plan agreement once a final site plan acceptable to Town staff and Triton Engineering has been filed addressing the conditions outlined in this approval are addressed.

Stacey Pennington, Building Inspector

supported by Bill White C.A.O. Clerk

