

THE TOWNSHIP OF NORTH HURON  
COUNCIL AGENDA



Date: Monday, February 6, 2017  
Time: 7:00 p.m.  
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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	Pages
1. CALL TO ORDER	
2. CONFIRMATION OF THE AGENDA	
<i>THAT the Council of the Township of North Huron; accept the Agenda for the February 6, 2017 Council Meeting; as printed.</i>	
3. DISCLOSURE OF PECUNIARY INTEREST	
4. CONSENT AGENDA	
<i>THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 to 4.1.3;</i>	
<i>AND FURTHER THAT all other Consent Items be received for information.</i>	
4.1 Minutes	
4.1.1 Minutes of the Regular Council Meeting held January 23, 2017	8
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4.3.2 Notice of Decision - North Huron Official Plan Amendment 11	63
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4.3.4 Town of Goderich - Huron County OPP Detachment Facility	71

**5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS**

- 5.1 United Way Perth-Huron - Funding Request 78
- THAT the Council of the Township of North Huron hereby receive the presentation of United Way Perth-Huron for information purposes;*
- AND FURTHER THAT Council consider the funding request as part of the 2017 Budget deliberations.*

**6. REPORTS**

- 6.1 Clerks Department
- 6.1.1 Consent Application Report - File #B58-2016 88
- Owner: Ken and Jocelyn deBoer, 84916 Donnybrook Line, Part West Part Lot 28, Concession 8, East Wawanosh, Township of North Huron.

*THAT the Council of the Township of North Huron hereby recommends approval of the Consent Application File #B58-2016, Owner: Ken and Jocelyn deBoer, 84916 Donnybrook Line, Part West Part Lot 28, Concession 8, East Wawanosh, Township of North Huron with the following conditions:*

***Expiry Period***

*✓ Conditions imposed must be met within one year of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within one year, the application shall be deemed to be refused. Provided the conditions are fulfilled within one year, the application is valid for two years from the date of decision.*

***Municipal Requirements***

*✓ All municipal requirements be met to the satisfaction of the Township including servicing connections if required, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures, and any related requirements, financial or otherwise.*

*✓ The subject parcel be numbered and addressed for 911 purposes to the satisfaction of the Township.*

*✓ The sum of \$500 be paid to the Township as cash-in-lieu of parkland.*

***Survey***

*✓ Provide to the satisfaction of the County and the Township:*  
*a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and*  
*b) a reference plan based on the approved survey*

***Zoning***

*✓ Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Township.*

***Storm Water***

*✓ Section 65 of the Drainage Act to be addressed to the satisfaction of the Township.*

***Septic System Inspection***

*✓ Applicant is to provide a letter from a licensed contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land to the satisfaction of the Township.*

***Other***

*That the retained lands be registered in the name of John and Renay Hardy to the satisfaction of the County.*

*Note: The applicant is hereby advised that the severed parcel will be automatically rezoned to recognize the residential parcel (e.g. AG4-9) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2) in the North Huron Zoning By-law.*

6.2 Finance Department

6.2.1 2017 Fees and Charges By-Law

93

*THAT the Council of the Township of North Huron hereby adopts the 2017 Fees and Charges as presented;*

*AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-Law #9-2017 to be passed at the February 6, 2017 meeting.*

- 6.2.2 Interim Tax By-law 95
- THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance regarding the Interim Tax Levy;*
- AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-Law No. 11-2017 to be passed at the February 6, 2017 council meeting.*
- 6.3 Recreation and Facilities Department
- 6.3.1 Papple Aviation Request - Richard W. LeVan Airport 96
- THAT the Council of the Township of North Huron hereby send a letter to Transport Canada – Civil Aviation Services, to permit Summer and Tyler Papple, operating as Papple Aviation, to utilize the Richard W. LeVan Airport as one of their bases of operation in conducting aerial crop-scouting/photography, sightseeing flights, and air taxi.*
- 6.3.2 Aquatic Centre Renovation Project Funding 99
- THAT the Council of the Township of North Huron hereby approve the Aquatic Centre Renovation project to proceed in 2017 and by doing so authorize pre-budget approval in the amount of \$95,697 toward the capital project to renovate the Aquatic Centre at the North Huron Westcast Community Complex;*
- AND FURTHER THAT Council agree to sign the funding agreement for an Ontario 150 Grant in the amount of \$150,000 for the Aquatic Centre Renovation project;*
- AND FURTHER THAT Council approve an exception to Section 19.1 of the Procedural By-law to allow By-Law No. 12-2017 to be passed at the February 6, 2017 meeting.*
- 6.3.3 Belgrave Community Centre Doors Capital Improvements 111
- THAT the Council of the Township of North Huron hereby approve the door replacement project for the main doors of the Belgrave Community Centre with the provision that the new doors comply with the Ontario Accessibility Act;*
- AND FURTHER THAT the project is funded in full by the Belgrave Community Centre Board and includes all expenses associated with door replacement, hardware installation, automatic door opener installations, electrical requirements, and connection to the current building security system;*
- AND FURTHER THAT Council send correspondence to the Belgrave Community Centre Board as a reminder to comply with the lease agreement, and that all Capital improvements be approved by Council prior to execution.*
- 6.3.4 Blyth Memorial Community Hall Renovation Project Funding Update February 2017 114
- THAT the Council of the Township of North Huron hereby approve the increase in the Blyth Memorial Community Hall Renovation Project budget to \$4,127,901.32, which is an increase from the original budget of \$3,800,000, with the condition that the additional funds are sourced from donations and contributions from 14/19 Inc., and this increase has no impact on the North Huron budget.*

- 6.4 Public Works / Utilities Department
- 6.4.1 Garbage and Recycling Survey Report 116
- THAT the Council of the Township of North Huron hereby accept the Garbage and Recycling Collection Report provided for information purposes;*
- AND FURTHER THAT the Director of Public Works is authorized to proceed with issuing a Request for Proposal for Curbside Collection based on the information and feedback received to date.*
- 6.5 Fire Department of North Huron
- 6.6 Building Department
- 6.6.1 Telecommunication Tower and Antenna Protocol 119
- THAT the Council of the Township of North Huron hereby approve the amendments to the Telecommunication Towers and Antenna Protocol as presented by the Chief Building Official;*
- AND FURTHER THAT the Clerk be instructed to prepare a by-law to adopt the Telecommunication Towers and Antenna Protocol by by-law at the February 21, 2017 Regular Council meeting.*
- 6.7 CAO
- 6.7.1 Rescind Acknowledgement Policy 143
- THAT the Council of the Township of North Huron hereby receives the report of the CAO concerning the Acknowledgement Policy for information;*
- AND FURTHER THAT the Human Resources Acknowledgement Policy #D-2.7 is hereby rescinded;*
- AND FURTHER THAT the Policy provisions for acknowledgement of birth, illness or death of family members shall remain in effect until a replacement policy has been adopted by Council;*
- AND FURTHER THAT the current policy concerning retirement gifts shall be honoured for any employee with a retirement date of May 31st, 2017 or earlier, provided that written confirmation of the employee's intention to retire is provided to the Human Resources Department by February 17th, 2017.*
- 7. CORRESPONDENCE**
- 7.1 Maitland Valley Conservation Authority 2017 Priorities, Work Plan and Budget 147
- THAT the Council of the Township of North Huron hereby approve the Maitland Valley Conservation Authority Draft Budget and Municipal Levy for 2017;*
- AND FURTHER THAT the Director of Finance is directed to include the Maitland Valley Conservation Authority's 2017 Municipal Levy for the Township of North Huron in the 2017 Budget.*

7.2	Wingham & Area Health Professionals Recruitment Committee - 2016 Financial Report and 2017 Budget	165
	<i>THAT the Council of the Township of North Huron hereby accept the Wingham &amp; Area Health Professionals Recruitment Committee 2017 Budget;</i>	
	<i>AND FURTHER THAT the Director of Finance is directed to include the Township of North Huron's contribution in the 2017 Budget.</i>	
<b>8.</b>	<b>COUNCIL REPORTS</b>	
8.1	REEVE ACTIVITY REPORT	
8.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
8.3	REQUESTS BY MEMBERS	
<b>9.</b>	<b>NOTICE OF MOTION</b>	
<b>10.</b>	<b>BY-LAWS</b>	
10.1	By-law No. 09-2017	172
	Being a by-law to establish fees and charges for the Township of North Huron.	
	<i>That By-law No. 09-2017; being a by-law to establish fees and charges for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.</i>	
10.2	By-law No. 10-2017	197
	Being a by-law to authorize Civil Marriage Solemnization Services by the Township of North Huron.	
	<i>THAT By-law No. 10-2017; being a by-law to authorize Civil Marriage Solemnization Services by the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.</i>	
10.3	By-law No. 11-2017	198
	Being a by-law to provide for Interim Tax Levies.	
	<i>THAT By-law No. 11-2017; being a by-law to provide for Interim Tax Levies; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.4	By-law No. 12-2017	201
	Being a by-law to authorize the designated officials to sign, on behalf of Council, an Agreement between the Ontario Trillium foundation and the Corporation of the Township of North Huron for an Ontario 150 Community Capital Program Grant.	
	<i>THAT By-law No. 12-2017; being a by-law to authorize designated officials to sign, on behalf of Council, an Agreement between the Ontario Trillium foundation and the Corporation of the Township of North Huron for an Ontario 150 Community Capital Program Grant; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.</i>	

**11. ANNOUNCEMENTS**

**12. OTHER BUSINESS**

**13. CLOSED SESSION AND REPORTING OUT**

*THAT the Council of the Township of North Huron hereby proceeds at ... pm. to an In-Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (FDNH Personnel).*
- *Personal matters about an identifiable individual, including municipal or local board employees (FDNH Personnel).*
- *A proposed or pending acquisition or disposal of land by the municipality or local board (Blyth Property)*
- *Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Shared Services Matters).*

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at ... pm.*

*THAT the Council of the Township of North Huron hereby confirm the direction given to staff, in Closed Session.*

13.1 FDNH Personnel

13.2 FDNH Personnel

13.3 Blyth Property

13.4 Shared Services Matters

**14. CONFIRMATORY BY-LAW**

14.1 By-law No. 13-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron. 210

*THAT By-law 13-2017; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**15. ADJOURNMENT**

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at .... pm.*

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
REGULAR COUNCIL MEETING**



**Date:** Monday, January 23, 2017  
**Time:** 7:05 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden  
Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services / Clerk  
Donna White, Director of Finance  
Pat Newson, Director of Recreation and Facilities  
David Sparling, Director of Fire and Emergency Services  
Richard Al, Manager of Employee and Business Services  
Jeff Molenhuis, Director of Public Works  
Kirk Livingston, CBO/Property Standards/Zoning  
Laura Young, Huron County Planner

**OTHERS PRESENT:** Denny Scott, Citizen  
Kelsey Dunbar, Advance Times  
Ryan Drury, CKNX  
John Frieburger, Doug Kuyvenhoven, David Magee,  
Karen Kliest

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 7:05 pm.

**2. CONFIRMATION OF THE AGENDA**

**M024/17**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron; accept the Agenda for the January 23, 2017 Council Meeting; as amended to include an additional Closed Session item - Administration Personnel.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

**4. CONSENT AGENDA**

4.1 Minutes

4.1.1 Minutes of the Regular Council Meeting held January 9, 2017

4.1.2 Minutes of the Planning Advisory Committee Meeting held January 9, 2017

4.1.3 Minutes of the Special Meeting of Council held January 19, 2017

4.1.4 East Wawanosh 150 Minutes, November 24 and December 14, 2016

4.1.5 North Huron Police Service Board Minutes December 20, 2016

4.1.6 Wingham BIA Executive Meeting Minutes January 11, 2017

4.1.7 Wingham Town Hall Theatre Minutes January 12, 2017

4.2 Reports

4.2.1 Bills and Accounts

4.2.2 Finance Report 01-23-17 (Department Update)

4.2.4 Building Department Report 01-23-17 (Department Update)

4.2.5 Fire and Emergency Services Report 01-23-17 (December 2016 Activity)

4.2.6 Fire and Emergency Services Report 01-23-17 (FDNH Mapping Work)

4.2.3 Public Works Report 01-23-17 (Department Update)

4.3 Correspondence

4.3.1 MPAC 2016 Assessment Update Municipal Summary Report

4.3.2 Dietrich Engineering Limited, Notice of Information Meeting for Jackson and Schultz Municipal Drains.

4.3.3 Municipality of Huron East Resolution re Huron County OPP Detachment Facility.

**M025/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 to 4.1.3;*

*AND FURTHER THAT all other Consent Items be received for information.*

**CARRIED**

**5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS**

**5.1 Committee of Adjustment Hearing**

File D13-02/2016 Minor Variance Application

Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West)

Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger

**M026/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at 7:09 pm. to enter a Committee of Adjustment Hearing.*

**CARRIED**

**M027/17**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron reconvene the Regular Council meeting at 7:26 pm.*

**CARRIED**

**M028/17**

**MOVED BY:** B. Knott

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby accept the recommendation of the Committee of Adjustment; that the Minor Variance D13-02/2016 as it applies to Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West) Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger; be approved.*

**CARRIED**

## 5.2 Wingham Town Hall Theatre Committee - Project Update

Doug Kuyvenhoven informed Council on behalf of the Wingham Town Hall Theatre Committee that their fundraising goal of \$120,000 had been achieved and renovations are expected to begin shortly.

Mr. Kuyvenhoven was thanked and resumed a seat in the public gallery.

## 5.3 Verna Steffler - Alice Munro Centre Proposal

Verna Steffler was not in attendance, her proposal was moved to Correspondence for Council consideration.

**6. REPORTS**

## 6.1 Clerks Department

## 6.1.1 Civil Marriage Ceremonies

**M030/17**

**MOVED BY:** B. Knott

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby receive the Clerk's report on Civil Marriage Ceremonies for information purposes;*

*AND FURTHER THAT a By-law be prepared by the Clerk for the February 6, 2017 Council Meeting to Amend By-law No. 08-2007, Being A By-law to Authorize the Civil Marriage Solemnization Service in the Township of North Huron.*

**CARRIED**

## 6.2 Finance Department

## 6.3 Recreation and Facilities Department

## 6.3.1 Wingham Theatre Project Update

**M031/17**

**MOVED BY:** R. Hallahan

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby approves proceeding with the procurement and installation of the HVAC equipment for the Wingham Town Hall Theatre and the Wingham Town Hall Administration offices, the structural work in the attic of the Town Hall to support the new roof-top HVAC units, and the donor recognition;*

*AND FURTHER THAT the Council of the Township of North Huron hereby approves the following items to be included in the project if the funds are available after the HVAC work is completed:*

- *Energy efficient house lighting*
- *Projector/Screen equipment*
- *Attic insulation*

*AND FURTHER THAT the Council of the Township of North Huron pre-approve the entire project for both the Theatre and the Admin offices with the following provisions:*

- *The work performed on the HVAC and Structural work for the Theatre, the donor plaques, the energy efficient lighting, the projector/screen equipment and the attic insulation be funded by releasing funds available in Wingham Theatre Fundraising reserve account.*
- *The work on the Administration offices includes funds that were allocated in the 2016 budget and have been transferred to reserves. This reserve account totaling \$24,112.77 can be released to fund this project*
- *The Council pre-approves new funds in the 2017 budget of up to \$20,887.23 to complete the Administration offices HVAC work.*

*AND FURTHER THAT it is understood that the HVAC equipment and the fire code requirements must be completed prior to the theatre opening.*

**CARRIED**

### 6.3.2 Wingham Horticultural Society Memorandum of Understanding

**M032/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby receives the draft Memorandum of Understanding for the Wingham Horticultural Society for information purposes;*

*AND FURTHER THAT the Clerk be directed to prepare a by-law to adopt the Memorandum of Understanding for the Wingham Horticultural Society at the February 6, 2017 Council Meeting.*

**CARRIED**

6.4 Public Works / Utilities Department

6.4.1 Calcium Chloride Extension

**M033/17**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby grants pre-budget approval to extend the 2016 Dust Control Contract with Da Lee Dust Control for the supply and application of 35% Calcium Chloride solution for the 2017 Dust Control requirements, in the amount of \$0.195 per litre;*

*AND FURTHER THAT the Director of Public Works is authorized to sign any necessary documentation.*

**CARRIED**

6.5 Fire Department of North Huron

6.6 CAO

6.6.1 Director of Fire and Emergency Services Recruitment

**M034/17**

**MOVED BY:** B. Knott

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby accepts with regret the resignation of David Sparling as the Director of Fire and Emergency Services, effective March 31<sup>st</sup>, 2017;*

*AND FURTHER THAT Council directs the CAO to obtain quotes to assist with the recruitment process.*

**CARRIED**

6.6.2 Human Resources Review

**M035/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby accepts the report of the CAO regarding a Human Resources and Health and Safety Program Review;*

*AND FURTHER THAT Council gives pre-budget approval for the purchase of HR Downloads for a cost of \$2,093, plus HST.*

**CARRIED**

**7. CORRESPONDENCE**

7.1 Verna Steffler - Alice Munro Centre Proposal

**M029/17**

**MOVED BY:** B. Knott

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby receive the letter from Verna Steffler regarding an Alice Munro Centre for information purposes.*

**CARRIED**

**8. COUNCIL REPORTS**

8.1 REEVE ACTIVITY REPORT

Reeve Vincent reported attending the following:

- A tour of the newly renovated Maitland River Community Church on January 22, 2017.
- Wingham and District Hospital Healthcare Recruitment meeting. Reeve Vincent noted that the proposed 2017 Healthcare Recruitment budget indicates a slight reduction in North Huron's commitment.

8.2 COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)

Councillor Vodden reported attending a recent CHIPS meeting and noted that the traffic concerns at the intersection of Highway 4 and County Road 25 South of Blyth were discussed.

Councillor Ritsema-Teeninga congratulated the Wingham Town Hall Theatre committee on the achievement of reaching their fundraising goal and noted that an Open House is being tentatively planned for May 2017.

Councillor Knott expressed disappointment with the CHIPS OPP representative noting that the representative had expressed a different assessment of the intersection of Highway 4 and County Road 25 during previous discussions.

8.3 REQUESTS BY MEMBERS

- 9. NOTICE OF MOTION
- 10. BY-LAWS
- 11. ANNOUNCEMENTS
- 12. OTHER BUSINESS
- 13. CLOSED SESSION AND REPORTING OUT

**M036/17**

**MOVED BY:** B. Knott

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby proceeds at 8:38 pm. to an In Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (FDNH Personnel)*
- *Personal matters about an identifiable individual, including municipal or local board employees (Administration Personnel)*
- *Personal matters about an identifiable individual, including municipal or local board employees (Shared Services Personnel Matters)*

**CARRIED**

**M037/17**

**MOVED BY:** T. Seip

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 11:39 pm.*

**CARRIED**

**M038/17**

**MOVED BY:** T. Seip

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby confirm the direction given to the Chief Administrative Officer, in Closed Session.*

**CARRIED**

**14. CONFIRMATORY BY-LAW**

14.1 By-law No. 07-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.

**M039/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT By-law 07-2017; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**CARRIED**

**15. ADJOURNMENT**

**M040/17**

**MOVED BY:** Y. Ritsema-Teeninga

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 11:40 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
REGULAR COUNCIL MEETING**



**Date:** Friday, January 27, 2017  
**Time:** 5:30 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden  
Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO  
Jeff Molenhuis, Director of Public Works

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 5:30 pm.

**2. CONFIRMATION OF THE AGENDA**

**M041/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron; accept the Agenda for the January 27, 2017 Special Council Meeting; as printed.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

**4. CLOSED SESSION AND REPORTING OUT**

**M042/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby proceed at 5:35 pm to an In-Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Public Works Personnel)*
- *Advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Legal Matter)*

**CARRIED**

**M043/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 7:04 pm.*

**CARRIED**

**M044/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby confirm the direction given to the Chief Administrative Officer, in Closed Session.*

**CARRIED**

**5. ADJOURNMENT**

**M045/17**

**MOVED BY:** T. Seip

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 7:05 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Sharon Chambers, Deputy Clerk

**MINUTES OF THE TOWNSHIP OF NORTH HURON  
COMMITTEE OF ADJUSTMENT**



**Date:** Monday, January 23, 2017  
**Time:** 7:09 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

**MEMBERS PRESENT:** Reeve Neil Vincent  
Deputy Reeve James Campbell  
Councillor Ray Hallahan  
Councillor Bill Knott  
Councillor Yolanda Ritsema-Teeninga  
Councillor Trevor Seip  
Councillor Brock Vodden

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services / Clerk  
Donna White, Director of Finance  
Pat Newson, Director of Recreation and Facilities  
David Sparling, Director of Fire and Emergency Services  
Jeff Molenhuis, Director of Public Works  
Kirk Livingston, CBO/Property Standards/Zoning  
Richard Al, Manager of Employee and Business Services  
Laura Young, Huron County Planner

**OTHERS PRESENT:** Denny Scott, Citizen  
Kelsey Dunbar, Advance Times  
Ryan Drury, CKNX  
John Frieburger, Doug Kuyvenhoven, David Magee,  
Karen Kliest

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**1. Call to Order**

Reeve Vincent called the meeting to order at 7:09 pm.

**2. Disclosure of Pecuniary Interest**

None disclosed.

**3. Accept of Amend Agenda**

**COA01/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT the Committee of Adjustment hereby accept the agenda for the January 23, 2017 hearing; as printed and circulated.*

**CARRIED**

**4. Committee of Adjustment – Authority**

The Council of the Corporation of the Township of North Huron enacted By-law No. 2-2013 authorizing the appointment of the full Council to form the Committee of Adjustment.

Hence, it is by the authority of By-law No. 2-2013 and The Planning Act, R.S.O. 1990, as amended, that his Committee of Adjustment shall perform its responsibilities.

**5. Appoint Secretary-Treasurer**

The Council of the Corporation of the Township of North Huron hereby enacts the By-law authorizing the appointment of the Clerk as Committee of Adjustment Secretary-Treasurer.

**6. Statement of Precedent**

“That any decision reached by this Committee tonight cannot be used to set a precedent.”

**7. New Business**

File D13-02/2016 Minor Variance Application

Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West)

Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger

## 7.1 Purpose and Description

The purpose of this application is to seek relief from Zoning By-law 82-2008 for the Township of North Huron. The subject property is designated Residential in the North Huron Official Plan and zoned R2- Residential Medium Density in the North Huron Zoning By-law.

The applicant is proposing to construct a 2 unit semi-detached residential dwelling on the currently vacant lot. The provisions set out in the North Huron Zoning By-law for the R2 Zone require an interior side yard setback for a semi-detached to be a minimum of 3 metres (9.8 feet) from the interior yard line and the minimum floor area to be 84 square metres (904 square feet) per residential unit for a one storey building. The proposed Minor Variance seeks relief for 1 metre (3.2 feet) for the interior yard setback as the applicant requests to build the semi-detached structure at an interior yard setback of 2 metres (6.56 feet). The proposed Minor Variance also seeks relief for 2.25 square metres (24 square feet) for one of the residential units total floor area and 20.83 square metres (224 square feet) for the second residential unit floor area, as the applicant is proposing the unit floor area will be 81.75 square metres (880 square feet) for one unit and 63.17 square metres (680 square feet) for the second unit.

## 7.2 Comments of the Huron County Planner

Laura Young, Huron County Planner presented details regarding the Minor Variance Application.

## 7.3 Comments of the Applicant and/or Agent

No comments were received.

## 7.4 Comments of Others

No comments were received.

## 7.5 Committee of Adjustment Members' Questions and/or Comments

Deputy Reeve Campbell inquired as to the frontage of the property. Laura Young indicated that the frontage is approximately 30 feet.

7.6 Recommendation of the Huron County Planning & Development Department

Approval is recommended as outlined in the report from Laura Young, Huron County Planner.

7.7 Recommendation to Council from the Committee of Adjustment

	A. Effect of Public Comments on Decision of Council	B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)
1. Council agrees with effects of input as contained in the planning report	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	Council concurs with the planning report regarding the effect of public and agency comments on the decision.
2. No comments received	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
3. Supportive comments received	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).
5. Concerns raised did not influence the decision	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
6. Concerns raised did influence the decision	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
7. Comments received in support and opposition to the application	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
8. Other	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council

Council selected option 1A and 1B from the chart.

**COA02/17**

**MOVED BY:** B. Knott

**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Committee of Adjustment hereby recommends to North Huron Council that the Minor Variance D13-02/2016 as it applies to Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West) Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger; be approved.*

**CARRIED**

**8. Ruling of the Committee of Adjustment**

Minor Variance Procedure Following Public Meeting

The Secretary-Treasurer sends within 10 days a certified copy of the decision indicating the last day of Appealing to the Ontario Municipal Board (OMB) to:

- (a) The Applicant.
- (b) The Minister of Municipal Affairs & Housing, if requested.
- (c) Each person who appeared in person or by counsel at the Hearing and who filed with the Secretary-Treasurer a written request for Notice of the Decision.

**IF NO APPEAL LODGED:**

After the 20 day objection period has expired and no Appeal has been lodged, the decision of the Committee of Adjustment is final and binding. The Secretary-Treasurer shall notify the applicant.

**IF A NOTICE OF APPEAL IS LODGED:**

If within 20 days of the Committee of Adjustment making a decision, an Appeal is lodged with the Secretary-Treasurer outlining the reasons for such an Appeal and said Appeal is accompanied by the required fee of \$300.00, the Committee of Adjustment no longer retains jurisdiction over the application.

If a proper Appeal is lodged the Secretary-Treasurer is required to provide proper Notice to the Ontario Municipal Board (OMB).

**9. Adjournment**

**COA03/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT there being no further business before the Committee of Adjustment, the Public Hearing be hereby Adjourned at 7:25 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 043824 Date 01/23/2017 Amount 192.10</b>				
000106 CANADA POST	1-12-2017	01/23/2017	POLICE- 2 ROLLS STAMPS	192.10
			Invoice Count 1 Total	192.10
<b>Cheque 043825 Date 01/23/2017 Amount 92.01</b>				
001314 PETTY CASH-WINGHAM EARLY YRS	11-25-2016- 2	12/31/2016	OEY- PETTY CASH	92.01
			Invoice Count 1 Total	92.01
<b>Cheque 043826 Date 01/31/2017 Amount 83.04</b>				
002763 ADEL DODDS	1-3-2017	01/31/2017	DAY CAMP SUPPLIES	83.04
			Invoice Count 1 Total	83.04
<b>Cheque 043827 Date 01/31/2017 Amount 384.20</b>				
000032 ASSOCIATION OF ONTARIO ROAD	460	01/30/2017	CERT RENEWAL- S. PRICE	169.50
000032 ASSOCIATION OF ONTARIO ROAD	301	01/30/2017	CERT RENEWAL- R. KOLKMA	214.70
			Invoice Count 2 Total	384.20
<b>Cheque 043828 Date 01/31/2017 Amount 3,571.37</b>				
002480 BLACKBURN RADIO INC.	M1210-17	12/31/2016	REC/COMP ADMIN- ADVERTISI	3,571.37
			Invoice Count 1 Total	3,571.37
<b>Cheque 043829 Date 01/31/2017 Amount 168.10</b>				
002956 CANADIAN RINK SERVICES	921	12/31/2016	ARENA W- REPAIR ZAMBONI	168.10
			Invoice Count 1 Total	168.10
<b>Cheque 043830 Date 01/31/2017 Amount 315.00</b>				
003964 CHAD KREGAR	2016-Chad	12/31/2016	FIRE- JAN - DEC 2016 MILEAC	315.00
			Invoice Count 1 Total	315.00
<b>Cheque 043831 Date 01/31/2017 Amount 83.62</b>				
004615 CHARLIE'S PLACE	1-27-2017	01/30/2017	COUNCIL- MEALS	83.62
			Invoice Count 1 Total	83.62
<b>Cheque 043832 Date 01/31/2017 Amount 1,100.85</b>				
000151 COCA COLA REFRESHMENTS CANADA	1-5-2017	01/31/2017	HALL B/CONC B- SUPPLIES	1,100.85
			Invoice Count 1 Total	1,100.85
<b>Cheque 043833 Date 01/31/2017 Amount 9,701.51</b>				
000585 COMPASS MINERALS CANADA	72569019	01/30/2017	ROADS- ROAD SALT	6,645.39
000585 COMPASS MINERALS CANADA	72568999	01/30/2017	ROADS- ROAD SALT	3,056.12
			Invoice Count 2 Total	9,701.51
<b>Cheque 043834 Date 01/31/2017 Amount 165.61</b>				
004335 CRS CONTRACTORS RENTAL SUPPLY	1351343	12/31/2016	P/W- SCAFFOLD RENTAL	258.50

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004335	CRS CONTRACTORS RENTAL SUPPLY	1128323- R	12/31/2016	CREDIT- PAID TWICE	-92.89
				Invoice Count 2 Total	165.61
<b>Cheque 043835</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>1,073.50</b>
004090	DATAFIX	6781	01/31/2017	ADMIN- ELECTION SUPPLIES	1,073.50
				Invoice Count 1 Total	1,073.50
<b>Cheque 043836</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>2,520.38</b>
000885	DEAN'S VALU-MART	641-7072	01/30/2017	BA-MR- FOOD SUPPLIES	184.05
000885	DEAN'S VALU-MART	641-1262	01/30/2017	DAY CARE- FOOD SUPPLIES	384.41
000885	DEAN'S VALU-MART	642-0368	01/30/2017	COMPLEX- BLEACH	21.41
000885	DEAN'S VALU-MART	642-3365	01/30/2017	COMPLEX- BLEACH	25.70
000885	DEAN'S VALU-MART	641-4480	01/30/2017	DAY CARE FOOD SUPPLIES	397.57
000885	DEAN'S VALU-MART	641-5494	01/30/2017	DAY CARE FOOD SUPPLIES	319.30
000885	DEAN'S VALU-MART	641-2154	01/30/2017	EL- FOOD SUPPLIES	84.75
000885	DEAN'S VALU-MART	641-4746	01/30/2017	EL FOOD SUPPLIES	22.41
000885	DEAN'S VALU-MART	641-9255	12/31/2016	EL- FOOD SUPPLIES	50.93
000885	DEAN'S VALU-MART	641-4915	01/30/2017	BA-MR- FOOD SUPPLIES	202.15
000885	DEAN'S VALU-MART	641-9411-2017	01/30/2017	EL- FOOD SUPPLIES	120.73
000885	DEAN'S VALU-MART	641-6458	01/30/2017	DAY CARE FOOD SUPPLIES	325.97
000885	DEAN'S VALU-MART	641-6309-2017	01/30/2017	BA-MR- FOOD SUPPLIES	181.38
000885	DEAN'S VALU-MART	641-6064	01/30/2017	BA-MR- FOOD SUPPLIES	199.62
				Invoice Count 14 Total	2,520.38
<b>Cheque 043837</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>20.00</b>
004614	DYLAN SCHIESTEL	429460	01/30/2017	REFUND- BACK TO SCHOOL	20.00
				Invoice Count 1 Total	20.00
<b>Cheque 043838</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>423.19</b>
002210	ECONOMIC DEVELOPERS ASSOC	626-14778	01/30/2017	EC DEV- 2017 MEMBERSHIP	423.19
				Invoice Count 1 Total	423.19
<b>Cheque 043839</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>213.49</b>
001590	G & K SERVICES CANADA INC.	1518639051	01/30/2017	ARENA B- MATS	147.14
001590	G & K SERVICES CANADA INC.	1518634500	01/30/2017	ESTC- MATS	66.35
				Invoice Count 2 Total	213.49
<b>Cheque 043840</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>480.32</b>
000249	GREEN'S MEAT MARKET	11911	01/30/2017	DAY CARE- MEAT SUPPLIES	452.61
000249	GREEN'S MEAT MARKET	16588	01/30/2017	DAY CARE- MINUTE STEAK	27.71
				Invoice Count 2 Total	480.32
<b>Cheque 043841</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>87.28</b>
003339	HEALTHY COMPUTERS WINGHAM	23236	01/30/2017	LANDFILL- KEYBOARD, MOUSE	52.54
003339	HEALTHY COMPUTERS WINGHAM	23232	01/30/2017	BUILDING- WIRELESS MOUSE	34.74
				Invoice Count 2 Total	87.28
<b>Cheque 043842</b>	<b>Date 01/31/2017</b>	<b>Amount</b>			<b>228.50</b>

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000266 HELM WELDING (1983) LIMITED	54770	01/30/2017	ROADS- REPAIRS- 11-22	228.50
			Invoice Count 1 Total	228.50
<b>Cheque 043843</b>	<b>Date 01/31/2017</b>	<b>Amount 226.00</b>		
000289 HURON PIONEER THRESHERS ASSOC 2017		01/31/2017	EC DEV- HALF PAGE AD	226.00
			Invoice Count 1 Total	226.00
<b>Cheque 043844</b>	<b>Date 01/31/2017</b>	<b>Amount 1,991.06</b>		
003218 INGENIOUS SOFTWARE	5973	01/30/2017	FIRE PRO2- SERVICE CONTR	1,991.06
			Invoice Count 1 Total	1,991.06
<b>Cheque 043845</b>	<b>Date 01/31/2017</b>	<b>Amount 150.00</b>		
004610 JAMIE BELL	1-9-2017	01/30/2017	BUILDING- EXAM PAYMENT	150.00
			Invoice Count 1 Total	150.00
<b>Cheque 043846</b>	<b>Date 01/31/2017</b>	<b>Amount 35.59</b>		
002000 LLOYD MICHIE	1-19-2017	01/30/2017	ROADS- BOOT ALLOWANCE	35.59
			Invoice Count 1 Total	35.59
<b>Cheque 043847</b>	<b>Date 01/31/2017</b>	<b>Amount 176.95</b>		
000411 M.D. CHARLTON CO LTD	45510	01/30/2017	POLICE- TACTICAL BOOTS	176.95
			Invoice Count 1 Total	176.95
<b>Cheque 043848</b>	<b>Date 01/31/2017</b>	<b>Amount 140.00</b>		
004617 MARY MCINNES	429303	01/31/2017	REFUND- DAY CAMP CANCEL	140.00
			Invoice Count 1 Total	140.00
<b>Cheque 043849</b>	<b>Date 01/31/2017</b>	<b>Amount 234.45</b>		
003576 MATT TOWNSEND	2016-Matt	12/31/2016	FIRE- JAN-DEC 2016 MILEAGE	234.45
			Invoice Count 1 Total	234.45
<b>Cheque 043850</b>	<b>Date 01/31/2017</b>	<b>Amount 117.31</b>		
004577 MCDONALD HOME HARDWARE BUILDI	2293548	01/30/2017	BLYTH P/W- REPAIRS	62.10
004577 MCDONALD HOME HARDWARE BUILDI	2293929	01/30/2017	BLYTH P/W- SHOP SUPPLIES	29.90
004577 MCDONALD HOME HARDWARE BUILDI	2293281	01/30/2017	EW- SHED- SUPPLIES	25.31
			Invoice Count 3 Total	117.31
<b>Cheque 043851</b>	<b>Date 01/31/2017</b>	<b>Amount 330.53</b>		
004613 MECHANICAL ADVERTISING	908943	01/30/2017	DITCHING- SIGNS	330.53
			Invoice Count 1 Total	330.53
<b>Cheque 043852</b>	<b>Date 01/31/2017</b>	<b>Amount 195.00</b>		
000431 MINISTER OF FINANCE	17120117022	01/30/2017	FPO- PROGRAM REGISTRATI	195.00
			Invoice Count 1 Total	195.00

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 043853 Date 01/31/2017 Amount 214.93</b>				
000629 MORAN MECHANICAL AND ELECTRICA	100784	01/30/2017	COMPLEX- 3/8 X 8 RT FITTING	21.88
000629 MORAN MECHANICAL AND ELECTRICA	100794	01/30/2017	DAY CARE- REPAIRED TOILET	95.37
000629 MORAN MECHANICAL AND ELECTRICA	100799	01/30/2017	COMPLEX-FAUCET LEVER HANDLE	97.68
			Invoice Count 3 Total	214.93
<b>Cheque 043854 Date 01/31/2017 Amount 422.15</b>				
004150 MSC INDUSTRIAL SUPPLY ULC	8966771001	12/31/2016	10-16 2010 JD GRADER PART	422.15
			Invoice Count 1 Total	422.15
<b>Cheque 043855 Date 01/31/2017 Amount 580.07</b>				
002832 NORTRAX CANADA INC.	666121	01/30/2017	ROADS- 10-16- GRADER REPAIR	580.07
			Invoice Count 1 Total	580.07
<b>Cheque 043856 Date 01/31/2017 Amount 237.30</b>				
003908 OMTRA	2017*0835	01/31/2017	OMTRA MEMBERSHIP 2017- [	237.30
			Invoice Count 1 Total	237.30
<b>Cheque 043857 Date 01/31/2017 Amount 250.00</b>				
001588 ONTARIO ASSOCIATION OF POLICE	1-6-2017	01/30/2017	POLICE- 2017 MEMBERSHIP I	250.00
			Invoice Count 1 Total	250.00
<b>Cheque 043858 Date 01/31/2017 Amount 819.44</b>				
000471 ONTARIO GOOD ROADS ASSOCIATION	40567	01/30/2017	ROADS- OGRA 2017 MEMBERSHIP	819.44
			Invoice Count 1 Total	819.44
<b>Cheque 043859 Date 01/31/2017 Amount 508.50</b>				
004462 PAYMATE SOFTWARE CORPORATION	30302	12/31/2016	ADMIN- LOGGED WORK-PAYROLL	508.50
			Invoice Count 1 Total	508.50
<b>Cheque 043860 Date 01/31/2017 Amount 323.18</b>				
002509 PBS BUSINESS SYSTEMS	105425	01/30/2017	ADMIN-TAX BILLS	323.18
			Invoice Count 1 Total	323.18
<b>Cheque 043861 Date 01/31/2017 Amount 70.00</b>				
004616 PEGGY FLEMING	429298	01/31/2017	REFUND- DAY CAMP CANCELLATION	70.00
			Invoice Count 1 Total	70.00
<b>Cheque 043862 Date 01/31/2017 Amount 13.29</b>				
000520 PUROLATOR COURIER LTD	432743506	12/31/2016	MEM HALL -CONTRIBUTION /	4.43
000520 PUROLATOR COURIER LTD	433526233	01/30/2017	DRAINAGE- COURIER	4.43
000520 PUROLATOR COURIER LTD	433539621	01/30/2017	POLICE- COURIER SERVICE	4.43
			Invoice Count 3 Total	13.29
<b>Cheque 043863 Date 01/31/2017 Amount 186.45</b>				

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000538	RESURFICE CORP	82349	01/30/2017	ARENA B/W- SHARPEN BLAD	186.45
Invoice Count 1 Total					186.45
<b>Cheque 043864</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>100.00</b>	
001256	ROB KOLKMAN	1-6-2017	01/30/2017	ROADS- BOOT ALLOWANCE	100.00
Invoice Count 1 Total					100.00
<b>Cheque 043865</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>100.00</b>	
000551	ROGER IRVINE	1-12-2017	01/30/2017	ROADS- WORKBOOT ALLOW,	100.00
Invoice Count 1 Total					100.00
<b>Cheque 043866</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>70.50</b>	
003723	SANDRA MURPHY	498	01/30/2017	REFUND- BA-SH	70.50
Invoice Count 1 Total					70.50
<b>Cheque 043867</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>41.88</b>	
000569	SCRIMGEOUR'S FOOD MARKET	3011541984	01/30/2017	CONC B- SUPPLIES	41.88
Invoice Count 1 Total					41.88
<b>Cheque 043868</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>418.26</b>	
000592	SOCAN	8543766	01/31/2017	BLYTH-2017 SOCAN FEES	209.13
000592	SOCAN	8544469	01/31/2017	COMPLEX- 2017 SOCAN FEE	209.13
Invoice Count 2 Total					418.26
<b>Cheque 043869</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>88.20</b>	
004121	TABITHA MCDOUGALL	429998	01/30/2017	REFUND- COURSE	88.20
Invoice Count 1 Total					88.20
<b>Cheque 043870</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>68.18</b>	
000631	TEESWATER AGRO PARTS LTD	117556	01/30/2017	12-18- 2012 NEW HOLL TRAC'	55.75
000631	TEESWATER AGRO PARTS LTD	117599	01/30/2017	12-18-2012 NEW HOLL TRACT	3.39
000631	TEESWATER AGRO PARTS LTD	117021	12/31/2016	12-18-2012 NEW HOLL TRACT	9.04
Invoice Count 3 Total					68.18
<b>Cheque 043871</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>508.95</b>	
000642	THE CITIZEN	89746	12/31/2016	DECEMBER ADVERTISING	508.95
Invoice Count 1 Total					508.95
<b>Cheque 043872</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>2,645.00</b>	
000643	THE ONTARIO AGGREGATE	12-31-2016	12/31/2016	ROADS- AGGREGATE LICENC	2,645.00
Invoice Count 1 Total					2,645.00
<b>Cheque 043873</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>138.58</b>	
004391	THOMSON REUTERS CANADA	8165323	12/31/2016	ADMIN-EMP. POLICIES	138.58
Invoice Count 1 Total					138.58

**Accounts Payable**

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014  
 Cheque Date 01/21/2017 to 12/31/2017  
 Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 043874 Date 01/31/2017 Amount 203.63</b>				
001974 TSC STORES LTD	207048617	12/31/2016	P/W- E/W SHOP SUPPLIES	203.63
			Invoice Count 1 Total	203.63
<b>Cheque 043875 Date 01/31/2017 Amount 5.00</b>				
002624 WINGHAM POLICE SERVICE	1-25-2017	01/30/2017	FITNESS - CRIMINAL CHECK	5.00
			Invoice Count 1 Total	5.00
<b>Cheque 043876 Date 01/31/2017 Amount 7,674.76</b>				
000720 WORK EQUIPMENT LTD	41200	12/31/2016	ROADS- SHIFTER LEVER/CAE	315.33
000720 WORK EQUIPMENT LTD	40673	12/31/2016	RODS- EQUIPMENT REPAIR	6,055.46
000720 WORK EQUIPMENT LTD	40204	12/31/2016	ROADS- FUEL PUMP SOLENC	803.64
000720 WORK EQUIPMENT LTD	39921	12/31/2016	ROADS- BREATHER ELEMEN	269.82
000720 WORK EQUIPMENT LTD	40063	12/31/2016	ROADS- HUSCO RELIEF VAL	230.51
			Invoice Count 5 Total	7,674.76
<b>Cheque 043877 Date 02/02/2017 Amount 48.50</b>				
004447 BRITTANY WEBER	1-16-2017	02/02/2017	BA-SH- PROGRAM SUPPLIES	48.50
			Invoice Count 1 Total	48.50
<b>Cheque 043878 Date 02/02/2017 Amount 356.31</b>				
000151 COCA COLA REFRESHMENTS CANADA	25794011	02/02/2017	CONC W- SUPPLIES	356.31
			Invoice Count 1 Total	356.31
<b>Cheque 043879 Date 02/02/2017 Amount 178.16</b>				
000834 G-FORCE MARKETING	AG5135	02/02/2017	ASSESSMENT ROLL BINDER	178.16
			Invoice Count 1 Total	178.16
<b>Cheque 043880 Date 02/02/2017 Amount 110.00</b>				
003740 JENNIFER BLACK	1-30-2017	02/02/2017	REC-FAMILY DAY FACE PAI	110.00
			Invoice Count 1 Total	110.00
<b>Cheque 043881 Date 02/02/2017 Amount 273.95</b>				
004577 MCDONALD HOME HARDWARE BUILDI	2290156	12/31/2016	ROADS- BLYTH SHOP SUPPL	46.73
004577 MCDONALD HOME HARDWARE BUILDI	2289858	12/31/2016	ROADS- NAILS, 2 X 4 X 12' LU	227.22
			Invoice Count 2 Total	273.95
<b>Cheque 043882 Date 02/02/2017 Amount 96.42</b>				
000629 MORAN MECHANICAL AND ELECTRICA	100701	12/31/2016	LIBRARY - FAUCET	96.42
			Invoice Count 1 Total	96.42
<b>Cheque 043883 Date 02/02/2017 Amount 254.25</b>				
003510 ONTARIO BIA ASSOCIATION	2017	02/01/2017	OBIAA- 2017 MEMBERSHIP	254.25
			Invoice Count 1 Total	254.25
<b>Cheque 043884 Date 02/02/2017 Amount 452.00</b>				

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004618	OVER YONDER AERIALS- ROB BOYCE	56	12/31/2016	PHOTOS/VIDEO HOWSON DA	452.00
				Invoice Count	1 Total 452.00
		<b>Cheque 043885</b>	<b>Date 02/02/2017</b>	<b>Amount</b>	<b>2,252.60</b>
003138	OWEN SOUND POLICE SERVICES	2872-17	02/02/2017	POLICE- JAN DISPATCH SER'	2,252.60
				Invoice Count	1 Total 2,252.60
		<b>Cheque 043886</b>	<b>Date 02/02/2017</b>	<b>Amount</b>	<b>17.63</b>
000520	PUROLATOR COURIER LTD	433603456	02/02/2017	POLICE- COURIER SERVICE	13.20
000520	PUROLATOR COURIER LTD	433659803	02/02/2017	DRAINAGE SUPER REPORT 1	4.43
				Invoice Count	2 Total 17.63
		<b>Cheque 043887</b>	<b>Date 02/02/2017</b>	<b>Amount</b>	<b>1,033.59</b>
000646	THE KOP SHOP	70451116	12/31/2016	POLICE- VEST CARRIERS	1,033.59
				Invoice Count	1 Total 1,033.59
		<b>Cheque 043888</b>	<b>Date 02/02/2017</b>	<b>Amount</b>	<b>150.00</b>
002775	VAL MULLOUGH	1-31-2017	02/02/2017	REC-FAMILY DAY FACE PAIN'	150.00
				Invoice Count	1 Total 150.00
					Report Total 45,412.62

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 004759 Date 01/25/2017 Amount 10,000.00</b>					
004611	2336438 ONTARIO INC	01	01/25/2017	WATER - SECURITY RELEAS	10,000.00
				Invoice Count 1	Total 10,000.00
<b>Cheque 004760 Date 01/25/2017 Amount 452.00</b>					
002509	PBS BUSINESS SYSTEMS	105424	01/25/2017	10,000 WATER BILLS	452.00
				Invoice Count 1	Total 452.00
<b>Cheque 004761 Date 01/25/2017 Amount 13,008.50</b>					
002512	TOWNSHIP OF NORTH HURON	456	01/25/2017	WATER - BFL CANADA	13,008.50
				Invoice Count 1	Total 13,008.50
<b>Cheque 000000 Date Amount 0.00</b>					
					0.00
				Invoice Count 1	Total 0.00
<b>Cheque 004763 Date 01/27/2017 Amount 1,309.17</b>					
002512	TOWNSHIP OF NORTH HURON	163534	01/27/2017	WATER - BM ROSS INVOICES	1,309.17
				Invoice Count 1	Total 1,309.17
<b>Cheque 004764 Date 01/27/2017 Amount 29,629.08</b>					
001634	VEOLIA WATER CANADA INC	65145	01/27/2017	WATER - DEC SERVICES	29,629.08
				Invoice Count 1	Total 29,629.08
<b>Cheque 004765 Date 01/27/2017 Amount 7,837.68</b>					
000542	R.J. BURNSIDE & ASSOCIATES	300037113.0000-12	01/27/2017	BLYTH WATER TREATMENT I	7,837.68
				Invoice Count 1	Total 7,837.68
<b>Cheque 004766 Date 01/27/2017 Amount 147,160.11</b>					
004612	HENRY BLYTH FARMS INC	04	01/27/2017	WATER - SECURITY RELEAS	73,799.24
004612	HENRY BLYTH FARMS INC	05	01/27/2017	COWBELL SHARE ENGINEER	-1,067.68
004612	HENRY BLYTH FARMS INC	06	01/27/2017	WATER - CAPITAL COST SHA	74,428.55
				Invoice Count 3	Total 147,160.11
				<b>Report Total</b>	<b>209,396.54</b>

# Accounts Payable

Paid Invoice History By Cheque Report - SEWER GENERAL TD CANADA TRUST

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 003338</b>		<b>Date 01/25/2017</b>	<b>Amount</b>	<b>15,918.45</b>	
002512	TOWNSHIP OF NORTH HURON	575	01/25/2017	SEWER - BFL CANADA	15,918.45
				Invoice Count 1	Total 15,918.45
<b>Cheque 003339</b>		<b>Date 01/27/2017</b>	<b>Amount</b>	<b>29,629.06</b>	
001634	VEOLIA WATER CANADA INC	65145 S	01/27/2017	SEWR - DECEMBER SERVICE	29,629.06
				Invoice Count 1	Total 29,629.06
				Report Total	45,547.51





# Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED PAYMENTS GENERAL

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
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Report Total 92,941.68

# Accounts Payable

Paid Invoice History By Cheque Report - WATER INTERNET/PRE-AUTHORIZED PAYMENTS

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
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<b>Cheque 000445</b>		<b>Date 01/30/2017</b>	<b>Amount 1,771.57</b>		
000687	WESTARIO POWER INC.	21403511558	01/30/2017	WATER - STANDPIPE DEC US	268.39
000687	WESTARIO POWER INC.	2103511541	01/30/2017	WATER - WELL 3 DEC USAGE	1,503.18
				Invoice Count	2
				Total	1,771.57

<b>Cheque 000446</b>		<b>Date 01/25/2017</b>	<b>Amount 2,667.75</b>		
000687	WESTARIO POWER INC.	2103528900	01/25/2017	WATER - WELL 4 DEC USAGE	2,667.75
				Invoice Count	1
				Total	2,667.75

<b>Cheque 000447</b>		<b>Date 01/30/2017</b>	<b>Amount 331.73</b>		
000294	HYDRO ONE NETWORKS INC	01/09	01/30/2017	WATER - GYPSY LANE WELL	331.73
				Invoice Count	1
				Total	331.73

Report Total 4,771.05

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 500520 Date 01/26/2017 Amount 300.00</b>					
004581	JAMES FELDER	1-26-2017	01/26/2017	REC PROGRAMS- CASH ADV.	300.00
				Invoice Count 1 Total	300.00
<b>Cheque 500521 Date 01/31/2017 Amount 1,084.24</b>					
000065	BLYTH DECOR SHOPPE	1-10-2017	01/30/2017	LIBRARY B- RENT	1,084.24
				Invoice Count 1 Total	1,084.24
<b>Cheque 500522 Date 01/31/2017 Amount 1,945.12</b>					
000072	BLYTH PRINTING INC.	26694	12/31/2016	MUSUEM- POSTCARDS, POS	1,020.84
000072	BLYTH PRINTING INC.	26689	01/30/2017	REC/COMP ADMIN- POST CAI	620.99
000072	BLYTH PRINTING INC.	26692	01/30/2017	POLICE- BUSINESS CARDS	86.13
000072	BLYTH PRINTING INC.	26664	01/30/2017	EC DEV- STICKERS	217.16
				Invoice Count 4 Total	1,945.12
<b>Cheque 500523 Date 01/31/2017 Amount 6,933.22</b>					
002743	BRANDT SECURITY	17595	12/31/2016	P/W- JEFF'S DOOR SECURITY)	914.16
002743	BRANDT SECURITY	17596	12/31/2016	P/W- BUILDING SECURITY	6,019.06
				Invoice Count 2 Total	6,933.22
<b>Cheque 500524 Date 01/31/2017 Amount 5,119.35</b>					
003097	CARLETON UNIFORMS INC	69103	12/31/2016	FIRE- UNIFORMS	1,407.98
003097	CARLETON UNIFORMS INC	68837	12/31/2016	FIRE- UNIFORMS	3,711.37
				Invoice Count 2 Total	5,119.35
<b>Cheque 500525 Date 01/31/2017 Amount 226.00</b>					
002016	CENTRA DOOR NORTH COMPANY LTD	15345	01/30/2017	BLYTH SHED- REPAIR DOOR	226.00
				Invoice Count 1 Total	226.00
<b>Cheque 500526 Date 01/31/2017 Amount 417.70</b>					
003919	CINTAS CANADA LIMITED	839357971	01/30/2017	COMPLEX- WASHROOM SAN	417.70
				Invoice Count 1 Total	417.70
<b>Cheque 500527 Date 01/31/2017 Amount 377.43</b>					
001837	CJ JOHNSTON OFFICE SOLUTIONS	133850c	01/30/2017	COMPLEX- REPAIR TABLE B/	242.39
001837	CJ JOHNSTON OFFICE SOLUTIONS	133804c	01/30/2017	COMPLEX- SWIVEL STRAP IN	135.04
				Invoice Count 2 Total	377.43
<b>Cheque 500528 Date 01/31/2017 Amount 18,194.33</b>					
000146	CLIFF'S PLUMBING & HEATING	27945	12/31/2016	ARENA W- NEW BOILER	16,067.66
000146	CLIFF'S PLUMBING & HEATING	27963	12/31/2016	REPAIR POOL BOILER	1,310.24
000146	CLIFF'S PLUMBING & HEATING	27969	12/31/2016	POOL- REPAIR DECTRON	816.43
				Invoice Count 3 Total	18,194.33
<b>Cheque 500529 Date 01/31/2017 Amount 356.66</b>					
002982	COMCO FASTENERS INC	17/0093	01/30/2017	ROADS- COTTER PINS	1.74

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002982	COMCO FASTENERS INC	17/0077	01/30/2017	EW P/W- SHOP SUPPLIES	354.92
				Invoice Count 2	Total 356.66
<b>Cheque 500530 Date 01/31/2017 Amount 179.11</b>					
000175	DAN'S AUTO REPAIR	29834	12/31/2016	P/W- 2001 CHEV BRAKE REP/	179.11
				Invoice Count 1	Total 179.11
<b>Cheque 500531 Date 01/31/2017 Amount 965.50</b>					
000186	DELTA ELEVATOR COMPANY LTD	9153329	01/30/2017	COMPLEX- ELEVATOR MAINT	477.63
000186	DELTA ELEVATOR COMPANY LTD	9153328	01/30/2017	TOWN HALL ELEVATOR MAINT	487.87
				Invoice Count 2	Total 965.50
<b>Cheque 500532 Date 01/31/2017 Amount 158.20</b>					
002183	DONNELLY & MURPHY	45417	01/30/2017	ADMIN- LEGAL FEES	158.20
				Invoice Count 1	Total 158.20
<b>Cheque 500533 Date 01/31/2017 Amount 100.00</b>					
001642	EMILY PHILLIPS	Moyer/Bryan	12/31/2016	ADMIN- CIVIL WEDDING	100.00
				Invoice Count 1	Total 100.00
<b>Cheque 500534 Date 01/31/2017 Amount 300.00</b>					
000233	FROSTY QUEEN	12-2016	12/31/2016	AQUATICS- ICE CREAM CAKE	300.00
				Invoice Count 1	Total 300.00
<b>Cheque 500535 Date 01/31/2017 Amount 5,929.22</b>					
000237	GEORGIAN BAY FIRE & SAFETY LTD	716419	12/31/2016	ARENA/HALL B-REPLACE DR'	5,462.26
000237	GEORGIAN BAY FIRE & SAFETY LTD	716418	12/31/2016	ARENA /HALL B- REP SPRINK	466.96
				Invoice Count 2	Total 5,929.22
<b>Cheque 500536 Date 01/31/2017 Amount 36.90</b>					
004503	GLENDA ROYALL	1-11-2017	01/30/2017	ESTC- MILEAGE	36.90
				Invoice Count 1	Total 36.90
<b>Cheque 500537 Date 01/31/2017 Amount 7,645.50</b>					
004549	GSS ENGINEERING CONSULTANTS LTI	343-16	12/31/2016	ENVIRONMENT ASSESS- HO\	4,233.58
004549	GSS ENGINEERING CONSULTANTS LTI	358-16	12/31/2016	HOWSON DAM - ENVIRO ASS	3,411.92
				Invoice Count 2	Total 7,645.50
<b>Cheque 500538 Date 01/31/2017 Amount 222.60</b>					
000690	JULIE WHEELER	1-18-2017	01/30/2017	ADMIN- PAYROLL ADMIN COI	222.60
				Invoice Count 1	Total 222.60
<b>Cheque 500539 Date 01/31/2017 Amount 1,252.27</b>					
000352	KITSUPPLY	139276	01/31/2017	COMPLEX- JANITORIAL SUPP	96.05
000352	KITSUPPLY	139173	01/31/2017	COMPLEX- JANITORIAL SUPP	370.21
000352	KITSUPPLY	139274	01/31/2017	DAY CARE- JANITORIAL SUPI	218.04



### Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000123	MUNICIPALITY OF CENTRAL HURON	100394	12/31/2016	ROADS- NOV/DEC AUBURN S	2,088.91
Invoice Count 1 Total					2,088.91
<b>Cheque 500546</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>198.86</b>	
001419	MURRAY FOXTON	1-10-2017	01/31/2017	POLICE- CLOTHING	198.86
Invoice Count 1 Total					198.86
<b>Cheque 500547</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>142.38</b>	
000498	ORKIN CANADA CORPORATION	IN-7439729	01/30/2017	LANDFILL W- PEST CONTROL	142.38
Invoice Count 1 Total					142.38
<b>Cheque 500548</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>848.69</b>	
000500	PERTH COMMUNICATIONS	144793	12/31/2016	ROADS- INSTALL RADIO- CHE	492.23
000500	PERTH COMMUNICATIONS	144842	01/30/2017	ROADS- 2008 GMC PLOW TRI	356.46
Invoice Count 2 Total					848.69
<b>Cheque 500549</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>881.25</b>	
003875	QUEENS BAKERY	I-70249	12/31/2016	FIRE- FOOD FIRE CALL NOV ;	175.00
003875	QUEENS BAKERY	I-71321	12/31/2016	FIRE- FIRE CALL FOOD DEC ;	175.00
003875	QUEENS BAKERY	I-70636	12/31/2016	FIRE- FOOD FOR FIRE CALL I	175.00
003875	QUEENS BAKERY	I-69047	12/31/2016	FIRE- FOOD	6.25
003875	QUEENS BAKERY	I-69586	12/31/2016	FIRE- FIRE CALL FOOD NOV.	350.00
Invoice Count 5 Total					881.25
<b>Cheque 500550</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>1,650.26</b>	
000559	R & S ALIGNMENT SERVICES	4205016	12/31/2016	ROADS- TIRES DODGE RAM	793.49
000559	R & S ALIGNMENT SERVICES	4205193	01/30/2017	ROADS- TIRES	856.77
Invoice Count 2 Total					1,650.26
<b>Cheque 500551</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>1,305.15</b>	
000542	R.J. BURNSIDE & ASSOCIATES	300036407.0000-15	12/31/2016	HOPPER DRAIN- ENG SERVIC	1,305.15
Invoice Count 1 Total					1,305.15
<b>Cheque 500552</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>1,100.50</b>	
004198	RICCO FOOD DISTRIBUTOR	340549	01/30/2017	CONC B- SUPPLIES	767.65
004198	RICCO FOOD DISTRIBUTOR	341285	01/30/2017	TOWN HALL- CONC W- SUPP	332.85
Invoice Count 2 Total					1,100.50
<b>Cheque 500553</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>992.51</b>	
000539	RINTOULS POOLS AND SPAS	62116	01/30/2017	POOL- REAGENTS	486.59
000539	RINTOULS POOLS AND SPAS	62094	01/30/2017	POOL- MURIATIC ACID	239.47
000539	RINTOULS POOLS AND SPAS	62172	01/30/2017	POOL- MURIATIC ACID, HOSE	266.45
Invoice Count 3 Total					992.51
<b>Cheque 500554</b>		<b>Date 01/31/2017</b>	<b>Amount</b>	<b>254.57</b>	
000272	RONA HODGINS	105054	12/31/2016	ROADS- LACQUER THINNER	25.20

### Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000272	RONA HODGINS	105014/1	12/31/2016	P/W- ANGLE GRINDER, WIRE	229.37
					Invoice Count 2 Total 254.57
		<b>Cheque 500555</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>100.00</b>
004289	ROYAL CANADIAN MOUNTED POLICE	1800003429	12/31/2016	POLICE- FINGERPRINT SEAR	100.00
					Invoice Count 1 Total 100.00
		<b>Cheque 500556</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>73.93</b>
002155	SMYTH WELDING & MACHINE SHOP	34284	12/31/2016	ROADS- EQUIPMENT REPAIR	58.87
002155	SMYTH WELDING & MACHINE SHOP	34246	12/31/2016	P/W- KUBOTA 13-19 BLADE E	15.06
					Invoice Count 2 Total 73.93
		<b>Cheque 500557</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>78.75</b>
004130	SONYA GIBSON	1-20-2017	01/30/2017	OEY- JANUARY MILEAGE	78.75
					Invoice Count 1 Total 78.75
		<b>Cheque 500558</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>3,930.14</b>
000595	SPECTRUM COMMUNICATIONS LTD	758958	01/30/2017	FIRE- 4 PAGERS	2,476.96
000595	SPECTRUM COMMUNICATIONS LTD	758957	01/30/2017	FIRE- MOTOROLA RADIOS	1,453.18
					Invoice Count 2 Total 3,930.14
		<b>Cheque 500559</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>622.09</b>
000606	STEFFEN AUTO SUPPLY	204542	12/31/2016	ROADS- OIL FILTER	33.24
000606	STEFFEN AUTO SUPPLY	206165	12/31/2016	ROADS- OIL FILTERS, HALOC	282.55
000606	STEFFEN AUTO SUPPLY	206111	12/31/2016	ROADS- WIPER BLADE, HALC	65.52
000606	STEFFEN AUTO SUPPLY	204642	12/31/2016	CREDIT- FAULTY ALTERNATE	-357.11
000606	STEFFEN AUTO SUPPLY	204646	12/31/2016	ROADS- HYDRAULIC FITTING	37.02
000606	STEFFEN AUTO SUPPLY	204563	12/31/2016	ROADS- PAINT	69.07
000606	STEFFEN AUTO SUPPLY	204566	12/31/2016	ROADS- PRIMER, HYDRAULIC	30.56
000606	STEFFEN AUTO SUPPLY	204630	12/31/2016	ROADS- DIE GRINDER, PLUG	123.03
000606	STEFFEN AUTO SUPPLY	204540	12/31/2016	ROADS- FLOOR DRY	73.79
000606	STEFFEN AUTO SUPPLY	204541	12/31/2016	ROADS- PRIMER	18.15
000606	STEFFEN AUTO SUPPLY	205955	12/31/2016	ROADS- COOLANT	15.35
000606	STEFFEN AUTO SUPPLY	206005	12/31/2016	ROADS- BULBS, WIPERS	71.35
000606	STEFFEN AUTO SUPPLY	204901	12/31/2016	ROADS- CUTOFF TOOL- CRE	-44.47
000606	STEFFEN AUTO SUPPLY	204656	12/31/2016	ROADS- OIL, COOLANT	31.15
000606	STEFFEN AUTO SUPPLY	205935	12/31/2016	ROADS-WIPER BLADE, WELD	91.33
000606	STEFFEN AUTO SUPPLY	205169	12/31/2016	ROADS- COOLANT, DIESEL C	22.25
000606	STEFFEN AUTO SUPPLY	204754	12/31/2016	ROADS- HARRIS CUTTING TII	24.81
000606	STEFFEN AUTO SUPPLY	206564	12/31/2016	ROADS- COOLANT, SEAL	34.50
					Invoice Count 18 Total 622.09
		<b>Cheque 500560</b>	<b>Date 01/31/2017</b>	<b>Amount</b>	<b>388.15</b>
000620	SWAN DUST CONTROL LTD	3732120	01/30/2017	POLICE- MATS/MOPS	36.50
000620	SWAN DUST CONTROL LTD	3725545	01/30/2017	POLICE- MATS/MOPS	36.50
000620	SWAN DUST CONTROL LTD	3732104	01/30/2017	COMPLEX- MATS/MOPS	143.00
000620	SWAN DUST CONTROL LTD	3732121	01/30/2017	TOWN HALL MATS	29.15

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000620	SWAN DUST CONTROL LTD	3725533	01/30/2017	COMPLEX- MOPS/MATS	143.00
				Invoice Count 5 Total	388.15
	<b>Cheque 500561</b>	<b>Date 01/31/2017</b>		<b>Amount 126.56</b>	
000638	THE WORKSHOP	595751	01/30/2017	ARENA W- SHIRTS	126.56
				Invoice Count 1 Total	126.56
	<b>Cheque 500562</b>	<b>Date 01/31/2017</b>		<b>Amount 1,396.16</b>	
001796	TIM HORTON'S	1-22-2017	01/30/2017	ESTC- LUNCHES	487.25
001796	TIM HORTON'S	12-30-2016	12/31/2016	FIRE-ESTC- FOOD	908.91
				Invoice Count 2 Total	1,396.16
	<b>Cheque 500563</b>	<b>Date 01/31/2017</b>		<b>Amount 1,556.62</b>	
001365	TOWNSHIP OF NORTH HURON WATER	11937	12/31/2016	GENERAL PAYABLE TO WATI	1,486.29
001365	TOWNSHIP OF NORTH HURON WATER	0777048900	01/30/2017	GENERAL OWES WATER	70.33
				Invoice Count 2 Total	1,556.62
	<b>Cheque 500564</b>	<b>Date 01/31/2017</b>		<b>Amount 65.54</b>	
003532	TRULY NOLEN	30568	01/30/2017	DAY CARE-PEST CONTROL	65.54
				Invoice Count 1 Total	65.54
	<b>Cheque 500565</b>	<b>Date 01/31/2017</b>		<b>Amount 1,944.49</b>	
002875	VIKING CIVES LTD.	2664838	12/31/2016	ROADS- CHAINS, FILTER SEA	1,056.40
002875	VIKING CIVES LTD.	2665190	01/30/2017	ROADS- REPAIRS- 05-04	888.09
				Invoice Count 2 Total	1,944.49
	<b>Cheque 500566</b>	<b>Date 01/31/2017</b>		<b>Amount 1,417.33</b>	
002667	WEST COAST DISTRIBUTING	10001315	01/30/2017	CONC W- BULK POPCORN	59.33
002667	WEST COAST DISTRIBUTING	10001441	01/30/2017	CONC B- SUPPLIES	571.44
002667	WEST COAST DISTRIBUTING	10001471	01/30/2017	CONC B- SUPPLIES	155.44
002667	WEST COAST DISTRIBUTING	10001476	01/30/2017	CONC W- SUPPLIES	631.12
				Invoice Count 4 Total	1,417.33
	<b>Cheque 500567</b>	<b>Date 01/31/2017</b>		<b>Amount 4.84</b>	
002081	WINGHAM FOODLAND	725-600-9730	01/31/2017	OEY- FOOD SUPPIES	4.84
				Invoice Count 1 Total	4.84
	<b>Cheque 500568</b>	<b>Date 01/31/2017</b>		<b>Amount 787.61</b>	
000713	WINGHAM PRINTING SERVICE	17482	01/27/2017	ADMIN- WINDOW ENVELOPE:	787.61
				Invoice Count 1 Total	787.61
	<b>Cheque 500569</b>	<b>Date 02/07/2017</b>		<b>Amount 500.00</b>	
000002	ACAPULCO POOLS LIMITED	1001823	02/01/2017	POOL- LIQUID CHLORINE	500.00
				Invoice Count 1 Total	500.00
	<b>Cheque 500570</b>	<b>Date 02/07/2017</b>		<b>Amount 488.30</b>	

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000072	BLYTH PRINTING INC.	26725	02/02/2017	REC/COM ADMIN- FLYERS, P	488.30
				Invoice Count 1 Total	488.30
		<b>Cheque 500571</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>852.03</b>
000126	C.G. EQUIPMENT	IV08983	12/31/2016	P/W- FREIGHT CREDITED BA	-47.46
000126	C.G. EQUIPMENT	WO27696	02/02/2017	ROADS- REPAIR BUCKET CA	767.52
000126	C.G. EQUIPMENT	IV11039	02/02/2017	ROADS- REPAIR 07-13 CASE	131.97
				Invoice Count 3 Total	852.03
		<b>Cheque 500572</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>214.80</b>
003919	CINTAS CANADA LIMITED	839364274	02/02/2017	FITNESS/POOL SANITIZE RE	214.80
				Invoice Count 1 Total	214.80
		<b>Cheque 500573</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>538.33</b>
001837	CJ JOHNSTON OFFICE SOLUTIONS	133895C	02/02/2017	COMPLEX- CHAIR SHEELS, S	538.33
				Invoice Count 1 Total	538.33
		<b>Cheque 500574</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>9,844.75</b>
000146	CLIFF'S PLUMBING & HEATING	28041	02/02/2017	POOL- DECTRON REPAIR	5,240.00
000146	CLIFF'S PLUMBING & HEATING	28042	02/02/2017	POOL- CIRC PUMP	4,604.75
				Invoice Count 2 Total	9,844.75
		<b>Cheque 500575</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>125.45</b>
002982	COMCO FASTENERS INC	17/0173	02/02/2017	ROADS- WING SHED- SUPPLI	125.45
				Invoice Count 1 Total	125.45
		<b>Cheque 500576</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>316.15</b>
003815	DESCO PLUMBING AND HEATING SUPI	7505013	02/02/2017	ARENA B- EQUIP REPAIR	196.28
003815	DESCO PLUMBING AND HEATING SUPI	7501254	12/31/2016	ARENA B- - EQUIPMENT REP	119.87
				Invoice Count 2 Total	316.15
		<b>Cheque 500577</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>8,078.19</b>
000196	DONEGAN'S HAULAGE (2010) LIMITED	147617	02/02/2017	ROADS- WINTER SAND	8,078.19
				Invoice Count 1 Total	8,078.19
		<b>Cheque 500578</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>3,530.30</b>
000796	FISHER GLASS & MIRROR LIMITED	21798	12/31/2016	TOWN HALL- REPLACE DOOF	3,530.30
				Invoice Count 1 Total	3,530.30
		<b>Cheque 500579</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>248.60</b>
004587	JEFF MOLENHUIS	2-2-2017	02/02/2017	ROADS- ENGINEER MEMBER	248.60
				Invoice Count 1 Total	248.60
		<b>Cheque 500580</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>986.59</b>
000322	JOE KERR LTD	W47842	02/02/2017	ROADS- REPAIR VHT-01-95	134.15

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000322	JOE KERR LTD	W47841	02/02/2017	ROADS- REPAIR VHT-05-04	852.44
				Invoice Count 2 Total	986.59
		<b>Cheque 500581</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>27.12</b>
000321	JOE'S AUTOMOTIVE	40009	02/02/2017	POLICE- 2011 CHARGER-WIF	27.12
				Invoice Count 1 Total	27.12
		<b>Cheque 500582</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>40.00</b>
000353	KNIGHTS OF COLUMBUS	2-1-2017	02/02/2017	FITNESS- SATELLITE REIMBL	40.00
				Invoice Count 1 Total	40.00
		<b>Cheque 500583</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>463.83</b>
004198	RICCO FOOD DISTRIBUTOR	342063	02/02/2017	CONC W/TOWN HALL SUPPLI	463.83
				Invoice Count 1 Total	463.83
		<b>Cheque 500584</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>31.93</b>
002355	ROBERT'S FARM EQUIPMENT	P58180	02/02/2017	ROADS- FILTERS FOR 12-18	31.93
				Invoice Count 1 Total	31.93
		<b>Cheque 500585</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>621.21</b>
000272	RONA HODGINS	107460/1	02/02/2017	ROADS- SHOVELS, DUST PAI	109.36
000272	RONA HODGINS	107354/1	02/02/2017	ROADS- LAG BOLTS, IMPACT	425.47
000272	RONA HODGINS	107307/1	02/02/2017	ROADS- FOAM, NUT DRIVER	32.21
000272	RONA HODGINS	107811/1	02/02/2017	COMPLEX- SWITCHES, SALT	62.44
000272	RONA HODGINS	107826/1	02/02/2017	CREDIT- COMPLEX- SWITCHI	-8.27
				Invoice Count 5 Total	621.21
		<b>Cheque 500586</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>36.73</b>
004330	SEPOY WIRING	9996	02/02/2017	ROADS- WINGHAM SHED LIC	36.73
				Invoice Count 1 Total	36.73
		<b>Cheque 500587</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>575.86</b>
002155	SMYTH WELDING & MACHINE SHOP	34429	02/02/2017	ROADS- REPAIR 11-22 T60 P1	437.91
002155	SMYTH WELDING & MACHINE SHOP	34452	02/02/2017	ROADS- FRONT BLOWER REI	137.95
				Invoice Count 2 Total	575.86
		<b>Cheque 500588</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>268.17</b>
002814	STRONGCO LIMITED PARTNERSHIP	90343406	02/02/2017	ROADS- WEAR PLATES, SLID	268.17
				Invoice Count 1 Total	268.17
		<b>Cheque 500589</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>912.09</b>
004260	TREVOR SEIP	2-1-2017	02/02/2017	COUNCIL- ROMA CONVENTIC	912.09
				Invoice Count 1 Total	912.09
		<b>Cheque 500590</b>	<b>Date 02/07/2017</b>	<b>Amount</b>	<b>341.06</b>
002667	WEST COAST DISTRIBUTING	10001665	02/02/2017	CONC W- SUPPLIES	23.15

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/25/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002667 WEST COAST DISTRIBUTING	10001663	02/02/2017	CONC W- SUPPLIES	317.91
			Invoice Count 2 Total	341.06
<b>Cheque 500591 Date 02/07/2017 Amount 18.90</b>				
004170 YOLANDA RITSEMA-TEENINGA	1-31-2017	01/30/2017	JANUARY MILEAGE COUNCIL	18.90
			Invoice Count 1 Total	18.90
				Report Total 104,830.05

# Accounts Payable

Paid Invoice History By Cheque Report - SEWER PRE-AUTHORIZED PAYMENTS

Cheque Date 01/21/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 900035 Date 01/25/2017 Amount 1,480.23</b>				
000687 WESTARIO POWER INC.	2103528899	01/25/2017	SEWER - JOSEPHINE ST. DE	1,480.23
			Invoice Count 1 Total	1,480.23
			Report Total	1,480.23



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Kathy Adams, Clerk  
**DATE:** 06/02/2017  
**SUBJECT:** Clerk's Department Update  
**ATTACHMENTS:** None

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the February 6, 2017 report of the Clerk's Department activities for information purposes.

## **EXECUTIVE SUMMARY**

The Clerk provides periodic updates to Council on the activities of the Clerk's Department.

## **DISCUSSION**

### **1. Administration**

Committee consisting of Sharon, Kathy, Richard and Jared (HR co-op student) meeting bi-weekly to review updates to Human Resources and Health & Safety Policies.  
Preparation of agenda and minutes in eSCRIBE for meetings and posting on website.  
Preparation, approval and circulation of planning applications.  
Yearend processing of payroll and benefits.

### **2. Information Technology**

Deployed primary backup server, configured selection list and retention schedule.  
Working with Recreation staff to compile information and complete initial configuration template for Legend Recreation Software.  
Various day to day tasks (website updates, fix printer problems, install updates).

### **3. Health & Safety**

Worked with Human Resources student to prepare documentation for PSHSA review.  
Conducted monthly Health and Safety inspections.

### **4. Child Care Services**

#### **General**

The County of Huron Provided funding to complete replacing floor tiles in the Child Care Centre. The work was completed over the Christmas shutdown. Thank you to the facility staff as the building looked awesome upon return from Christmas shutdown.

We were awarded the contract to continue with Maitland River Elementary School. The contract is for five years with possibility of extension for two years after.

Day Care

We have filled the programs at the main Centre and will be moving a group of eight preschoolers up to Early Learning in March to accommodate the influx of infants. In February and March we are starting 10 new infants.

We were under outbreak status on January 26 with a stomach bug. The Health Unit was contacted and extra sanitizing and removal of sensory and water play occurred.

Early Learning Site

This site will move to a group of 16 children starting the first full week in March.

Before and After Maitland River

We have implemented a Program Assistant for three hours a day at this site. It is funded through the Growing Together Program. This has helped with some of the behavior issues.

Before and After Sacred Heart

We have a steady group of 13 in this program which allows one staff before and after.

Early Years

Staff will be offering a Parenting Program called Alphabet Fun in the next few weeks. We opened an outreach in Auburn which has so far has been very popular.

**FINANCIAL IMPACT**

None of the items in this report have a direct financial impact on the budget.

**FUTURE CONSIDERATIONS**

No items for future consideration.

**RELATIONSHIP TO STRATEGIC PLAN**

The Clerk's Department is fiscally responsible and strives for operational excellence.



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Kathy Adams, Director of Corporate Services/Clerk



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Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** 06/02/2017  
**SUBJECT:** Department Update Report 02-06-2017  
**ATTACHMENTS:** Family Day Poster, and 3 for Free Postcard

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receive the Activity Report of the Director of Recreation and Facilities, dated February 6, 2017, for information purposes.

## **EXECUTIVE SUMMARY**

The Director of Recreation and Facilities provides a monthly report of department activities and ongoing projects to keep Council informed.

## **DISCUSSION**

### **Blyth Memorial Community Hall Renovation Project**

There is an additional report regarding this project in the Reports section of the agenda. That report is regarding additional funding available for the project.

The time line for the project is on schedule. The contractor is on schedule to achieve Substantial Completion on March 31, 2017. This date is critical for all expenses to be submitted to the Province for payment on the project. The facility will be turned over to 14/19 Inc., as per the lease agreement on May 20, 2017. Between March 31, 2017 and May 20, 2017 tasks such as moving items back into the facility, and building fit ups that are not part of the construction project, will be completed.

The Memorial Hall Renovation Committee is meeting bi-weekly to support project decisions so that the project is completed on time.

### **Family Day**

The department is hosting the annual Family-Fun-Apalooza-Winter-Lug-Athon on February 19 and 20 as part of the Family Day long weekend. Events take place in Belgrave, Blyth and Wingham, and most are free with a donation to the North Huron Community Food Share. The flyer is attached to this report with the event details.

### **Water Filling Stations**

The Huron County Health Kids Community Challenge, administered by the Health Unit has requested applications from Huron County groups to install water bottle filling stations in Huron County. The program contributes up to \$2,000 per station. Funding is limited, but the Township of North Huron is hopeful that the application to install one at the Blyth and District Community Centre, and the Wingham Splash Park will be approved.

Legend Recreation Software

Staff have held meetings with the Legend team, and are working on building the new web site and on-line services.

Wingham Town Hall

The RFP for the HVAC repairs will be distributed in early February, with the goal to have a report to Council to award the project at the March 6, 2017 Council meeting.

The west facing Cadet door was replaced as on-going maintenance of the building exterior.

North Huron Children’s Centre

The floor replacement program was completed over the Christmas Break at the Children’s Centre.

Marketing

The department is actively marketing programs and membership:

Three for Free

This is a promotion running until February 28, 2017. Non-members are invited to come try the North Huron Westcast Community Complex and enjoy one visit to each of the membership areas: aquatic centre, fitness centre, and courts. Post cards were mailed to 4,755 residents in the NHWCC catchment area to promote the program. A copy of the card is attached to this report.

12 for \$12 Promotion

This pass was sold in December and is a pass for swimming or court time on Saturdays during January-March 2017. Only \$1 per visit. To date the department has sold 26 passes.

Aquatic and Fitness Personal Training

A special offer of \$30 for a one hour Personal Training session is being offered until February 28, 2017. This was promoted on the Three for Free post cards.

Radio Promotion

January radio ads, advertising getting active in 2017 and membership deals were on all three radio stations from Jan 8 - 16.

NHWCC Membership Statistics Snapshot

<b>Membership Statistics</b>				
Current Members @ Month End January				
	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
<b>Fitness/Squash</b>	198	202	203	180
<b>Aquafit/Swim</b>	189	174	174	155
<b>Complete</b>	337	311	279	278
<b>Total</b>	<b>724</b>	<b>687</b>	<b>656</b>	<b>613</b>

## Department Events/Activities

### Past Event/Activity Results

Over the Xmas break, the department had a number of initiative and programs on the go to promote active living over the break:

- Free sponsored swims were enjoyed by a total of 550 swimmers.
- 134 guests attended the Blyth Lion's Christmas Dinner/Dance on December 10<sup>th</sup> at the Blyth Community Centre.
- Xmas Break Day Camp was plagued with poor weather and power outages over the 4 days, but 32 participants were able to come on the two days it ran (Tues and Fri). Refunds were given on the cancellation days.
- Home for the Holidays \$20 Membership - 83 special memberships sold.
- Free Court Usage over Xmas Holiday School Break - 91 hours of court usage

### Upcoming Events

On February 8, the Aquatic Centre is hosting the Ontario Skills Cardboard boat races for grades 7 and 8 students. 132 students will be attending, building their boats in the morning at the Knights of Columbus Hall, and racing their boats in the pool between 12:30-3:00pm.

### FINANCIAL IMPACT

None

### FUTURE CONSIDERATIONS

Next Department Update Report is scheduled for March 6, 2017

### RELATIONSHIP TO STRATEGIC PLAN

Our community is Healthy and Safe.

Our community is attractive and welcoming to new businesses and residents.

Our administration is fiscally responsible and strives for operational excellence.



---

Pat Newson,  
Director of Recreation and Facilities



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Sharon Chambers, CAO

# FAMILY-FUN- APALOOZA-WINTER- LUGE-ATHON! 2017



## Sunday February 19th

### **BELGRAVE** Belgrave Community Centre

- 8:00am - 11:00am Belgrave Kinsmen Breakfast  
*Cash donation*
- 12:00pm - 5:00pm Snow Volleyball Tournament
- 1:00pm - 3:00pm Old Fashioned Sleigh Ride
- 1:00pm - 3:00pm Drew Riley Balloon Twister
- 2:00pm - 4:00pm Family Public Skate

### **BLYTH** Blyth & District Community Centre

- 1:00pm - 3:00pm Family Public Skate

### **WINGHAM** North Huron Westcast Community Complex

- 1:00-3:00pm Family Public Skate
- 1:00-3:00pm Family Public Swim

## Monday February 20th Family Day

### **BLYTH** Blyth & District Community Centre

- 8:00am-11:00am Community Breakfast - Blyth BIA  
*Adults \$5.00, 10 & under \$2.00*
- 10:00am-12:00pm Family Public Skate
- 10:00am-12:00pm Face Painting *by Jennifer Black*

### **WINGHAM** North Huron Westcast Community Complex

- 12:30pm-2:30pm Family Public Skate
- 1:00pm-3:00pm Family Games
- 2:30pm-3:30pm Family Shinny Hockey  
*(helmets and gloves required)*
- 1:00pm-3:00pm Face Painting  
*featuring "Snippety the Clown"*
- 1:00pm-3:00pm Family Swim
- 12:30pm-4:00pm Fitness Centre *(open to members only)*

*\*\*Helmets are recommended for all ice activities.\*\**

Admission to all activities is a donation to the  
North Huron Community Food Share. *(Unless otherwise stated)*

**For information call (519) 357-1208  
or visit northhuron.ca**



THANK YOU TO OUR SPONSORS





# Great Things Happen...

Where everyone belongs, friendships are formed, families get active together, challenges are overcome and people reach their full potential. Ordinary people do extraordinary things every day!

Come to NHWCC and join us!

Try three visits for free.



# Three for FREE!



Come try each area once for free: **Courts** (Basketball, Boxing, Squash and Wallyball).

**Pool** (AquaFit, Public Swim and Adult & Senior Swim).

**Fitness** (Gym use and Group Fitness classes, excludes specialty classes)

Use your three free passes before Feb 28/17

**NHWCC**  
**North Huron Westcast Community Complex**  
519.357.1208    99 Kerr Drive, Wingham    [www.northhuron.ca](http://www.northhuron.ca)

Aquatic and Fitness  
Personal Training @ NHWCC

Special offer \$30+tax/hour of PT





# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Jeff Molenhuis  
**DATE:** 06/02/2017  
**SUBJECT:** Public Works January Activity Report  
**ATTACHMENTS:** NONE

### RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report Public Works November Activity Report for information.

### EXECUTIVE SUMMARY

The Public Works department provides updates to Council on activities within the department.

### DISCUSSION

Administration	<ul style="list-style-type: none"> <li>• North Huron Public Works Structure – posting for Operations Supervisor closed on Friday, February 3<sup>rd</sup>.</li> <li>• Continuing to work through a new budget structure that will provide PW with more details, proper allocations and ability to analyze.</li> <li>• Ongoing discussions with Huron Geomatics and Huron County are taking place regarding existing GIS support and assistance.</li> <li>• Ongoing review and preparation for the procurement of materials for 2017 are being finalized. A summary of the bids received will be presented to Council once received.</li> <li>• Periodically, the Township calls for quotations for various trade services that may be required throughout the year. The purpose of the Request for Quotation (RFQ) process is to ensure that the Township is obtaining a competitive price for these services. PW has been working with Recreation and Facilities to determine trade services normally used to prepare an RFQ for competitive bidding, which will also help administer paperwork up front (WSIB, insurance, health and safety). The RFQ's will be sent out in February with closing dates for the end of the month. A summary of the bids received and a preferred calling order will be presented to Council in March. The contracts are for a two-year term beginning April 1<sup>st</sup>, 2017 to the end of March 2019. At that time contractors would be subject to an extension determined by the Township of North Huron pending rate negotiations.</li> <li>• Update to rates and fees, mostly notably with respect to landfill</li> </ul>
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	<p>operations with an increase of \$10/tonne for tipping fees to support cost-recovery of solid waste services.</p>
Development	<ul style="list-style-type: none"> <li>• Met with prospective developers/builders to discuss approval requirements for entrance permits, available servicing in potential development areas and compliance requirements of agreements.</li> <li>• Processed two security release requests for development projects.</li> <li>• Site Plan discussions, preliminary/pre-application and detailed review</li> </ul>
Capital	<ul style="list-style-type: none"> <li>• Howson Dam EA – On-going project work with GSS and NRSI to formalize the Information Gathering Form submission to the Ministry re: SAR species. Further investigation of LRIA permit process in context to Dam Safety Analysis</li> <li>• CWWF application coordination with the Ministry. Further information requested in relation to proposed projects.</li> <li>• Westmoreland/Mill Street, Blyth – Working on easement acquisition for watermain component on private property. Project is proposed for consideration in 2017 budget.</li> <li>• Road Needs Study and Bridge Inspections – A report will be brought forward in March to summarize these studies for council. Some elements of the report will be incorporated into 2017 capital plan, as well as Asset Management practices for condition assessments and life-cycle replacements for long term capital planning.</li> </ul>
Roads	<ul style="list-style-type: none"> <li>• On-going Winter Control event response. To date, two major storm events (December). Steady, consistent response to events in January.</li> <li>• Signs – Consultant has submitted a report for the NH sign inventory and retro-reflectivity testing that was completed this fall. The report will be incorporated into Asset Management practices for condition assessments and life-cycle replacement/regulatory compliance.</li> </ul>
Water/Wastewater	<ul style="list-style-type: none"> <li>• Beginning review of water/wastewater bylaw information</li> <li>• Working with Veolia on monthly reporting template for inclusion with activity reports</li> <li>• Reviewing year-end performance of Operations contract</li> </ul>
Landfill/Solid Waste	<ul style="list-style-type: none"> <li>• Survey responses are due today – February 6<sup>th</sup>. Anticipate issuing the RFP the first week of February.</li> </ul>
Cemetery	<ul style="list-style-type: none"> <li>• Nothing to report at this time.</li> </ul>
Drainage	<ul style="list-style-type: none"> <li>• Nothing to report at this time.</li> </ul>
Equipment and Vehicles	<ul style="list-style-type: none"> <li>• On-going winter equipment and vehicle maintenance.</li> <li>• Review of existing fleet and considering capital purchases for 2017</li> <li>• Will be working with Finance to draft a program for equipment rental</li> </ul>

	charges that considers cost to operate and builds in asset management reserves for equipment • A fleet analysis will be needed in 2017.
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**FINANCIAL IMPACT**

No immediate financial impact at this time.

**FUTURE CONSIDERATIONS**

No future considerations at this time.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal 3 the Township is healthy and safe. Goal 4 the administration is fiscally responsible and strives for operational excellence.



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Jeff Molenhuis, Director of Public Works



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Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers, CAO  
**DATE:** 06/02/2017  
**SUBJECT:** Administration Activities – January 2017  
**ATTACHMENTS:** none

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the January 2017 Administration Activities report of the CAO for information.

## **EXECUTIVE SUMMARY**

The CAO provides periodic updates to Council on activities within the Administration Department and the overall operation of the Township.

## **DISCUSSION**

1. Planning and Economic Development:
  - a. Arranging a meeting between Westcast representatives, CAO and County Economic Development Officer Andrew Kemp in February.
  - b. Attended a meeting regarding the development at the corner of County Road 4 and 86.
  - c. Met with Economic Development Officer regarding the Economic Development Budget
  - d. Attended an information session at the Blyth school regarding the Canadian Centre for Rural Creativity.
2. Human Resources
  - a. Participating in bi-weekly meetings of the Human Resources Working Group for HR Policy Review.
  - b. Participating in bi-weekly Human Resources Policy Review at Senior Management Team meetings.
  - c. Issued RFQ for assistance with Fire Chief hiring process. Deadline has been extended due to lack of response. Understood that time is of the essence. If a response is received by Monday, February 6<sup>th</sup>, CAO will request an amendment to the agenda to include a report on the RFQ results.
  - d. Attended interviews for Operations Supervisor position
3. General Administration
  - a. Attended the ROMA conference in Toronto from January 28<sup>th</sup> to 31<sup>st</sup>. Attended a delegation with the Minister of Tourism, Culture and Sport regarding obtaining funding for a countywide recreation study. The purpose of the study is to obtain information about recreation facilities, programs and their usage. Condition assessment may be included in the terms of reference. CAO's will be consulted for input into the RFP terms of reference if funding is made available for the study.
4. Projects
  - a. OPP Costing – Met with Sergeant Kevin Hummell regarding the next steps in the OPP costing process. The costings in the first grouping took longer than expected. It is anticipated that the proposal could be ready in May, at the earliest. Sergeant Hummell

is retiring and he will be notifying North Huron soon as to who will be taking over the file.

- b. Shared Services – A media release was issued on February 2<sup>nd</sup> to announce that the Public Works portion of the shared services project will be dissolved as of February 17<sup>th</sup>. The CAO and Director of Finance are working on a financial analysis of the project, as the first invoicing was only received in December for public works and January for the Building Department. A detailed progress report will be presented when available.
- c. Administration Review – In light of the decision not to proceed with an Administration merger with Morris Turnberry, the CAO will be refocusing efforts internally on an administration and finance department review to improve efficiency, ensure that key tasks are being covered off to meet legislative requirements, and to build into job descriptions for business continuity and succession planning purposes.

**FINANCIAL IMPACT**

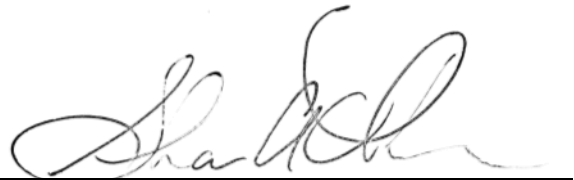
N/A

**FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

Our residents are engaged and well informed

A handwritten signature in black ink, appearing to read 'Sharon Chambers', written over a horizontal line.

Sharon Chambers, CAO



**CORRESPONDENCE**  
**Council Meeting February 6, 2017**

DATE	FROM	REGARDING	ACTION	FILE
Jan-16	Big Brothers Big Sisters	Bowl For Kids Sake Fundraising Event March 2017		
Jan-26	AMO	Upcoming Events and Training		
Jan-26	AMO	AMO WatchFile - January 26, 2017		
Jan-30	AMO Policy Update	Premier Announces Increase to Ontario Gas Tax Fund for Transit		
Jan-31	Canadian Postmasters & Assistants	Canada Post		
Feb-02	AMO	AMO WatchFile - February 2, 2017		
Feb-02	David Hemingway	Drennan's challenge Green Energy Act, 2009		





## 2017 County of Huron Council and Committee Schedule

Board of Health	Committee of the Whole Day 1	Committee of the Whole Day 2	Library Board	Committee Minutes are adopted or amended at County Council.	County Council Session
9:00 a.m.	9:00 a.m. <small>(Planning, Cultural Services &amp; Corporate)</small>	9:00 a.m. <small>(Social &amp; Property Services, Homes, Public Works, ES &amp; Corporate)</small>	9:00 a.m.		9:00 a.m.
Chair: T. Hessel Vice: M. Cole	Chair: B. MacLellan Vice: A. Versteeg	Chair: D. Frayne Vice: B. Van Diepenbeek	Chair: J. Fergusson Vice: M. Deichert		
Periodically Committee of the Whole may go into a special session of County Council. Special meetings of committees can occur at the call of the Chair, CAO, County Clerk and Warden. For example, when approving tenders or in emergency situations such as roof repairs etc., a special meeting may be called. Recommendations are then approved/endorsed by a special session of County Council.					<b>Inaugural Nov. 23, 2016</b> 1 p.m. <b>Election of Warden</b>
December 8/16	December 7 /16	December 14/16	December 15/16 <i>[Thursday]</i>	<b>Committee Minutes are adopted or amended at County Council.</b>	January 4
January 5	January 11	January 18	January 25		February 8
February 9	February 15	February 22	February 23 <i>[Thursday]</i>		March 8
March 9	March 15	March 22	March 29		April 5 <i>[Invited Dignitaries may attend]</i>
April 6	April 12	April 19	April 26		May 10
May 11	May 17	May 24	May 31		June 7
June 8	June 14	June 21	June 28		July 5 <i>[Council Photo]</i>
<b>July No Board</b>	<b>July No Committee</b>	<b>July No Committee</b>	<b>July No Board</b>		<b>August – No Council</b>
August 3	August 2	August 9	August 23		September 6
September 7	September 13	September 27	September 28 <i>[Thursday]</i>		October 4
October 5	October 11	October 18	October 25		November 1
November 2	November 8	November 15	November 22		December 6, 2017
<b>2018 Calendar</b>					
December 7/17	December 13/17	December 20/17	December 21/17 <i>[Thursday]</i>		January 3/18

**Huron County Accessibility Advisory Committee (Chair: Dave Frayne; Vice Chair: Debbie Kerley)**

**9:30 a.m.: January 9, March 20, June 5, September 11, November 6, 2017.**



**THE PLANNING ACT  
NOTICE OF DECISION  
OF AN OFFICIAL PLAN AMENDMENT  
BY THE CORPORATION OF THE  
COUNTY OF HURON**

**RECEIVED  
JAN 27 2017  
TOWNSHIP OF NORTH HURON**

**TAKE NOTICE** that the County of Huron made a decision to approve Official Plan Amendment 11 to the Township of North Huron Official Plan on January 18th, 2017 under Section 17 of the Planning Act. The approval authority for undisputed local official plan amendments has been delegated to the Director of Planning and Development by County Council under By-law 55-2014.

**WHEN AND HOW TO FILE AN APPEAL**

Any appeal to the Ontario Municipal Board must be filed with the Clerk of the County of Huron not later than 4:30 p.m. on February 13th, 2017.

The appeal should be sent to the attention of the County Clerk, at the address shown below and it must:

- 1) set out the specific part of the proposed official plan amendment to which the appeal applies,
- 2) set out the reasons for the appeal, and
- 3) be accompanied by the fee prescribed under the Ontario Municipal Board Act in the amount of \$300.00 payable by certified cheque to the Minister of Finance, Province of Ontario.

**WHO CAN FILE AN APPEAL**

Only individuals, corporations or public bodies may appeal a decision of the approval authority to the Ontario Municipal Board. A notice of appeal may not be filed by an unincorporated association or group. However, an appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

No person or public body shall be added as a party to the hearing of the appeal unless, before the plan was adopted, the person or public body made oral submissions at a public meeting or written submissions to the council or, in the opinion of the Ontario Municipal Board, there are reasonable grounds to add the person or public body as a party.

**WHEN THE DECISION IS FINAL**

The decision of the County of Huron is final on the day after the appeal period ends if a notice of appeal is not received on or before the last date for appeal noted above.

**ADDITIONAL INFORMATION**

Additional information about the application and the decision is available for public inspection between 8:30 a.m. and 4:30 p.m. at the County of Huron Planning and Development Department, 57 Napier St., Goderich ON N7A 1W2 or from the local Municipal Clerk's office.

**DATED AT THE TOWN OF GODERICH THIS 24<sup>th</sup> DAY OF JANUARY, 2017.**

Susan Cronin, County Clerk  
1 Court House Square  
Goderich ON N7A 1M2  
519-524-8394

**Purpose and Effect:**

The purpose of Official Plan Amendment 11 is to change the land use designation on the property described as 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East) from Community Facility to Residential to permit the development of future residential dwellings. The entire property is subject to the Official Plan Amendment and the property is 0.08 ha (0.2 acres) in area and currently vacant.

A related Zoning By-law amendment has been passed by the Township of North Huron Council and would come into effect and force with this amendment.

**Effect of Written and Oral Submissions**

No public comments were received on this application so there was no effect on the decision. Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.

CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 03-2017


A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
TO AMEND AN OFFICIAL PLAN.

The Council of the Township of North Huron, in accordance with the provisions of the Planning Act, R.S.O. 1990, hereby enacts as follows:

1. Amendment No.11 to the Official Plan of the Township of North Huron constituting of the mapping changes of the attached Schedule 'B' Ward of Wingham, is hereby adopted.
2. The Clerk is hereby authorized and directed to give Notice of Adoption of Amendment No. 11 and to make application to the Corporation of the County of Huron for the approval of Amendment No. 11 to the Official Plan of the Township of North Huron.
3. This By-law shall come into force and take effect on the day of final passing thereof.

Read a first time 9<sup>th</sup> day of January, 2017  
Read a second time 9<sup>th</sup> day of January, 2017  
Read a third time 9<sup>th</sup> day of January, 2017

  
\_\_\_\_\_  
Reeve, Neil Vincent

  
\_\_\_\_\_  
Clerk, Kathy Adams

## CONSTITUTIONAL STATEMENT

### PART 'A'

Part 'A' is the preamble to Amendment No.11 to the Official Plan for the Township of North Huron, and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

### PART 'B'

Part 'B' consisting of the following maps (Schedule 'B') constitutes Amendment No.11 to the Official Plan for the Township of North Huron. Part 'B' contains the land use designation changes.

### PART 'C'

Part 'C' is the appendix and does not constitute part of this amendment. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

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### PART 'A' PREAMBLE

#### AMENDMENT NO.11 TO THE OFFICIAL PLAN FOR THE TOWNSHIP OF NORTH HURON

#### 1. PURPOSE

The purpose of the Official Plan Amendment is to: change the designation on the subject property from Community Facility to Residential to permit the development of future residential dwellings.

The entire property is subject to the Official Plan Amendment

#### 2. LOCATION

The amendment applies to Plan 414 Part Lots 6 & 6 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East).

#### 3. BASIS

This is a municipally initiated amendment to change a land use designation in the Plan. The amendment will change the land use designation on the property of 13 John Street East from Community Facility to Residential. This change will permit future residential development on the subject lands. There is a corresponding Zoning By-law Amendment to implement the proposed land use change.

I, Kathy Adams, Clerk of the Corporation of the Township of North Huron in the County of Huron, do hereby certify that the above document is a true copy of the original which has not been altered in any way.

DATED this 10th day of January, 2017

  
\_\_\_\_\_  
Kathy Adams

**PART 'B'**

**AMENDMENT NO. 11  
TO THE OFFICIAL PLAN  
FOR THE TOWNSHIP OF NORTH HURON**

**1. INTRODUCTION**

All of this part of the document entitled Part 'B' consisting of the following attached map, being Schedule 'B', constitute Amendment No. 11 to the North Huron Official Plan.

**2. DETAILS OF THE AMENDMENT**

2.1 Schedule B, Land Use Plan, Wingham Ward, Township of North Huron Official Plan, is hereby amended by:

- a) Changing the land use designation from 'Community Facility' to 'Residential' on Plan 414 Part Lots 6 & 6 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East), as indicated on the attached Schedule 'B'.

**PART 'C'**

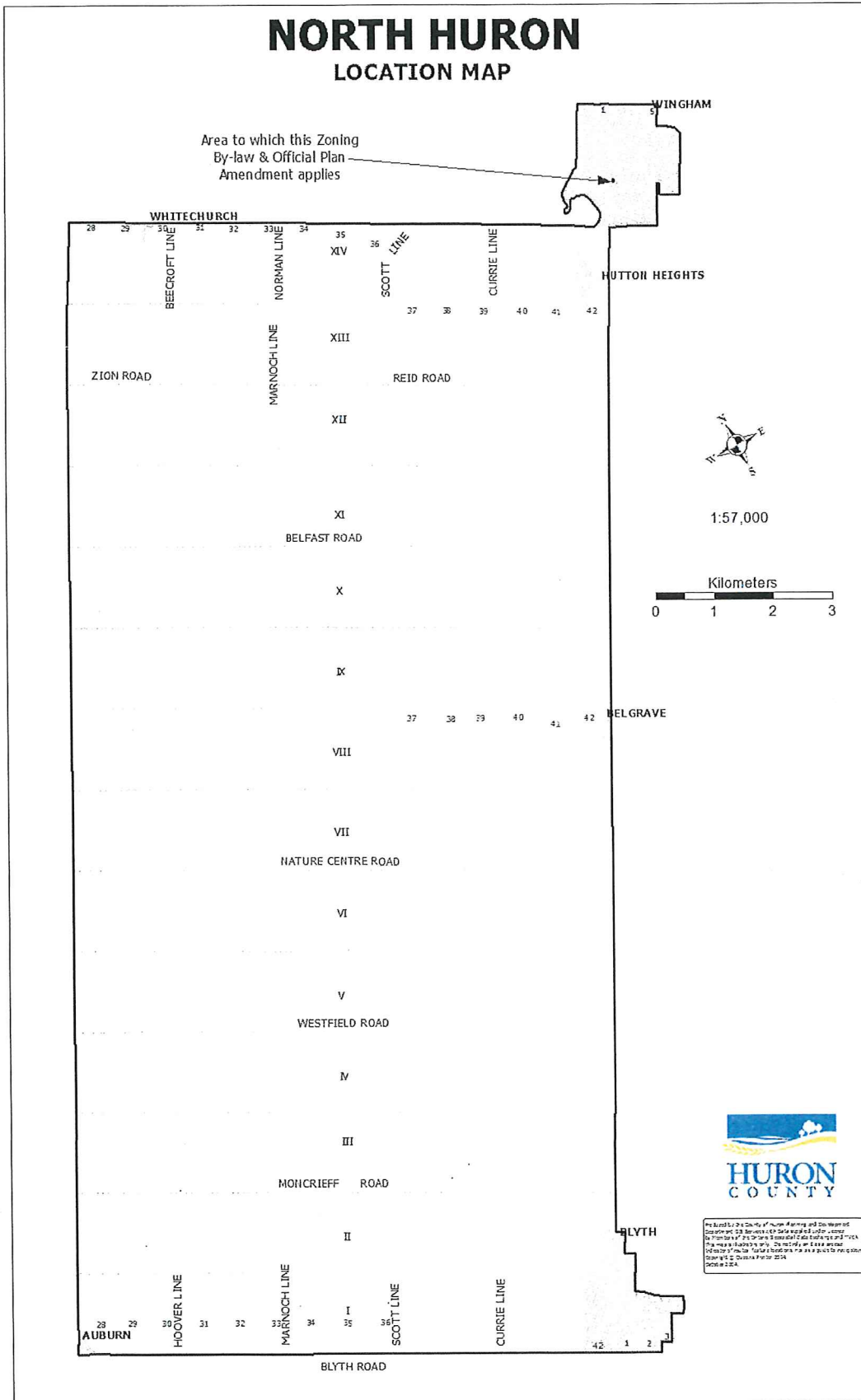
**APPENDICES**

The appendices do not form part of the amendment but are for information purposes only.

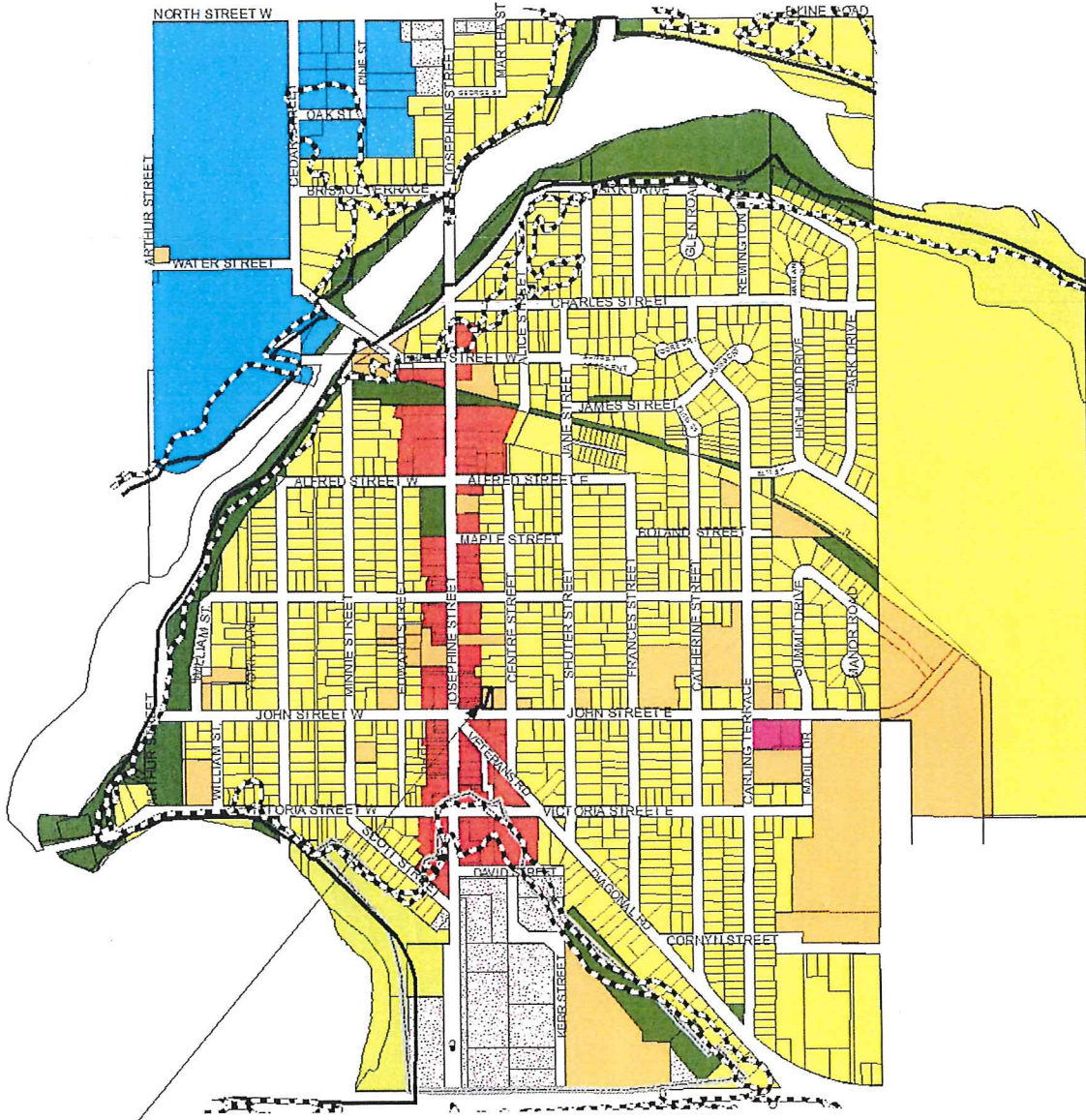
**Background**

The purpose of the Official Plan Amendment is to amend the Township of North Huron Official Plan to change the designation on the subject property from Community Facility to Residential to permit the development of future residential dwellings. This is an amendment under Sections 17 and 21 of the Planning Act and not a Five Year Review under Section 26 of the Planning Act.

**SCHEDULE 'B'  
AMENDMENT NO. 11  
TO THE OFFICIAL PLAN  
FOR THE TOWNSHIP OF NORTH HURON**



# SCHEDULE "B" LAND USE PLAN WARD OF WINGHAM TOWNSHIP OF NORTH HURON OFFICIAL PLAN OPA # 11

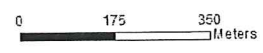


DESIGNATION CHANGE FROM COMMUNITY FACILITY TO RESIDENTIAL

Schedule B has been amended by:  
OPA #9  
OPA #10

### Legend

- |                           |                     |
|---------------------------|---------------------|
| Industrial                | FLOOD FRINGE        |
| Highway Commercial        | FLOODWAY            |
| Core Commercial           | SPECIAL POLICY AREA |
| Residential               |                     |
| Parks & Open Space        |                     |
| Natural Environment       |                     |
| Community Facility        |                     |
| Radio and T.V. Commercial |                     |



Produced by the County of Huron Planning and Development Department GIS Services with data supplied by the Land Use Services of the Ontario Department of Infrastructure, Energy and Transportation. This map is for reference only. Do not rely on it as a legal document. For more information, see the public consultation process. Copyright © Queen's Printer 2014. 10/14



**Patrick Brown, MPP**

Simcoe North  
Leader of the Official Opposition

**Midland Office:**

482 Elizabeth Street  
Midland, Ontario L4R 1Z8  
Tel: 705-526-8671  
Fax: 705-526-8600  
patrick.brownco@pc.ola.org

**Orillia Office:**

210 Memorial Ave, Unit 108  
Orillia, Ontario L3V 7V1  
Tel: 705-326-3246  
Fax: 705-326-9579  
patrick.brownco@pc.ola.org

**Queen's Park:**

Room 381, Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A8  
Tel: 416-325-0445  
Fax: 416-325-0491  
patrick.brown@pc.ola.org

February 1, 2017

Dear Head of Council,

Following my speech to the Rural Ontario Municipalities Association (ROMA), I would like to take the opportunity to reiterate the Ontario PC Caucus' unequivocal support for natural gas expansion in Ontario.

While I was encouraged by the Liberal Government's announcement of natural gas expansion at the ROMA conference, I remain concerned that they have no real intention on following through with this announcement.

The Liberal Government first announced \$230 million in investments for natural gas expansion in 2014, and we still haven't seen a single cent of that money spent. Meanwhile, the government's announcement at this week's conference amounts to a cut of \$130 million from the original promised investment.

What's more, I question the government's commitment to the future of natural gas in Ontario. Last May, The Globe and Mail reported on a leaked copy of the *Climate Change Action Plan* that was debated within cabinet. The document detailed a plan to phase out the use of natural gas for home heating in a little more than a decade.

While the Liberal Government immediately denied that they had any plan to phase out natural gas once the document was made public, comments made by the Minister of Environment and Climate Change Glen Murray suggest otherwise. On May 12, 2016, Glen Murray was quoted as saying in the Legislature "home heating in the future is going to have to come from sources other than natural gas."

The time for action and investment in natural gas infrastructure is now. Ontario has already missed out on business investment opportunities because of a lack of natural gas infrastructure.

An Ontario PC government would make investing in natural gas infrastructure an immediate priority. We would not let rural municipalities continue to be burdened by increasingly expensive electricity prices when more affordable and reliable options are available.



**Patrick Brown, MPP**

Simcoe North  
Leader of the Official Opposition

**Midland Office:**

482 Elizabeth Street  
Midland, Ontario L4R 1Z8  
Tel: 705-526-8671  
Fax: 705-526-8600  
patrick.brownco@pc.ola.org

**Orillia Office:**

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Fax: 705-326-9579  
patrick.brownco@pc.ola.org

**Queen's Park:**

Room 381, Legislative Building  
Queen's Park  
Toronto, Ontario M7A 1A8  
Tel: 416-325-0445  
Fax: 416-325-0491  
patrick.brown@pc.ola.org

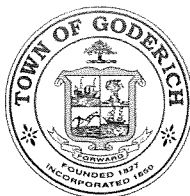
If you have any questions, suggestions, or concerns, I encourage you to reach out to the office of the Ontario PC Caucus' Municipal Affairs and Housing critic Ernie Hardeman at [ernie.hardeman@pc.ola.org](mailto:ernie.hardeman@pc.ola.org).

Sincerely,

A handwritten signature in blue ink, appearing to read "Patrick Brown".

Patrick Brown  
Leader of the Official Opposition  
MPP – Simcoe North

c. MPP Ernie Hardeman, Ontario PC Caucus' Critic for Municipal Affairs & Housing



Larry J. McCabe, B.A., A.M.C.T.  
Chief Administrative Officer  
(C.A.O.)

RECEIVED

JAN 25 2017

TOWNSHIP OF NORTH HURON

January 20, 2017

Infrastructure Ontario  
Board of Directors  
Attention: Linda D. Robinson, Interim Chair  
Suite 2000, 1 Dundas Street West  
Toronto, Ontario  
M5G 2L5

Dear Ms. Robinson,

RE: Huron County OPP Detachment Facility

This is to advise that we have received a resolution from Huron East pertaining to the location of the proposed new OPP Detachment Facility. Further to the resolution of Huron East, please find attached a copy of the resolutions expressing detailed concerns of the Town of Goderich that should be considered prior to any decision on the location of a new policing facility. We further note that one of the reasons Huron East supports the resolution is because they state Highway 21 is closed more than other highways. We believe this to be not necessarily true and a detailed analysis should be undertaken as to road closures over the past number of years by Infrastructure Ontario to verify their statement. We do however note that the last report from the OPP with regards to road closures indicated the following:

*As of 9:00 a.m. Huron County Ontario Provincial Police (OPP) has closed the following roadways:*

- ***Bluewater Veterans Highway (Highway 21) from Amberley to Bayfield***
- ***Huron Road (Highway 8) from Goderich to Dublin***
- ***London Road (Highway 4) from Exeter to Clinton***
- ***London Road (County 4) from Clinton to Wingham***
- ***Mill Road (County 3) from Bayfield to Brucefield***
- ***Blyth Road (County #25) from Bluewater Veteran's Highway to Perth County***
- ***Amberley Road (County 86) from Bluewater Veteran's Highway through to Molesworth***
- ***Harriston Road (County 87) from Bluevale to Harriston***

*Attempting to drive on these roadways is currently hazardous and should not be attempted. Do not jeopardize your safety by driving on these roadways. Motorists should also be aware that other roadways such as local municipal roadways may not be suitable for travel and motorists should exercise good judgement and avoid all unnecessary travel until the conditions improve.*

You will note from the above that even the possible proposed location somewhere around Highway 4 in Clinton area had major roads closed between Blyth, Clinton and London, Clinton Seaforth and Stratford.

Town Hall  
57 West Street  
Goderich, Ontario  
Canada N7A 2K5

Tel: 519-524-8344  
Fax: 519-524-7209  
lmccabe@goderich.ca  
www.goderich.ca

Respectfully submitted on behalf of Goderich Town Council,

Yours truly,



Larry J. McCabe  
Chief Administrative Officer

LJM/af

Cc; Kevin Flynn, Ministry of Community Safety and Correctional Services  
Matthew Torigian, Deputy Minister, Ministry of Community Safety and Correctional Services  
Lisa Thompson, MPP for Huron-Bruce  
Inspector Jason Younan, Huron OPP Detachment Commander  
All Huron County Lower Tier Municipalities  
County of Huron



## TOWN OF GODERICH

**DATE:** October 24, 2016

**MOVED BY:** Councillor Murdock

**SECONDED BY:** Councillor Bazinet

**Preamble:** The purpose of the following resolution is to recognize that the Provincial Government is working to improve community safety and better support modern policing operations by updating Ontario Provincial Police (OPP) facilities across the Province and that they may be considering a site farther away from the current location on Highway 21 and the Town of Goderich, based on a criteria that a site should be more centrally located in the County. The following resolution is to provide the Province with the concerns of the Town of Goderich in centralizing the facility yet supporting the construction of a new OPP Detachment facility. The Town of Goderich also requests to have input during the selection process and consideration of all of the Town of Goderich concerns in order to resolve the most appropriate location considering all factors contained in this resolution.

Whereas the Province of Ontario is working to improve community safety and better support modern policing operations by updating Ontario Provincial Police (OPP) facilities across the Province;

And Whereas the Ministry of Community Safety and Correctional Services has announced funding for nine new detachments to be constructed in Ontario, replacing buildings at the end of their useful lifespan;

And Whereas a new detachment will be constructed in Huron County;

And Whereas the Town of Goderich strongly supports the construction of a new OPP Detachment facility;

And Whereas Infrastructure Ontario will be responsible for identifying and preparing the site for the planned development and managing the facility design and construction process;

And Whereas the location of the Detachment has not been determined;

And Whereas the Town of Goderich Council suggest that locating such facility in the vicinity of the Huron County Courthouse in the Town of Goderich, in the largest urban

centre, best meets the program and service delivery needs of the OPP including Provincial Accessibility requirements;

And Whereas there are currently 277 acres of land owned by Infrastructure Ontario at the site of the former Bluewater Youth Centre, located in the vicinity of Goderich as well as available land within the Town of Goderich;

And Whereas the site of the former Bluewater Youth Centre has municipal water services provided by the Town of Goderich pursuant to an agreement;

And Whereas the Ontario Civilian Commission on Police Services rendered a decision approving permission to abolish the Goderich Police Service in 1997 and considered the current OPP facility as important in making that decision due to the proximity of the current OPP facility;

And Whereas the Ontario Civilian Commission ruled that use of the holding facilities at the current location of the Huron County OPP Detachment satisfied their requirements to allow the Town of Goderich to enter into an OPP contract in order to provide adequate and effective policing by the OPP and further that there currently exists an agreement for holding cell facilities at the current OPP Detachment located on Highway 21 between the Town of Goderich and the Province;

And Whereas the Ministry of the Attorney General conducts court proceedings in the Huron County Court House, Town of Goderich;

And Whereas the Town of Goderich has the only mental health facility in the County located at the Alexandra Marine and General Hospital, in Goderich which requires more and more OPP resources and presence;

And Whereas the OPP Marine Unit works closely and cooperatively with the existing Canadian Coast Guard located at the Goderich Harbour for marine rescue exercises and marine rescue;

And Whereas staff of Infrastructure Ontario have indicated “that a preferred location would be more geographically central in the County and generally more accessible” and although this may on the surface be supported, it does not consider the above concerns of the Town of Goderich and in addition, the following:

- Locating in the largest urban centre and all the amenities available must be a consideration
- Locating a new OPP Detachment in some counties in a central area may be more appropriate, however locating adjacent to possible non compatible uses and also surrounded by thousands of acres of agricultural properties away from the main urban area may not be appropriate
- Locating in a remote area may not meet the accessibility criteria established through various Ministries
- The Town of Goderich is located at the junction of two of the busiest provincial highways, being highway 8 and highway 21, within a minimum of 150 km (90

miles) from other major centres and provide direct access to the major 400 series highways and the United States border.

- Highway 8 is a major employment route to Goderich and Highway 21 is a major tourist highway serving communities from Lambton County to Grey County
- These highway provides a major route for employment and traffic of salt from the largest employer in the County which is Compass Minerals (Sifto Canada), the largest operating Salt Mine in the world
- These are major transportation routes for hazardous material and JIT (just in time) trucking for numerous commodities

And Whereas the Town of Goderich believes the original decision to locate the OPP Detachment on Highway 21 in the 1960s was for many of the same reasons stated above;

And Whereas a business case should be prepared which would contain the existing cost of operations concerning courts, mental health activities and transportation costs if a location farther away is proposed and compared to existing costs;

Now therefore that Council hereby authorize Town of Goderich staff to follow up with the appropriate Ministry(s) concerning the location for a new Huron County OPP Detachment, and that the Town of Goderich not only be informed of any proposed location(s), but be part of the process in determining such location, and that the necessary resources be acquired in order to facilitate Council's request and that the above be considered during this process by Infrastructure Ontario and that this resolution be forwarded as required to all concerned, as determined by staff.

CARRIED



# MUNICIPALITY OF HURON EAST

PO Box 610, 72 Main Street South, Seaforth Ontario N0K 1W0

Tel: 519-527-0160

Fax: 519-527-2561

888-868-7513

[www.huroneast.com](http://www.huroneast.com)

Brad Knight, BA, CAO/Clerk  
[bknight@huroneast.com](mailto:bknight@huroneast.com)

Paula Michiels, CPA, CGA, Treasurer-Finance Manager  
[pmichiels@huroneast.com](mailto:pmichiels@huroneast.com)

January 11<sup>th</sup>, 2017.

Infrastructure Ontario,  
Board of Directors,  
Suite 2000, 1 Dundas Street West,  
Toronto, Ontario.  
M5G 2L5

Attention: Linda D. Robinson, Interim Chair

Dear Ms. Robinson:

RECEIVED

JAN 13 2016

**RE: Huron County OPP Detachment Facility**

---

Council of the Municipality of Huron East passed the following resolution at their regular meeting on Tuesday, January 10<sup>th</sup>, 2017.

*It was duly moved and seconded:*

**THAT WHEREAS** the Province of Ontario is working to improve community safety and further support modern policing operations by updating the Ontario Provincial Police facilities across the province;

**AND WHEREAS** the Ministry of Community Safety and Correctional Services has announced funding for 9 detachments to be constructed in Ontario replacing buildings that are at the end of their lifespan;

**AND WHEREAS** a new detachment is listed for Huron County;

**AND WHEREAS** the current detachment location is located on Highway 21 that is one of the first to close during inclement winter weather;

**AND WHEREAS** the current detachment location is not geographically central within the County;

**AND WHEREAS** the Municipality of Huron East supports the construction of a new detachment within Huron County;

**AND WHEREAS** Infrastructure Ontario will be responsible for identifying and preparing site development in addition to the management of the design and supervision of the construction process;

**AND WHEREAS** the location of the Huron County detachment has not yet been determined;

**AND WHEREAS** the Council of the Municipality of Huron East strongly recommends a centralized location to serve and support all residents;

**AND WHEREAS** a centralized OPP Detachment location can best serve all 5 hospitals, 8 nursing homes/homes for the aged, which are all requiring additional police assistance more often than before;

**THEREFORE BE IT RESOLVED**, that Council of the Municipality of Huron East authorize staff to contact Infrastructure Ontario concerning the location of a new Huron County OPP Detachment, and that the above information be considered and that the Municipality of Huron East be informed of the proposed location and that this resolution be circulated to all lower tier Huron County Municipalities and Huron County Council and furthermore that a copy be sent to the following:

Infrastructure Ontario Board of Directors and Senior Management  
Kevin Flynn, Minister, Community Safety and Correctional Services  
Matthew Torigan, Deputy Minister, Community Safety and Correctional Services  
Lisa Thompson, MPP for Huron-Bruce  
Inspector Jason Younan, Huron OPP Detachment Commander

Any assistance you can provide in regards to this matter would be greatly appreciated.

Yours truly,



Brad Knight,  
CAO/Clerk.

BK:ja

c.c. Kevin Flynn, Minister, Ministry of Community Safety and Correctional Services  
Matthew Torigan, Deputy Minister, Ministry of Community Safety and Correctional Services  
Lisa Thompson, MPP for Huron-Bruce  
Inspector Jason Younan, Huron OPP Detachment Commander  
All Lower Tier Municipalities/County of Huron  
County of Huron

O/Resolution-Municipalities/IOPP Detachment Location



**UNITED WAY  
PERTH-HURON  
INVESTING IN COMMUNITY**





# MISSION

United Way Perth-Huron  
is the **catalyst**   
that mobilizes  
community partners,  
individuals &  
resources  
to address  
identified  
**community needs**

# WORKING TOGETHER



## Collective Impact

47 supported partners

300+ Workplaces

17 Municipalities

600 + Volunteers

# JOIN THE SOCIAL EQUATION





**YOU  
*can*  
make a  
difference**

**donations  
*stay in***



**YOUR  
Community**



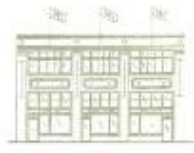
# Supported Partners Serving North Huron

Organization Name	Project Program Name
Big Brothers Big Sisters of North Huron	Traditional Match Program
CNIB	Early Intervention Services
Family Services Perth-Huron	Credit Counselling Program - Financial Fitness
Family Services Perth-Huron	Individual, Family & Seniors Counselling
Huron County Food Bank Distribution Centre	Neighbours Helping Neighbours
Huron County Health Unit	Poverty to Prosperity
Huron-Perth Centre for Children and Youth	Youth in Action Grant
Huron Safe Homes for Youth	Extended Care
Huron Women's Shelter	Emergency Shelter Support Services
John Howard Society of London and District	Institutional Visiting and Reintegration Support Program
ONE CARE Home and Community Support Services	EasyRide - ONE CARE Transportation
PF Solutions	Employment readiness & workforce training
Social Research and Planning Council	Social Research and Planning/Community Trends
Transportation Task Force	Community Conversation to Improve Local Transportation
YMCAs across Southwestern Ontario	Huron County Recreation, Arts & Sports Program
i Volunteer Perth-Huron	Virtual Volunteer Centre
Volunteerism Working Group	Community Conversation to Improve Local Volunteerism
connectyouthperthhuron.ca	Social Services Index Website for Youth
2-1-1	Social services Hotline & Online Database



**YOUR  
Community**





Big Brothers Big Sisters of North Huron



facile

United Centre



Big Brothers Big Sisters of Listowel & District



# Supported Partners



shelterlink

St. Marys Youth Centre



When you don't know where to turn.™



John Howard SOCIETY OF LONDON AND DISTRICT



thehealthline.ca



And other Huron & Perth projects such as Youth in Action Grants, etc.



# Recreation, Arts & Sports Program

Providing opportunities for children and youth across Huron County to participate in activities regardless of their financial circumstances.

For more information on eligibility call 1-844-819-8411 ext. 203.

To apply visit [ymcaswo.ca/huronyrasp](http://ymcaswo.ca/huronyrasp)



United Way



**When you don't know  
where to turn.™**



Perth-Huron

Powered by 

# MUNICIPAL PARTNER ASK:

- Respectfully requesting consideration of \$0.50/resident of North Huron
- Leadership - a message of vital importance & inspires local philanthropy
- Compliments individual and corporate asks
- Aligns with UWPH direction of municipal partnership & collaboration
- United way most broadly addresses community needs



**UNITED WAY PERTH-HURON**  
**THANKS**



**Consent Application Report – File # B58-2016**

Owner/Applicant: Ken and Jocelyn deBoer	Date: 1 February 2017
Property Address: 84916 Donnybrook Line	
Property Description: Part West Part Lot 28, Concession 8, East Wawanosh, Township of North Huron	

**Recommendation:** That provisional consent be:

- √ granted with conditions (attached)
- deferred (for OPA to address MDS issue)
- denied (referred to the Committee of the Whole, for a decision)

**Purpose:**

- enlarge abutting lot
- create new lot
- √ surplus farm dwelling
- right-of-way / easement
- other:

Area Severed: 1.87 ha (+/-) (4.62 acres)	Official Plan Designation: Natural Environment- Limited Protection	Zoning: NE2- Natural Environment Limited Protection
Area Retained: 37.38 ha (+/-) (92.37 acres)	Official Plan Designation: Agriculture & Natural Environment-Limited Protection	Zoning: AG1 – General Agriculture & NE2- Natural Environment Limited Protection

**Review:** This application:

- √ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
- √ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
- √ Conforms with section 51(24) of the Planning Act;
- √ Conforms with the Huron County Official Plan;
- √ Conforms with the North Huron Official Plan,
- √ Complies with the municipal Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
- NA Has been recommended for approval by the local municipality; and
- √ Has no unresolved objections/concerns raised (to date) from agencies or the public.

**(Applications that do not meet all of the foregoing criteria will be referred to the Committee of the Whole for a decision)**

**Agency/Public Comments:**

	Not Received or N/A	No Concerns	Comments/Conditions
Maitland Valley Conservation Authority	√		
Neighbours/Public			Letter of objection was received from Gerald Jefferson
Huron County Health Unit		√	"The severed lot has sufficient space for a class four septic system and contingency bed."

Figure 1. Proposed severed parcel outlined in red, proposed retained parcel outlined in green



Figure 2. Aerial photo of proposed severed parcel



**Consent Application Report – File # B58-2016**

**Additional Comments:**

The purpose of this application is to sever a surplus farm dwelling. The land to be severed is approximately 4.62 acres and contains an existing dwelling and two sheds. The land to be retained is approximately 92.37 acres of farmland and natural environment and will continue to be used for agricultural purposes.

*Comments Received*

A letter of objection to the proposed severance was received from Gerald Jefferson, stating concerns over the proposed severance. His concerns include that the house identified as surplus in the application is not surplus to the applicants, the deBoers, and he believes it is not the intent of the planning policies to sever the house and convey the lands to a farmer, but rather the farmer purchase the entire farm and sever the dwelling once it is surplus to their needs.

Comments received from the Huron County Public Works Department stated that they had no objection to the proposed severance and no additional entrances are permitted for the severed or retained lands.

*Provincial Policy Statement*

The *Provincial Policy Statement, 2014* (PPS) in Section 2.3.4.1 only permits lot creation in prime agricultural areas for agricultural uses, agriculture-related uses, a residence surplus to a farming operation, and infrastructure. The PPS requires that the remnant farmland from a surplus farm residence severance be prohibited from having a residence. This application is for a surplus dwelling severance and, provided a condition is attached to the approval prohibiting a new residence on the retained parcel, is consistent with the Provincial Policy Statement.

*Official Plan Policies*

The subject property is designated Agriculture and Natural Environment- Limited Protection in the North Huron Official Plan. The consent policies in Section 11.3.1 of the Township of North Huron Official Plan contain criteria to permit a surplus dwelling severance in an Agriculture designation. These policies are similar to those found in the Huron County Official Plan and are as follows:

<b>North Huron Surplus Dwelling Criteria</b>	<b>Compliance with Criteria</b>
<i>House is surplus to a farm operator</i>	The house is not surplus to the current landowners, the deBoers, but is surplus to the named purchaser of the retained farmlands, John and Renay Hardy, owners of a farming operation.
<i>House is at least 15 years old or replaces a house that was 15 years old.</i>	Yes, the building was built over 15 years ago.
<i>The residence is habitable and intended to be used as a residence.</i>	Yes, it is habitable and intended to be used as a residence.
<i>The area of farmland attached to the surplus house is kept to a minimum size needed for residential purposes, taking into consideration water and sewage services and environment and topographic features.</i>	Yes, severed area is minimal in area and is necessary to support the private services, existing driveway and topographic features.
<i>Minimum Distance Separation (MDS) formula requirements are met to the surplus house if barn(s) exist on the retained farmlands. MDS does not apply to existing barns on separately titled lots.</i>	There are no barns remaining on the retained farmlands.
<i>There has been no previous separation of land for residential purposes as it existed on June 28, 1973</i>	Yes, there have been no previous separations of land for <u>residential</u> purposes.
<i>The retained lands are a minimum of 19 hectares unless merged with an abutting farm property.</i>	Yes, The retained lands are approximately 37.38 hectares.

**Consent Application Report – File # B58-2016**

<i>Where residence is within 300m of an aggregate operation or deposit and assessment of potential impact may be required.</i>	Yes, the dwelling is not within 300m of an aggregate operation or deposit.
--	--

This application was evaluated against the surplus severance consent policies in Section 11 of the North Huron Official Plan and to address that the dwelling that is the subject of this application is not surplus to the needs of the applicants and current landowners, the deBoers, a recommended condition of this application is that the retained lands are conveyed and registered to John and Renay Hardy, to whom the dwelling would be surplus. This application conforms to the North Huron Official Plan and its consent policies for a surplus dwelling severance.

*Zoning By-Law Provisions*

The subject land is currently zoned General Agriculture (AG1) and Natural Environment- Limited Protection (NE2). The subject property will automatically be rezoned in accordance with the provisions of Section 3.38 of the North Huron Zoning By-Law. The proposed severed lands will be rezoned to AG4-9 Agricultural Small Holding Zone and the proposed retained lands zoned AG1 will be rezoned to AG2 Restricted Agriculture Zone.

This application is consistent with the North Huron Zoning By-law.

**Recommended Conditions**

**Expiry Period**

- √ Conditions imposed must be met within one year of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within one year, the application shall be deemed to be refused. Provided the conditions are fulfilled within one year, the application is valid for two years from the date of decision.

**Municipal Requirements**

- √ All municipal requirements be met to the satisfaction of the Township including servicing connections if required, cash-in-lieu of park dedication, property maintenance, compliance with zoning by-law provisions for structures, and any related requirements, financial or otherwise.
- √ The subject parcel be numbered and addressed for 911 purposes to the satisfaction of the Township.
- √ The sum of \$500 be paid to the Township as cash-in-lieu of parkland.

**Survey**

- √ Provide to the satisfaction of the County and the Township:
  - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
  - b) a reference plan based on the approved survey

**Zoning**

- √ Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Township.

**Storm Water**

- √ Section 65 of the Drainage Act to be addressed to the satisfaction of the Township.

**Septic System Inspection**

- √ Applicant is to provide a letter from a licensed contractor advising that the tank has been pumped and is functioning properly for the severed parcel of land to the satisfaction of the Township.

**Other**

- √ That the retained lands be registered in the name of John and Renay Hardy to the satisfaction of the County.

**Consent Application Report – File # B58-2016**

Note: The applicant is hereby advised that the severed parcel will be automatically rezoned to recognize the residential parcel (e.g. AG4-9) and the retained farmlands will be automatically rezoned to prohibit a new residence (e.g. AG2) in the North Huron Zoning By-law.

As this application to sever a surplus farm dwelling is consistent with the Provincial Policy Statement, conforms to the North Huron Official Plan, and is consistent with the North Huron Zoning By-law, it is recommended for approval with the above stated conditions.

**‘Original Signed By’**

\_\_\_\_\_  
Laura Young, Planner

1 February 2017

Date



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White  
**DATE:** 06/02/2017  
**SUBJECT:** 2017 Fees and Charges By-law  
**ATTACHMENTS:** By-Law #9-2017 (Item 10.2 in by-Law section)

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby adopts the 2017 Fees and Charges as presented;

AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-Law #9-2017 to be passed at the February 6, 2017 meeting.

## **EXECUTIVE SUMMARY**

Annually the Fees and Charges By-Law is reviewed by senior staff and any recommended changes or increases in such fees and charges are presented to council for approval. HST shall be added to the applicable rates. Please refer to By-Law #9-2017 under the By-Laws section to review in its entirety.

Schedule E now contains all Public Works Fees for both Landfill and Transportation and some new fees have been added on this schedule.

### Schedule A: Administration Fees

- Tax Certificate increase from \$40.00 to \$50.00
- Zoning Certificate increase from \$50.00 to \$75.00
- No changes to the remainder of the charges

### Schedule B: Animal Licence Fees – NO CHANGES

Schedule C: Building Classes & Fees – NO CHANGES IN THIS VERSION (The CBO will present a new Schedule of Fees at a future meeting)

### Schedule D: Cemetery – NO CHANGES

### Schedule E: Public Works Fees and Charges

- Opening Fee remains at \$100.00, but there is an additional charge of \$45.00 per hour while open
- Tipping Fees for various categories have increased from \$85.00 to \$95.00
- Unsorted price per tonne – Increase from \$170.00 to \$180.00
- NEW Charge – Mattresses - \$15.00 each
- NEW Charge – Furniture – \$20.00 each
- No change to the Minimum Charge of \$10.00
- Bag Tags remain at \$2.50 per tag
- Blue Boxes remain at \$10.00 per box

- Transportation/Roads – Driveway and Driveway Deposit – NO CHANGE
- All other Fees under the Transportation/Materials Section are NEW

Schedule F: Licences – NO CHANGES

Schedule G: Planning Fees – NO CHANGES

Schedule H: Recreation and Facilities

- the Schedule outlines both the 2016 and 2017 rates for comparison
- 1.8% (Consumer Price Index (CPI) has been applied where applicable

Schedule I: Taxi Fees – NO CHANGES

Schedule J: Water and Wastewater

- Rate increase at 3.5% based on B M Ross Rate Study (Year 3 of 5 Year Plan)
- No increase in Reserve Charge

Schedule K: North Huron Children’s Programs – NO CHANGES – SCHEDULED INCREASES ARE EFFECTIVE SEPTEMBER 1<sup>ST</sup> EACH YEAR

Schedule L: Emergency and Non-Emergency Fees – NO CHANGES IN THIS VERSION – the Director of Fire Services will bring a report forward at the same time as changes to the Building Fees are considered in order to only have one amendment.

**DISCUSSION**

Due to a number of timing issues, it is necessary to implement the changes in the Fees and Charges By-Law with one planned amendment to follow.

**FINANCIAL IMPACT**

The new fees and charges will be incorporated into the 2017 Draft Budget.

**FUTURE CONSIDERATIONS**

The Fees and Charges By-Law will be monitored throughout the year.

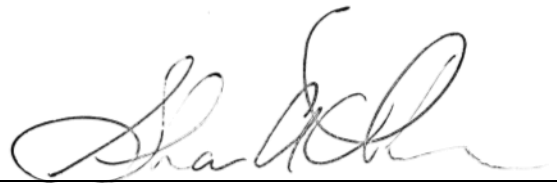
**RELATIONSHIP TO STRATEGIC PLAN**

Goal # 4 - Our administration is fiscally responsible and strives for operational excellence.



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Donna White, Treasurer



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Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White, Director of Finance  
**DATE:** 06/02/2017  
**SUBJECT:** Interim Tax By-law  
**ATTACHMENTS:** Agenda Item 10.4 By-Law No. 11-2017 in the By-Law section

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## RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance regarding the Interim Tax Levy;

AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-Law #11-2017 to be passed at the February 6, 2017 council meeting.

## EXECUTIVE SUMMARY

Section 317 of the Municipal Act, 2001 S.O. 2001, c. 25, as amended provides that council of a local municipality, before the adoption of estimates for the year under Section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipal purposes. The interim levy shall be based on 50% of the total taxes for municipal and school purposes levied in 2016. Please refer to Agenda Item 10.4 - By-Law No. 11-2017 under the By-Law section to review in its entirety.

## DISCUSSION

The interim tax levy provides the municipality with working funds until the budget is passed and the final tax levy is adopted. It is anticipated that the tax bills will be generated and mailed during the week of February 13<sup>th</sup>. The interim tax levy shall be paid in two instalments due on March 27, 2017 and June 27, 2017.

## FINANCIAL IMPACT

The tax levy is part of the budget process and provides the municipality with the funds to operate on a yearly basis.

## FUTURE CONSIDERATIONS

The final tax levy is calculated after the budget is adopted and final tax bills are mailed out in late August with due dates in September and November.

## RELATIONSHIP TO STRATEGIC PLAN

Goal # 4- Our administration is fiscally responsible and strives for operational excellence.

Donna White, Treasurer

Sharon Chambers, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** 06/02/2017  
**SUBJECT:** Papple Request – Richard W. LeVan Airport  
**ATTACHMENTS:** Letter to Council from Papple Aviation, Sample letter to Transport Canada

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby send a letter to Transport Canada – Civil Aviation Services, to permit Summer and Tyler Papple, operating as Papple Aviation, to utilize the Richard W. LeVan Airport as one of their bases of operation in conducting aerial crop-scouting/photography, sightseeing flights, and air taxi.

### **EXECUTIVE SUMMARY**

Papple Aviation is requesting permission to use the Richard W. LeVan Airport as one of their operating sites. A letter from the airport owner/operator is required by Transport Canada in order for their operating license to be issued.

### **DISCUSSION**

The Township of North Huron owns and operates the Richard W. LeVan Airport in Wingham. Tyler and Summer Papple have sent a letter to Council requesting that they be permitted to use the Wingham location as one of their bases of operation. That letter is attached to this report. To permit this, the Township is required to send a letter to Transport Canada-Civil Aviation Services. Papple Aviation primarily operates out of the Centralia Airport in Huron County. They have requested to expand their operations to include the Goderich Airport and the Richard W. LeVan Airport. Papple Aviation will continue to base their operations out of Centralia, however they would like to advertise and offer their services from the Richard W. LeVan Airport. This has potential to increase exposure of the Wingham site, and offer services to businesses and residents in this area. To allow for this, they need to have permission from Transport Canada, as Transport Canada has jurisdiction over commercial aviation businesses.

### **FINANCIAL IMPACT**

There is no impact to the North Huron budget.

### **FUTURE CONSIDERATIONS**

By permitting this request, there is potential for greater utilization at the Richard W. LeVan airport.

### **RELATIONSHIP TO STRATEGIC PLAN**

Our administration is fiscally responsible and strives for operational excellence.

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Director of Recreation & Facilities

Page 1

Tyler and Summer Papple  
Operating as "Papple Aviation"

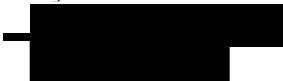


Township of North Huron  
C/O Pat Newson, Director of Recreation and Facilities  
P.O. Box 90  
Wingham, ON  
N0G 2W0

Dear Reeve and Council of the Township of North Huron,

We are applying to Transport Canada for an AOC (Air Operator Certificate) to conduct aerial crop scouting, surveying, sightseeing, and the occasional air taxi flight with our four-seater Cessna 172 airplane. With our application for an AOC we need to include letters of permission from aerodromes/airports that we plan to use as bases. We're requesting permission to use CPR7, Wingham/Richard W.LeVan Airport as one of our bases of operation and we need to include a letter signed by the airport operator giving us permission to use CPR7. We have already received permission from CYCE, Centralia/James T. Field Memorial Aerodrome, which will be our main base, and are awaiting permission from CYGD, Goderich Municipal Airport. We have attached a sample letter of permission for you to modify, if you wish.

If you have any questions please let us know,  
Tyler and Summer Papple



January 30, 2017

To: Transport Canada – Civil Aviation Services;

Tyler and Summer Papple, operating as “Papple Aviation”, have permission from The Township of North Huron to use CPR7, Wingham/Richard W. LeVan, as one of their bases of operation in conducting aerial crop scouting/photography, sightseeing flights, and air taxi operations.

(Please include your name, title, and contact information)



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** 06/02/2017  
**SUBJECT:** Aquatic Centre Renovation Project Funding  
**ATTACHMENTS:**

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the Aquatic Centre Renovation project to proceed in 2017 and by doing so authorize pre-budget approval in the amount of \$95,697 toward the capital project to renovate the Aquatic Centre at the North Huron Westcast Community Complex;

AND FURTHER THAT Council agree to sign the funding agreement for an Ontario 150 Grant in the amount of \$150,000 for the Aquatic Centre Renovation project;

AND FURTHER THAT Council approve an exception to Section 19.1 of the Procedural By-law to allow By-law No. 12-2017 to be passed at the February 6, 2017 meeting.

## **EXECUTIVE SUMMARY**

The Township of North Huron is fortunate to be awarded \$150,000 from the Ontario 150 Grant Program, for the renovation of the Aquatic Centre. Staff require a pre-budget approval to secure the matching dollars for the project in 2017, and for North Huron to sign and authorize the agreement between the Township and the Ontario 150 Community Capital Program, administered by the Ontario Trillium Foundation, to receive the funding.

## **DISCUSSION**

### **Grant Program:**

The Ontario 150 Community Capital Program provides one-time funding in 2016/17 to support the repair, renovation or retrofit of existing community facilities. The program is administered by the Ontario Trillium Foundation (OTF).

### **"Purpose of the Grant"**

*The Ontario 150 Community Capital Program is a grant program that will strengthen communities by supporting the repair, renovation or retrofitting of existing infrastructure to better address the diverse needs of Ontario communities while fostering economic growth. Supported projects will occur within one year of grant approval and be completed by March 31, 2018." (Ontario 150 Community Capital Program Application Guidelines)*

*"Whether it's a multicultural centre, soccer pitch or community theatre, these cherished and well-used neighbourhood facilities have played a pivotal role in Ontario's growth and development. Ontario150 will help ensure they continue to serve community needs well into the future." (Ontario 150 Community Capital Program web site)*

North Huron submitted an application in September 2016 for the renovation project at the Aquatic Centre. The project was a good fit for the grant criteria and the Township was fortunate to have been awarded the funding. The request of \$150,000 toward the project was approved by OTF. This is a separate grant program from OTF, but OTF has been engaged by Ontario 150 Community Capital Program to administer the program. For this reason, the contract/agreement is with OTF and all reporting and funding flows through OTF.

There was high competition for the funding and the Township is extremely fortunate and proud to have received such a significant size of award. The Aquatic Centre at the North Huron Westcast Community Complex meets the many goals and objectives of this fund, and the needs of the North Huron community. The project was required to align with one of the OTF Strategies. This project addresses “More people become active” strategy. Swimming promotes a healthy active lifestyle as it prevents diseases, provides rehabilitation from injuries/surgeries, social/family time, youth development and employment. Furthermore, swimming is a necessary life skill as it prevents drowning. The North Huron community is fortunate that in 2000, the Wingham community worked together to build the NHWCC which included an indoor Aquatic Centre, a feather in our cap for a community of this size. The facility enjoys 35,000 visits to the Aquatic Centre each year. This grant and project will extend the life of this remarkable facility.

There are a number of conditions to receiving the funding that staff are working to complete. The two conditions that require Council support are the confirmation that matching project dollars are secured, and that the contract be signed by the municipality. These two conditions must be met now and cannot wait until the Township budget is approved. For this reason, the request for pre-budget approval is necessary.

**Aquatic Centre Renovation Project**

The plan has been in the works for over two years to prepare for the renovation of the aquatic centre at the North Huron Westcast Community Complex. At the 2016 budget presentations, staff provided Council with details on the renovation. The project includes replacing the pool liner. It also includes mechanical upgrades: install a system to reduce the minerals in the water, install a UV water filtration system, replace boilers. The aquatic centre requires the ceiling beams and other areas to be hydro blasted and repainted to remove rust. The HVAC supports also require replacement.

**Renovation Estimated Expenses**

Remove and replace pool liner	\$295,000
Painting and replace HVAC rings	\$ 44,000
UV filtration system	\$30,554
Mineral removal system	\$30,000
Consulting	\$27,143

The Ontario 150 Community Capital Program funds are to be applied to the expenses of removal and replacement of the liner, and the repairs of painting and replacement of the HVAC rings.

**Project and Grant Timing**

The project start date is when expenses can begin to be charged to the project. This start date for this project is March 1, 2017, and the project end date is November 30, 2017. All project work and expenses are to be completed by this end date. During this project window the aquatic centre will require extensive renovations and there will be a shutdown of the Aquatic Centre. This shutdown is tentatively going to take place August 2017-October 2017, and last 10-12 weeks. Once the project schedule is finalized, details about the shutdown will be communicated to Council, the members, and the public. Staff can assure Council that facility members will be informed in advance of the shutdown, and membership fees will be redirected or put on hold.

**FINANCIAL IMPACT**

Staff and Council have been planning for this Capital Project to renovate the Aquatic Centre for the past two years, and funds have been directed into a reserve account. The Ontario 150 grant is a significant investment in the project and provides necessary funding to see the project move forward in 2017.

Expense:

Total estimated project cost:     \$426,697.00

Revenue Sources:

Ontario 150 Grant:                     \$150,000.00

Funds in Reserves:                     \$182,000.00

2017 Budget:                             \$ 94,697.00

Total Revenue:                         \$426,697.00

Pre-budget approval is required to secure matching dollars for the grant.

**FUTURE CONSIDERATIONS**

Receiving this grant is tremendous news for the Township of North Huron. A future event celebrating this funding from the Province will be hosted by North Huron in cooperation with OTF. Council and the public will be invited to attend.

Reports from staff will follow in the near future outlining details for the renovation project.

**RELATIONSHIP TO STRATEGIC PLAN**


Our community is healthy and safe.

Our administration is fiscally responsible and strives for operational excellence.



---

Pat Newson, Director of Recreation and Facilities



---

Sharon Chambers, CAO



An agency of the Government of Ontario  
Un organisme du gouvernement de l'Ontario

**2017-01-11**  
**Corporation of the Township of North Huron**  
**274 Josephine Street**  
**P.O. Box 90**  
**Wingham, Ontario N0G 2W0**

**Dear Donna White:**

**Re: Application ID# ON96894**

I am delighted to inform you that the Ontario Trillium Foundation (OTF) has approved your Ontario150 Community Capital Program grant application. We believe that our investment in your project will support positive, measurable change in Ontario communities, and are excited to work with you.

This letter and Grant Contract form the basis of the information that your organization requires to embark on a successful relationship with OTF.

Please read the entire Grant Contract carefully. The Grant Contract outlines the Foundation's expectations of the Grantee and the Grantee's obligations. It also ensures that the Grant benefits Ontarians and that the Grantee is accountable for public Grant funds. The Grant Contract includes:

- The Cover Page
- Terms and Conditions associated with your grant, including the [Ontario150 Community Capital Program Application Guide](#) 2016-2017
- The Schedule A, with Approved Budget, selected Grant Results and Metrics, Grant Reporting Schedule and Payment Schedule, and name of the OTF Program Manager monitoring your grant
- A Declaration of Understanding which confirms that you have read the relevant Policies and requirements stipulated
- Authorizing Signatures, pre-signed by OTF, and requiring the electronic signature of the person authorized to legally bind on behalf of your organization.

**Sign and return your Grant Contract** per directions provided within 60 days.

For projects ready to begin, OTF will issue your first payment based on the project start date, confirmation that matching funds are in place and receipt of the signed Grant Contract.

Additional important information:

- **Final 10% grant holdback:** Please note the final installment payment of your grant will be released only after you have submitted the final report and OTF has verified the satisfactory completion of the grant prior to March 31, 2018. The holdback is identified in the Payment Schedule associated with your grant.
- **Required grantee orientation webinar:** All Ontario150 Community Capital Program grantees are required to participate in an OTF orientation webinar, before returning their Grant Contract. Learn more about the [English](#) and [French](#) webinars.
- **Required grantee recognition of OTF:** You are required to publicly recognize the OTF investment in your initiative. Our expectations include a recognition event, the inclusion of the Government of Ontario and OTF logos on your website and other published/public materials related to this initiative, as well as recognition on applicable social media. Please review the recognition requirements on our website, [www.otf.ca](http://www.otf.ca), by clicking on "Already got a Grant?". Contact the OTF communications department at least three weeks before a planned recognition event.
- **Communications Planning Period:** As may have been noted in the recent telephone call with your OTF Program Manager, we ask that you not publicly announce your grant prior to OTF formally and

publicly announcing the grant.

- **Bank account:** All OTF grantees must provide OTF with the details for a bank account in the name of the grantee organization at a Canadian financial institution and must add this information to their grant portal once the Contract has been signed. OTF Grant funds will be transferred into this account, and until used in accordance with the agreement, the Grant funds must be kept in this account.

The OTF is committed to leadership in the nonprofit sector, and we have a plan for how we'll make Ontario communities healthier and more vibrant. We are excited to invest in your project, and can't wait to see the impact your organization's work will have on your community.

Yours sincerely,



Janet Yale  
Chair, Board of Directors

## **GRANT CONTRACT**

**("the CONTRACT")**

**BETWEEN**

**Ontario Trillium Foundation  
("The Foundation")**

**AND**

**Corporation of the Township of North Huron  
("The Grantee")**

**274 Josephine Street**

**P.O. Box 90**

**Wingham, Ontario N0G 2W0**

**\$150,000.00 over 8 months**

**Delivering improved infrastructure with a \$150,000 grant over 8 months to renovate the North Huron Aquatic Centre, replacing outdated mechanical equipment and the pool liner. Fostering more active lifestyles, this initiative is helping infrastructure be accessible and available for physical activity, and has an impact on the lives of 5,109 people in the community.**

**Application ID No.: ON96894**

**Approval Date:  
2016-12-01**

## Terms and Conditions

### 1. Use of Grant Funds

- Grant funds may only be used for the exclusive purpose of the project as it is described in Schedule A ("The Grant"). Grant funds may only be spent for the items and activities described in Schedule A.
- Grant funds are not to be used for the purchase of alcohol or expenses not eligible for funding under the [Ontario150 Community Capital Program Application Guide](#) 2016-2017.
- Grant funds are not to be used by or for any organization or individual other than those specified in Schedule A.
- The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Reallocation of Grant Funds Policy" published on the Foundation's website at [www.otf.ca](http://www.otf.ca) (the "OTF Website"), including that Policy as it may be amended from time to time.
- The Grantee acknowledges that the amount of Grant funds available to it is based on the actual costs to the Grantee, less any costs (including HST and other taxes) for which the Grantee has received, will receive, or is eligible to receive a rebate, credit or refund.
- Any unspent Grant funds must be returned to the Foundation, unless the Foundation has given prior written approval for such funds to be spent on other items or activities that are consistent with the Grant's purpose.
- The Grantee fully understands that all payments of Grant funds to the Grantee are funded by the Ontario Government and are wholly conditional upon the Foundation receiving sufficient funding from the Ontario Government. The Grantee understands that if funding is not provided to the Foundation, or is provided in an insufficient amount by the Ontario Government, the Foundation is not obligated to make any payments of Grant funds to the Grantee and the Foundation may reduce the amount of Grant funds, otherwise modify the Grant, or terminate the Grant.
- The Grantee acknowledges that it is obliged to take reasonable care in screening volunteers and staff participating in the project described in Schedule A.

### 2. Maintaining Eligibility Status

- By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the eligibility status of the Grantee set out in the Grantee's application to the Foundation for Grant funds is current and in good standing.
- The Grantee represents and warrants that the Grantee has read, is in compliance with and agrees to comply in the future with the [Ontario150 Community Capital Program Application Guide](#) 2016-2017 and applicable OTF policies published on the OTF Website. Policies may be amended from time to time.
- The Grantee represents and warrants that the Grantee has and will, for the duration of the Grant, maintain its current status as cited in the Grantee's Organization Registration with OTF, and will immediately inform the Foundation of any change in or challenge to the Grantee's eligibility status as set out in the Grantee's registration with the Foundation.

### 3. Payment of Grant Funds

- The Foundation will pay Grant funds according to the terms stated in Schedule A.
- The Grantee must have - or must establish - a bank account in its own name at a Canadian financial institution. Until used in accordance with this Grant Contract, the Grant funds will be kept in this account.
- The Foundation must receive an electronically-signed copy of this Grant Contract before sending the first Grant payment to the Grantee.
- The Foundation may withhold Grant payments or terminate the Grant if, in the Foundation's opinion, the Foundation:
  - is not satisfied that matching funds are securely in place
  - is not satisfied with the Grantee's progress;
  - determines that the Grantee is unable to complete the Grant in a satisfactory manner or within the approved timelines;
  - determines that the Grantee is not complying with this Grant Contract, as defined in Section 16 below; or
  - determines that continuing the Grant is not in the general public's interest.
- If the Grantee has received more than one Grant from the Foundation and OTF terminates one or more of those Grants, OTF may withhold payments under or terminate any or all of the other

Grants of the Grantee.

- o The Foundation may withhold Grant payments or terminate the Grant if the Grantee ceases to operate, is insolvent or otherwise unable to pay its debts, makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or proceedings are commenced to adjudge bankrupt, place in receivership, wind up, dissolve or liquidate the Grantee.

#### **4. Mandatory Orientation Session**

The Grantee will attend the Foundation's Orientation Webinar in order to understand its role and responsibilities as an OTF Grantee.

#### **5. Grant Results and Metrics**

- o The Grantee, as specified in Schedule A, will track and report on Grant Results and Metrics, as required, for this Grant.

#### **6. Reporting and Grant Monitoring**

- o The Grantee will immediately notify the Foundation of any changes to the finances, governance, management, staffing or operations of the Grantee or any other matter that might delay or stop the successful completion of the Grant.

#### ***Final Reports***

- o The Grantee will submit a complete final report to the Foundation at the times specified in Schedule A.
- o In this report the Grantee will clearly explain the Grantee's use of the Grant funds and the progress the Grantee has made toward achieving the metrics specified in Schedule A and the Grant Results, with the expectation that the Grantee has complied with the terms and conditions of this Grant Contract.
- o All reports will be submitted according to the Foundation's requirements.
- o The Foundation will review the progress the Grantee makes toward achieving the specified Metrics and Grant Results. Monitoring progress may involve on-site visits by Foundation representatives.
- o The Foundation may also ask to consult with the Grantee's personnel regarding the Grantee's expenditures, records, progress, and achievements relating to the Grant. The Grantee will co-operate with any such inquiry by the Foundation and will make the Grantee's reports, records (as described in Section 7 below), and the Grantee's personnel available for the purpose of the inquiry.
- o If the Foundation does not receive the final report in a timely manner or the final report is otherwise not in compliance with this Grant Contract, the Foundation will withhold the final payment until the late report is received and considered by the Foundation to be satisfactory. The Foundation may terminate the Grant if any final report is not received within sixty (60) days of the date on which it was due.
- o If the Foundation does not receive final reports in a timely manner, this may be taken into consideration in assessing a future Grant application.

#### ***Additional Reporting***

- o In addition to the regular scheduled reports, the Foundation may ask the Grantee to submit additional interim reports, verbally or in writing, which the Grantee will provide on a timely basis.
- o The Grantee acknowledges and agrees that OTF has the unrestricted right to use all information provided by the Grantee, including sharing best practices and lessons learned to promote knowledge mobilization in the community and the Foundation; building evidence-based policy and program design in the public benefit sector; and sharing information with the public. As an agency of the Government of Ontario, the Foundation may use and disclose all information provided to it in carrying out its mandate, consistent with access and privacy legislation and the government's Open Government commitment.

#### **7. Records**

- o The Grantee will keep all reports (including supporting documentation) submitted to the Foundation as outlined in the previous Section 6, Reporting and Grant Monitoring.
- o The Grantee will maintain accounting records that clearly show the receipt of Grant funds and how the money has been spent. All related records and supporting documentation will be available for inquiries, evaluations or audits by the Foundation for the purposes of this Grant Contract. Such records and supporting documents shall include but are not limited to a general ledger listing of detailed Grant expenses for all products, services, and salaries; corresponding invoices and proof of payment documents; bank statements, employment contracts, payroll

registers, employee paycheques, Canada Revenue Agency records, and certificates of completion.

- o The Grantee will keep records substantiating fulfillment of specified targets, metrics, conditions, and requirements, if any, and make them available to the Foundation on request.
- o The Grantee will keep records relating to operations, employees, volunteer and program participants, including but not limited to registration forms of members, volunteers, and participants, and make them available to the Foundation on request.
- o The Grantee will retain all records of Grant receipts and expenditures as outlined in detail in Sections 6 and 7 of this Grant Contract for at least six (6) years after the completion of the Grant.

#### **8. Advocacy**

- o The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Advocacy Policy" published on the OTF Website, including that Policy as it may be amended from time to time.

#### **9. Recognition of the Foundation's Funding**

- o The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Recognition Policy" published on the OTF Website, including that Policy as it may be amended from time to time. The Grantee understands that its compliance with the Recognition Policy will be monitored.
- o Photos taken at recognition events may be used by OTF on its website and/or in other publications.

#### **10. Evaluation and Audit**

- o The Foundation, Auditor General of Ontario or other Ontario government bodies may conduct or commission an evaluation or audit of this Grant. (The Foundation currently audits a minimum of 10% of its grants annually.) The Grantee will co-operate with any such evaluations or audits, including but not limited to making the Grantee's records, as described in Sections 6 and 7 of this Grant Contract, and the Grantee's personnel available to Foundation personnel or consultants, government internal audit professionals or the Auditor-General of Ontario, for the purpose of the evaluation or audit.

#### **11. Applicable Laws**

- o By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the Grantee has complied and will comply with all applicable federal and provincial laws and regulations, municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Grant. This includes but is not limited to - where applicable - the Ontario Human Rights Code, the Ontario Employment Standards Act, and the Income Tax Act.
- o The Grantee further represents and warrants that it has read and agrees to comply with the Foundation's "Anti-Discrimination Policy" published on the OTF Website, including that Policy as it may be amended from time to time.
- o The Grant Contract will be interpreted in accordance with the laws of Canada, the Province of Ontario, any municipality in the Province of Ontario, and any court order.

#### **12. Insurance**

- o The Grantee will purchase and maintain insurance, including but not limited to property insurance, casualty insurance, and general liability insurance, which is adequate for the purposes of the Grantee's operations. Adequate insurance coverage must be maintained for the duration of the Grant.

#### **13. Indemnity**

- o The Grantee agrees to indemnify and save the Foundation, its officers, directors, employees, and agents harmless from and against any and all costs, claims, demands, expenses, actions, causes of action, and for any and all liability for damages to property and injury to persons (including death) howsoever caused, arising out of or in any way related to the Grant, the Grantee, or the payment or non-payment of Grant funds to the Grantee. The Foundation holds this indemnity in trust for parties who are not parties to this Grant Contract.

#### **14. Termination**

- o If the Grantee violates any of the provisions of this Grant Contract including the attached Schedules, the Foundation has the right to terminate the Grant.
- o If the Grant is terminated, the Foundation will withhold any further payments of Grant funds.
- o If the Grant is terminated, the Grantee must repay any unspent portion of the Grant funds to the Foundation. The Grantee will also repay to the Foundation Grant funds that the Grantee has spent if, in the Foundation's sole opinion, such Grant funds have not been spent in accordance with this Grant Contract.
- o Any decision by the Foundation to terminate this Grant will be final and legally binding.

#### **15. Acquisition of Goods and Services; Distribution of Assets**

- o If the Grantee acquires supplies, equipment or services with Grant funds, it shall do so through a process that promotes the best value for money and is free from an actual or potential conflict of interest.
- o A conflict of interest includes any circumstances in which the Grantee or any person who has the capacity to influence the Grantee's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Grantee's objective, unbiased and impartial judgment. The Grantee will disclose to the Foundation, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived conflict of interest, and comply with any terms or conditions that the Foundation may prescribe as a result of the disclosure.
- o The Grantee will not, without the Foundation's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Grant funds or for which Grant funds were provided.
- o If within five years of receiving the Grant funds the Grantee dissolves or no longer needs assets, whether real or personal property, purchased with the Grant funds, the Grantee will at the request of the Foundation transfer any such assets with a value of \$5,000 or more, for no consideration and clear of such encumbrances as the Foundation may in its discretion specify, to a not-for-profit organization that meets the Foundation's "Eligibility Requirements" as set out in the Foundation's Eligibility Policy or, in the discretion of the Foundation, to the Foundation. The Grantee will cooperate with due diligence inquiries by the Foundation or other qualified transferee prior to the transfer and will make all relevant documentation of the Grantee available for the purpose of such inquiries prior to the transfer.

#### **16. Entire Agreement**

- o This Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s), the [Ontario150 Community Capital Program Application Guide 2016-2017](#), the Foundation Policies expressly referred to in the foregoing (collectively, the "Primary Contract Documents"), and all additional relevant Foundation Policies posted on the Foundation's website at [www.otf-policies.ca](http://www.otf-policies.ca), including as they be amended from time to time, and any amending agreement entered into as provided for below, constitutes the entire agreement between the Foundation and the Grantee and supersedes all prior oral or written representations and agreements. In the event of any inconsistency between the provisions of the Primary Contract Documents or any amending agreement and the provisions of the additional Foundation Policies posted on the Foundation's website, the former shall prevail.

#### **17. Modification and Waiver**

- o This Grant Contract may only be modified by an amendment in writing duly executed by authorized personnel of the Foundation and the Grantee. If the Grantee fails to comply with any term of this Grant Contract, the Grantee may only rely on a waiver of the Foundation if the Foundation has provided a written waiver to the Grantee. Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

#### **18. Acknowledgement**

- o The Grantee acknowledges that it has read and understands the provisions contained in the entire Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s) and the OTF Policies referred to in this Grant Contract, and agrees to be bound by the terms and conditions contained in the entire Grant Contract.

#### **19. Capital Grants**

- o Without limiting the application of Section 12 above to the capital project, the Grantee will purchase and maintain insurance including but not limited to property insurance, casualty insurance, and general liability insurance which is adequate for the purposes of the capital project of the Grantee, including operations at the project site and any equipment used as part of the project. Adequate insurance coverage must be maintained for the duration of the Grant.
- o Without limiting the application of Section 13 above to the capital project, the Foundation is not responsible or liable for the quality of design, construction, maintenance or operation of the capital project. The Foundation is not responsible or liable for any loss or damages arising out of or relating to the design, construction, maintenance or operation of the capital project.
- o The Grantee will ensure that all renovations, modifications, and additions meet or exceed all applicable by-laws, building codes and project specifications, and will obtain and keep all relevant certificates of completion.

#### **20. No Partnership or Joint Venture**

- o It is expressly acknowledged and agreed that this Grant Contract, the Grant or the conduct of the Foundation and the Grantee relating to the Grant shall not create any form of partnership or joint venture between the Foundation and the Grantee.

**21. Non-Assignability**

- o This Grant Contract shall not be assigned by the Grantee without the written consent of the Foundation.

**22. Reliance by Foundation**

- o The Grantee represents, warrants, agrees, and acknowledges that in providing the Grant to the Grantee, the Foundation has relied on the representations and warranties contained herein and all information provided to the Foundation in the Grantee's application to the Foundation for Grant funds and all other information provided in writing to the Foundation by the Grantee; that such information is correct, will continue to be correct, and contains no material misrepresentations; and that the Grantee will immediately notify the Foundation if any such information ceases to be correct.

**23. Severability of Provisions**

- o The invalidity or unenforceability of any provision of this Grant Contract will not affect the validity or enforceability of any other provision of the Grant Contract. Any invalid or unenforceable provision will be deemed to be severed.

## Declaration of Understanding

**I declare that I have read and understand the Grant Contract between  
the Ontario Trillium Foundation (OTF)  
and my organization (Corporation of the Township of North Huron)**

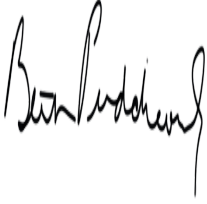
**This includes all OTF Policies, published at [www.otf.ca](http://www.otf.ca).**

**In addition to the Grant Contract, I further acknowledge that:**

The information contained in the application and accompanying documents is true, accurate and complete.
I am a representative with designated signing authority/decision-making authority in our organization.
The Ontario150 Community Capital Program will not disburse funds without confirmation that full project funding from all sources is in place.
The Ontario150 Community Capital Program will not reimburse any expenses incurred prior to the date of approval of the grant.
The amount of funding requested in the application corresponds to the conditions related to the size of our organization's operating budget.
The funding secured for this project from government sources do not exceed 90% of the total project cost.
Our organization is not in default of the terms and conditions or any grant or loan agreement with any ministry or agency of the Government of Ontario.
I understand that I must provide OTF with the details for a bank account in the name of my organization at a Canadian financial institution, and have added this information to our grant portal.
I, or the appropriate person in my organization for this Grant, have participated in OTF's orientation webinar and understand the role and responsibilities of an OTF grantee.
I understand that I must provide OTF with the details for a bank account in the name of my organization at a Canadian financial institution, and have added this information to our grant portal.
I understand that if our grant includes capital renovations to land or property, that my organization must hold proof of ownership or a minimum five-year lease of the land or property agreement, and I agree that this documentation will be provided to OTF immediately upon request.
I understand that OTF sets parameters to support the effective use of grant funds while ensuring accountability and the appropriate use of public funds and that Grant funds can only be reallocated in accordance with the terms of the Reallocation of Grant Funds Policy.
I have reviewed and understand the OTF reporting requirements for this program, including timing and tools for reporting and evaluation. I understand what information needs to be tracked, and how to complete the reports to OTF.

**IN WITNESS WHEREOF, the Grant Contract has been signed on behalf of the parties as of the dates indicated below. I have the authority to legally bind the organization in this Grant Contract.**

Ontario Trillium Foundation



Per:  
Beth Puddicombe  
Vice-President, Community Investments  
2016-12-01

Corporation of the Township of North Huron

Per:

**X**

Name : Donna White

**SCHEDULE A**

**BUDGET**

**GRANT RESULT AND METRICS**

**PAYMENT AND REPORT SCHEDULES**

**Grantee:** Corporation of the Township of North Huron  
**Application ID:** ON96894 **Approved Amount:** \$150,000.00  
**Approval Date:** 2016-12-01 **Grant Term:** 8 Months  
**Assigned Staff:** Trudi Collins

The Grant to your organization is based on information provided in your application.

**BUDGET**

Grant funds may only be spent as per the approved amounts in each of the categories below, which are based on itemized details provided in the financial workbook submitted with your application.

**Direct Personnel Costs**

<b>OTF Budget Request</b>	<b>Requested Amount</b>	<b>Notes</b>
Renovations, repairs or retrofits	\$150,000.00	Includes the removal and replacement of pool liner estimated at \$295,000. Repairs and painting of beams and HVAC rings \$44,000. Total project is \$339,000.
Equipment	\$0.00	Project expenses include UV Water Filtration system \$30,554 Mineral Removal Water Filtration System \$30,000.
Developmental Costs	\$0.00	Architect and Engineer consulting \$20,000 Pool Consultant \$6,950
<b>Total Ontario150 Request</b>	<b>\$150,000.00</b>	

**OTF INVESTMENT STRATEGY ALIGNMENT**

Your grant has been approved for the following purpose: Delivering improved infrastructure with a \$150,000 grant over 8 months to renovate the North Huron Aquatic Centre, replacing outdated mechanical equipment and the pool liner. Fostering more active lifestyles, this initiative is helping infrastructure be accessible and available for physical activity, and has an impact on the lives of 5,109 people in the community.

**Priority Outcome:** More people become active.

**Grant Result:** infrastructure be accessible and available for physical activity.

You will be expected to measure and report on the following:

**Metrics**

**Achievements**

**Amount of new space (sqft) 8160**

**Amount of new space (km) 0**

**Number of additional hours available: 0**

## **Payment and Report Schedule**

<b>Scheduled Event</b>	<b>Payment Amount</b>	<b>Date</b>
Payment	\$135,000.00	2017-03-02
Final Report - Capital		2017-12-30
Payment	\$15,000.00	2018-01-19



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** 06/02/2017  
**SUBJECT:** Belgrave Community Centre Doors Capital Improvements  
**ATTACHMENTS:** IMG\_3156.jpg

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the door replacement project for the main doors of the Belgrave Community Centre with the provision that the new doors comply with the Ontario Accessibility Act;

AND FURTHER THAT the project is funded in full by the Belgrave Community Centre Board and includes all expenses associated with door replacement, hardware installation, automatic door opener installations, electrical requirements, and connection to the current building security system;

AND FURTHER THAT the Council of the Township of North Huron send correspondence to the Belgrave Community Centre Board as a reminder to comply with the lease agreement, and that all Capital improvements be approved by Council prior to execution.

## **EXECUTIVE SUMMARY**

The Township of North Huron leases the Belgrave Community Centre to the Belgrave Community Centre Board. As per the lease agreement, any building capital improvements require prior written consent from the Township of North Huron.

## **DISCUSSION**

The Belgrave Community Centre Board have identified the replacement of the main entrance doors as a priority project to improve building accessibility, and to allow for doors without a vertical centre bar/post. This will allow for users to move larger items in and out of the building on this floor.

The plan is to purchase new exterior main doors and install an automatic door opener on the exterior main doors, and the interior entrance door. The North Huron Chief Building Official has visited the site and provided Ontario Building Code information to ensure the doors and openers comply with the Ontario Accessibility Act. The Board has made other improvements to accessibility in the washrooms by installing automatic door openers, annunciator sounder assistance, and emergency assistance button/alarm.

The doors have been ordered by the board from McDonald Home Hardware in Brussels, and there have been several meetings between the Board's project leader, and North Huron staff. Staff have provided clear direction to the Belgrave Board on the requirement that the doors comply with the Ontario Accessibility Act.

The Board had initiated the project prior to receiving Council approval and North Huron staff were consulted after the main doors had been ordered but not delivered. Staff have expertise on the building code and requirements for public buildings, and can provide direction and information for groups like the Belgrave Board. The doors that were ordered have been examined, and do comply with the Ontario Accessibility Act, however the project was delayed because staff were consulted after the fact. The lease agreement requires Council approval for capital building improvement. It is suggested that Council send correspondence to remind the Board of this condition in the lease.

**FINANCIAL IMPACT**

As per the lease agreement, the Township of North Huron donates capital funding for the facility to the Board. The amount increases annually with COLA. In 2016 the donated amount for Capital improvements was \$11,081.63.

Project Breakdown of Costs:

Alumicor Exterior Main entrance doors, with panic bar and power opener hardware	\$6,300.00
Power Operator system for inside entrance	\$2,260.00
Closer fusible link at entrance interior door	\$780.00
Electrical and security installation costs	(estimate) \$2,900.00
Project estimated Total	\$12,240.00

**FUTURE CONSIDERATIONS**

The timing for installation is to have the doors operable in time for the Belgrave 150<sup>th</sup> Reunion.

**RELATIONSHIP TO STRATEGIC PLAN**

Our community is attractive and welcoming to new businesses and residents.

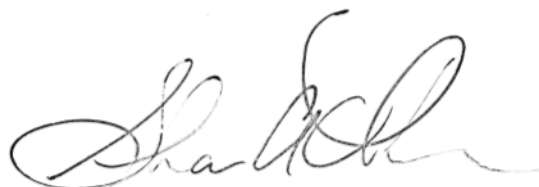
Our residents are engaged and well informed.

Our administration is fiscally responsible and strives for operational excellence.




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Pat Newson, Director of Recreation and Facilities




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Sharon Chambers, CAO





# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** 06/02/2017  
**SUBJECT:** Blyth Memorial Community Hall Renovation Project Funding Update  
**ATTACHMENTS:**

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the increase in the Blyth Memorial Community Hall Renovation Project budget to \$4,127,901.32, which is an increase from the original budget of \$3,800,000, with the condition that the additional funds are sourced from donations and contributions from 14/19 Inc., and this increase has no impact on the North Huron budget.

## **EXECUTIVE SUMMARY**

The Blyth Memorial Community Hall renovation project is underway and the Township of North Huron is managing the project. Funding is flowing through the municipality from various funding sources. Council permission is required to increase the project budget to permit staff spending limits, however this increase has no impact on the Township budget.

## **DISCUSSION**

The Blyth Memorial Community Hall renovation project is underway and will exceed the \$3,800,000 budget. 14/19 Inc. has provided additional funding for the project. Staff seek Council's approval to increase the project budget to allow for the additional spending. The Financial Impact section of this report provides a breakdown of the funding sources for the project.

Blyth 14/19 Inc. Board of Directors has approved the additional allocation of the funds for the project. The source of the increased funds has come mostly from donations restricted to this project.

The project initially had a contingency of \$150,000. Project expenses will exceed this contingency. All spending and purchases for the project have been approved by the Blyth Memorial Hall Renovation Committee, which represent the stakeholders of the building: Township of North Huron, The Blyth Centre for the Arts (Blyth Festival), Blyth 14/19 Inc., the Blyth Legion, and the Blyth Legion Ladies Auxiliary.

**FINANCIAL IMPACT**

The project has been fortunate to receive funding from three levels of government, and from private donations.

Summary of Funding Sources:

Province of Ontario	\$2,321,000.00
Federal Government Canadian Cultural Spaces Fund	\$979,907.00
Township of North Huron	\$500,000.00
Donations	\$325,572.25
Other	\$1,422.07
Project Total Funding	\$4,127,901.32

Funding Background:

- The Province of Ontario provided \$3.3M toward the Cultural Spaces Initiatives in Blyth. Funds were allocated to the Memorial Hall renovation, upgrades to the Blyth Festival Phillips Studio, and to the Grant and Mildred Sparling Centre for Rural Creativity. These funds must be spent by March 31, 2017.
- The Canadian Federal Government provided \$979,907.00 for the Blyth Memorial Hall Renovation Project through a Canadian Cultural Spaces Fund. These funds are allocated to be spent by March 31, 2017.
- The Township of North Huron has agreed to contribute \$500,000 toward the renovation of Blyth Memorial Community Hall.
- Private donations have been received to date of \$325,572.25. Some of these have come from the seat sale fundraiser, donations from the Legion and Legion Ladies Auxiliary, and from private citizens/groups.

**FUTURE CONSIDERATIONS**

The Blyth Festival and 14/19 Inc. continue to encourage donors to make donations or purchase seats to allow for ongoing capital and equipment improvements for Blyth Memorial Hall. Any funds left after the renovation is complete will be placed in a reserve account for future building needs, for example, future technical upgrades for the theatre.

**RELATIONSHIP TO STRATEGIC PLAN**

Our community is attractive and welcoming to new businesses and residents. Our administration is fiscally responsible and strives for operational excellence.



Pat Newson, Director of Recreation and Facilities



Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Jeff Molenhuis, Director of Public Works  
**DATE:** 06/02/2017  
**SUBJECT:** Garbage and Recycling Survey Report  
**ATTACHMENTS:** None

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accept the Garbage and Recycling Collection Report provided for information purposes;

AND FURTHER THAT the Director of Public Works is authorized to proceed with issuing a Request for Proposal for Curbside Collection based on the information and feedback received to date.

## **EXECUTIVE SUMMARY**

After discussions with Council in late 2016 pertaining to the extension of the current Waste Management Curbside Collection Contract until October 2017, Public Works will be issuing an RFP for competitive bidding for curbside collection commencing following expiration of the existing contract. Council inquired as to a survey for the public at the time of the contract extension in 2016, which culminated in a published survey that is due to close on February 6<sup>th</sup>. We hope to achieve the following goals with the survey:

- Engage residents on solid waste services;
- Encourage public feedback; and
- Use resident feedback to help guide the curbside collection RFP.

## **DISCUSSION**

As of Monday, January 30<sup>th</sup>, we have received a total of approximately 210 responses. Council will be provided with a comprehensive summary of the results in March.

The survey was available in two formats:

### **1. Hard copies**

Available to residents and business owners at the Wingham Town Hall, North Huron Westcast Community Complex, Queen's Bakery in Blyth, Scrimgeour's Food Market in Blyth, Blyth Community Centre and the Belgrave Variety.

### **2. Online Survey**

Promoted and open to all residents and business owners of North Huron. The survey is currently placed on the Township of North Huron website homepage, sent via email to the Wingham and Blyth BIA members, advertised on Social Media (Facebook and Twitter) and a press release was issued to local media sources.

Our intent will be to use the survey results and comments received to develop a Request for Proposal document for competitive bidding of curbside collection that will be issued in February. We also intend to use the information received to evaluate our solid waste management services within the Township in general. Within the proposal we will be asking for provisional items along multiple options for services collected to receive competitive bids.

Out of the twenty (20) questions asked, below is a sample of five (5) main questions that we anticipate will help develop our Request for Proposals. The primary response only is listed with figures in brackets:

**1. Are you a?**

- **Resident of Wingham (65%)**
- Resident of Blyth
- Resident of East Wawanosh
- Business owner in Wingham
- Business owner in Blyth
- Business owner in East Wawanosh
- Other (please specify)

**2. Do you like using bag tags?**

- Yes
- **No (65%)**

**3. Would you be interested in using the wheeled collection bins for Curbside Garbage and Recycling?**

- **Yes (71%)**
- No

**4. How much garbage do you generate per week? (1 bag = 1 clear garbage bag)**

- **1 bag (81%)**
- 2 bags
- 3 bags
- 4 bags or more

**5. How much recycling do you do per week? (1 box = 1 standard blue box)**

- None
- 1 box
- **2 boxes (45%)**
- 3 boxes or more

**FINANCIAL IMPACT**

There is no financial impact at this point to the Township.

**FUTURE CONSIDERATIONS**

Pending results and proposals received Council will have to consider the Level of Service it wishes to provide to residents and business owners within North Huron. We anticipate to structure the RFP such that different Levels of Service can be priced accordingly by bidders to be put forward for Council consideration.

In order to appropriately plan for any changes to service formats within the next seven (7) months, it is imperative that we move forward with the issuing the RFP in February. As such, this report asks for authorization to proceed with this aspect. We will be analyzing the results of the survey during the week of February 6<sup>th</sup>, and will consider the final results when issuing the RFP document.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal #2 the Township’s residents are engaged and well informed. Goal #4 the Township is fiscally responsible.



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Jeff Molenhuis, Director of Public Works



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Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Kirk Livingston, Chief Building Official  
**DATE:** 06/02/2017  
**SUBJECT:** Telecommunication Towers and Antenna Protocol  
**ATTACHMENTS:** Telecommunication Towers and Antenna Policy

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## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the amendments to the Telecommunication Towers and Antenna Protocol as presented by the Chief Building Official;

AND FURTHER THAT the Clerk be instructed to prepare a by-law to adopt the Telecommunication Towers and Antenna Protocol by by-law at the February 21, 2017 Regular Council meeting.

## **EXECUTIVE SUMMARY**

In March of 2014, the Township of North Huron passed the Telecommunication Towers and Antenna Protocol by By-law. Since then Industry Canada undertook a consultation process which resulted in amendments to Industry Canada's Antenna Tower Siting Procedures, specifically application of procedures, a default public consultation process, time limits for construction and criteria for installations that may be excluded from consultation.

## **DISCUSSION**

Staff were recently contacted by a Site Consultant that would like to proceed with the installation of a communication tower to be located in North Huron. Prior to issuance of a building permit for this tower, it is imperative that Council adopt by by-law the amended Telecommunication Towers and Antenna Protocol which now references the new CPC-2-0-03-i5 standard issued by Industry Canada.

The following is a list of items which have been revised from the original document:

- Additional terms and definitions were added
- The proponent must notify the public within a specified distance from a proposed tower, by use of local newspapers, providing 30 days notice for written public comment
- The tower must be constructed within 3 years of the conclusion of consultation
- The proponent must always contact the local land use authority to determine the local consultation requirement

## **FINANCIAL IMPACT**

The financial impact would consist of revenue for the Township of North Huron through the issuance of a building permit for a Communication Tower.

## **FUTURE CONSIDERATIONS**

There are no future considerations at this time.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal #2 the Township's residents are engaged and well informed.

Goal #4 the Township is fiscally responsible.



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Kirk Livingston, Chief Building Official



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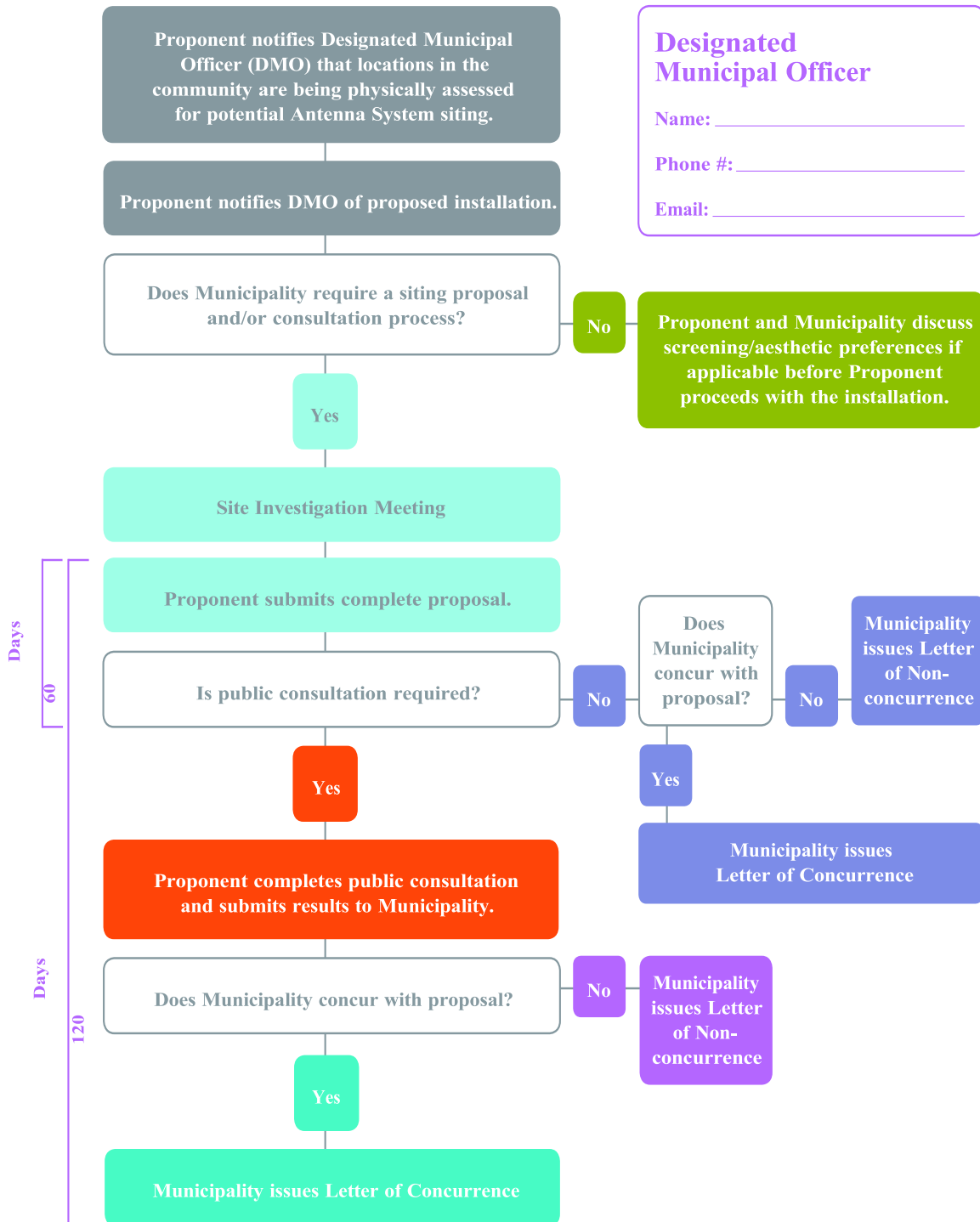
Sharon Chambers, CAO

**Schedule “A” By-law No.**  
**Township of North Huron**  
**Telecommunication Towers and Antenna Protocol**

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## Process Flowchart



## SECTION 1 OBJECTIVES

The objectives of this Protocol are:

- (1) To establish a siting and consultation process that is harmonized with Industry Canada's *Radiocommunication and Broadcasting Antenna Systems Client Procedures Circular* (CPC-2-0-03-15) and *Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols* for reviewing land use issues associated with Antenna System siting proposals;
- (2) To set out an objective process, criteria and guidelines that are transparent, consistent and predictable for the evaluation of Antenna System siting proposals that:
  - a. Minimize the number of new antenna sites by encouraging co-location
  - b. Encourage designs that integrate with the surrounding land use and public realm;
  - c. Establish when local and public consultation is required; and
  - d. Allow Industry Canada and the communications industry to identify and resolve any potential land use, siting or design concerns with the Township at an early stage in the process.
- (3) To provide an expeditious review process for Antenna System siting proposals;
- (4) To establish a local land use consultation framework that ensures the Township and members of the public contribute local knowledge that facilitates and influences the siting-location, development and design (including aesthetics)-of Antennae Systems with Township boundaries;
- (5) To contribute to orderly development and efficient operation of a reliable, strong radiocommunication network in the Township; and
- (6) To provide the Township with the information required to satisfy the requirements of Industry Canada regarding local land use consultation, resulting in an informed statement of concurrence, concurrence with conditions, or non-concurrence from the Township to Industry Canada at the end of the process.

## SECTION 2 JURISDICTION AND ROLES

**INDUSTRY CANADA:** Under the *Radiocommunications Act*, the Minister of Industry has sole jurisdiction over inter-provincial and international communication facilities. The final decision to approve and licence the location of Antenna Systems is made only by Industry Canada. In June 2007, Industry Canada issued an update to its *Radiocommunication and Broadcasting Antenna Systems Client Procedures* (CPC-2-0-03-15) which outline the process that must be followed by Proponents seeking to install or modify Antenna Systems, effective January 1, 2008.(1)

Industry Canada also requires that Proponents intending to install or modify an Antenna System notify and consult with Municipality (Land Use Authority), and the local community within a Prescribed Distance from the proposed structure. Industry Canada also published a Guide to Assist Land-use Authorities in Developing Antenna Siting Protocols in January 2008, stating that it “considers that the Municipality’s and local residents’ questions, comments and concerns are important elements to be considered by a Proponent seeking to install, or make modifications to, an antenna system.” The CPC also establishes a dispute resolution process to be used where the Proponent and Municipality have reached an impasse.

**ROLE OF THE TOWNSHIP:** The ultimate role of the Township is to issue a statement of concurrence or non-concurrence to the Proponent and Industry Canada. The statement considers the land use compatibility of the Antenna System, the responses of the affected residents and the Proponent’s adherence to the Protocol. The Township also guides and facilitates the siting process by:

- (a) Communicating to Proponents the particular amenities, sensitivities, planning priorities and other relevant characteristics of the area;
- (b) Developing the guidelines for Antenna Systems contained in Section 6 of this Protocol; and
- (c) Establishing a community consultation process, when warranted.

By working with Proponents throughout the siting process, beginning with preliminary notification and the site investigation meeting, the Township seeks to facilitate Antenna Systems installations that are sensitive to the needs of the local community.

**ROLE OF THE PROPONENT:** Proponents need to strategically locate Antenna systems to satisfy technical criteria and operational requirements in response to public demand. Throughout the siting process, Proponents must adhere to the antenna siting guidelines in the CPC, including:

- (a) Investigating sharing or using existing infrastructure before proposing new antenna-supporting structures (consistent with CPC-2-0-17 *Conditions of Licence for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*) ;
- (b) Contacting the Township to determine local requirements regarding Antenna Systems; and
- (c) Undertaking public notification and addressing relevant concerns as is required and appropriate.

**OTHER FEDERAL LEGISLATION:** Proponents additionally must comply with the following legislation and/or regulations, where warranted;

- (a) Health Canada’s Safety Code 6-Limits of Human Exposure to radiofrequency Electromagnetic Fields in the Frequency Range from 3 KNZ to 300 GHZ – Safety Code 6 (2009) (2)
- (b) The *Canadian Environmental Assessment Act*; and
- (c) NAV Canada and Transport Canada’s painting and lighting requirements for aeronautical safety.

### SECTION 3 DEFINITIONS

1. Antenna System: an exterior transmitting device – or group of devices – used to receive and/or transmit radio-frequency (RF) signals, microwave signals, or other federally-licensed communications energy transmitted from, or to be received by, other antennas. Antenna Systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter. This protocol most commonly refers to the following two types of Antenna Systems.
  - (a) Freestanding Antenna System: a structure (e.g. tower or mast) built from the ground for the expressed purpose of housing an Antenna System or Antenna Systems.
  - (b) Building/Structure-Mounted Antenna system: an Antenna System mounted on an existing structure, which could include a building wall or rooftop, a light standard, water tower, utility pole or other.
2. Co-Location: the placement of antennas and equipment operated by one or more Proponents on a telecommunication Antenna System operated by a different Proponent, thereby creating a shared facility.
3. Community Sensitive Locations: land on which the siting of a new Antenna Systems is discouraged, or requested to be subject to greater consultation than otherwise dictated by the standard protocol. Such locations may be defined in local zoning bylaws, community plans or statutory plans.
4. Designated Community Association: area-or neighbourhood-specific group that is recognized by the Township.
5. Designated Township Officer (And His or Her Designate): the Township staff member(s) tasked with receiving, evaluating and processing submissions for telecommunication Antenna Systems. The Designated Township Officer's name and contact information is provided in the Antenna System Siting Flowchart provided in this protocol.
6. Heritage Structures/Areas: building and structures (e.g. monuments) or areas/neighbourhoods receiving a heritage designation by the Township.
7. Other Agencies: bodies (e.g. boards or commissions) that administer public services but are not operated or staffed by the Township.
8. Prescribed Distance: measured horizontally from the base of the proposed Freestanding or Building/Structure-Mounted Antenna System. (3)
9. Proponent: a company or organization proposing to site an Antenna System (including contractors undertaking work for telecommunications carriers) for the purpose of providing commercial or private telecommunications services, exclusive of personal or household users.(4)

10. Residential Area: lands used or zoned to permit residential uses, including mixed uses (i.e. where commercial use is permitted at grade with residential use above).

#### **Section 4 Excluded Structures**

This section outlines the criteria for identifying Antenna Systems excluded from the consultation process by Industry Canada, the need to consider local circumstances for all exempt structures and the process for Proponents to notify and discuss proposed exempt structures with the Municipality. Depending on the Antenna System proposed and the proposed system's proximity to discouraged locations (i.e. within the Prescribed distance from the nearest Residential Area), structures typically excluded by Industry Canada may be required to follow all or part of the pre-consultation, proposal submission and public consultation identified in this protocol.

#### **4.1 Exemptions from Antenna System Siting Proposal Review and Public Consultation**

For the following types of installation, Proponents are generally excluded by Industry Canada from the requirement to consult with the municipality and the public, must still fulfill the General Requirements outlined in Section 7 of the CPC:

- (1) New Antenna Systems, including masts, towers or other antenna-supporting structure, with a height of less than **15 metres** above ground level **except where required by the Township as per Section 4.2.2**;
- (2) Maintenance of existing radio apparatus including the Antenna system, transmission line, mast, tower or other antenna-supporting structure;
- (3) Addition or modification of an Antenna System (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna-supporting or other radio apparatus to existing infrastructure, a building, water tower, etc., including additions to rooftops or support pillars, provided:
  - (a) the addition or modification does not result in an overall height increase above the existing structure of 25% of the original structure's height;
  - (b) the existing Antenna System is at least 15 metres in height; (5) and
  - (c) the existing Antenna System has not previously been modified to increase its original height by 25%; (6)
- (4) Maintenance of an Antenna System's painting or lighting in order to comply with Transport Canada's requirements; and
- (5) Installation, for a limited duration (typically not more than 3 months), of an Antenna System that is used for a special event, or one that is used to support local, provincial, territorial or national emergency operations during an emergency or special event. (7)

The CPC also states that: Individual circumstances vary with each Antenna system installation and modification, and the exclusion criteria above should be applied in consideration of local circumstances. Consequently, it may be prudent for the Proponents to consult the Municipality and the public even though the proposal meets an exclusion noted above. Therefore, when applying the criteria for exclusion, Proponents should consider such things as:

- The Antenna System's physical dimensions, including the antenna, mast, and tower compared to the local surroundings;
- The location of the proposed Antenna System on the property and its proximity to neighbouring residents;
- The likelihood of an area being a Community-Sensitive Location; and
- Transport Canada marking and lighting requirements for the proposed structure.

## 4.2 Notification and Municipal Review of Exempt Antenna Systems

Notwithstanding Industry Canada's exemption criteria for certain Antenna systems, Municipalities should be informed of all new Antenna System installations within their boundaries so they can:

- Be prepared to respond to public inquiries once construction/installation has begun;
- Be aware of site Co-location within the Township;
- Maintain records to refer to in the event of future modifications and additions; and
- Engage in meaningful dialogue with the Proponent with respect to the appearance of the Antenna System and structure prior to the Proponent investing in full design.

Therefore, Proponents are required to undertake the following steps for **all exempt Antenna System Installations before commencing construction.**

### 4.2.1. Building/Structure Mounted Antenna System:

The Proponent will in all cases provide the following information for all new Antenna Systems or modifications to existing Antenna Systems that are mounted to an existing structure, including (but not limited to) a building/rooftop, water tower, utility pole or light standard.

1. The proposed location, including the address and location on the lot or structure;
2. A short summary of the proposed Antenna system including a preliminary set of drawings or visual rendering of the proposed system; and
3. A description of how the proposal meets one of the Section 4.1 exclusion criteria.

The Township will review the documentation and will contact the Proponent where there is a site-specific basis for modifying the exemption criteria based on the preferences and sensitivities expressed in Section 6 of this Protocol. In such cases, the Township and the Proponent will work toward a mutually agreeable solution, which may include the Township requesting the proposal be subject to all or part of the pre-consultation, proposal submission and public consultation process defined in Section 5, 7 and 8 of this Protocol, as applicable, concluding with a letter of concurrence or non-concurrence.

**Proponents should anticipate that the Township will request that all proposals for new Freestanding Antenna Systems and additions to existing Freestanding Antenna Systems that are proposed within the Prescribed Distance from the nearest Residential Area be subject to pre-consultation, proposal submission and public consultation process. For this reason, Proponents are strongly encouraged to initiate this process before investing in a final design or site.**

## 4.3 Exemptions from Public Consultation

In addition to Industry Canada's basic exemptions listed in subsection 4.1, the following types of Antenna Systems are exempt from the public consultation requirement by the Township.

1. New Antenna Systems which will be located outside the Prescribed Distance (as identified in Section 3) from the nearest Residential Area
2. Notwithstanding subsection (1) above, the Township may, on a case-by-case basis, exempt a Proponent from all or part of the consultation requirements under section 8 of this Protocol. (8) For example, exemptions may be granted where the proposed location is separated from a Residential or Heritage Area or structure by an arterial roadway, and or is buffered by substantial tree cover, topography, or buildings.

## 4.4 Siting on Municipal-Owned Properties

Any request to install an Antenna system on lands by the Township shall be made to the appropriate official dealing with Township properties, in accordance with Township policy. (9)

## **Section 5 Pre-Consultation with the Township**

Pre-consultation is one of the most important elements in the antenna siting process as it generally occurs at a point before the Proponent is committed to a site or design. As a result it represents the best opportunity to influence the siting decision since the Proponent will more likely become committed to a site once the detailed engineering has been completed. While a discussion of submission requirements is appropriate the proposal will benefit most from early direction on matters of siting and design. Proponents are strongly encouraged to initiate pre-consultation as early as possible in the antenna siting process for exempt and non-exempt structures.

Prior to submitting an Antenna system proposal, including Freestanding Antenna Systems or additions to Freestanding Antenna systems as may be required under Section 4.2.2, the Proponent will undertake the following preliminary consultations with the Township.

### **5.1 Notification**

Proponents will notify the Designated Township Officer that locations in the community are being physically assessed for potential Antenna System siting.

### **5.2 Site Investigation Meeting with the Township**

Prior to submitting an Antenna System siting proposal, the Proponent will initiate a site investigation meeting with the Township.

The purpose of the site investigation meeting is to:

- Identify preliminary issues of concern;
- Identify requirements for public consultation (including the need for additional forms of notice and a public information session; and
- Identify the need for discussions with any Township Department and Other Agencies as deemed necessary by the Designated Township Officer.

Where the township has an initial concern with the proposed siting of the proposal they will make known to the Proponent alternative locations within the Proponents search area for consideration.

The Proponent will bring the following information to the site investigation meeting: (10)

1. The proposed location;
2. Potential alternative locations;
3. The type and height of the proposed Antenna System;
4. Preliminary drawings or visual renderings of the proposed Antenna system superimposed to scale; and
5. Documentation regarding the investigation of co-location potentials on existing or proposed Antenna systems within 500 metres of the subject proposal.

If desired by both the Proponent and the Township, multiple Antenna System siting proposals may be reviewed at a site investigation meeting.

### 5.3 Confirmation of Township Preferences and Requirements

Following the site investigation meeting, township staff will provide the Proponent with an information package that includes:

1. This Protocol, which outlines the approval process, excluded structures, requirements for public consultation and guideline regarding site selection, co-location, installation, design and landscaping;
2. Proposal submission requirements;
3. A list of plans and studies that may be required (i.e. environmental impact statements);
4. A list of Township Departments and Other Agencies to be consulted; and
5. An indication of the Townships preferences regarding Co-location for the site(s) under discussion.

To expedite the review of the proposal, the Proponent will review this information package before the proposal is submitted so that the interests of the Township Departments are taken into account. The Proponent is encouraged to consult with the affected Department as well as the Designated Township Officer before submitting the proposal.

### Section 6 Development Guidelines

Antenna systems should be sited and designed to respect local sensitivities and preferences as identified by the Township.

The Township has set out a number of guidelines under the following criteria for the selection of sites and or construction of new Antenna Systems:

- **Location, including Co-location; and**
- **Development and Design Preferences**

The Proponent should review the guidelines identified below as early as possible, and should attempt to resolve any outstanding issues prior to submitting its Antenna Systems siting proposal and undertaking public consultation, where required by the Township. Because expressed preferences may be location-or site specific, the Proponent is encouraged to discuss the guidelines fully with the Township at the site investigation meeting.

Proponents are also required to obtain all applicable building permits for additions and or modifications of existing buildings.

#### 6.1 Location

Co-location: Before submitting a proposal for an Antenna System on a new site, the Proponent must explore the following options:

- Consider sharing an existing Antenna System, modifying or replacing a structure if necessary;
- Locate, analyze and attempt to use any feasible existing infrastructure, including (but not limited to) rooftops, water towers, utility poles or light standards.

Where Co-location on an existing Antenna system or structure is not possible, a new Antenna system should be designed with Co-location capacity, including in Residential Areas when identified as the Township's preference.

The Township recognizes that the objective of promoting Co-location and the objective of making Antenna Systems less noticeable may sometimes come into conflict. Nevertheless, the Township intends to review each submission on its merits with a view to promoting both objectives and, where necessary, will determine the appropriate balance between them. The Proponent should, in all cases, verify the Township's site specific design preferences during the pre-submission consultation process before investing in a final design or site.

**Preferred Locations:** When new Antenna Systems must be constructed, where technically feasible, the following locations are preferred:

- Areas that maximize the distance from Residential areas.
- Industrial and commercial areas.
- Mounted on buildings or existing structures within the downtown area.
- Areas that respect public views and vistas of important natural or manmade features.
- Agricultural areas.
- Transportation and utility corridors.
- As near as possible to similarly scaled structures.
- Institutional uses where appropriate, including, but not limited to, those institutions that require telecommunications technology: emergency services, hospitals.
- Adjacent to parks and green spaces.
- Located in a manner that does not adversely impact view corridors.
- Other non-Residential Areas where appropriate.

**Discouraged Locations:** New Antenna Systems should avoid the following areas:

- Locations directly in front of doors, windows, balconies or residential frontages.
- Ecologically significant natural lands.
- Riverbank lands.
- Inappropriate sites located within Parks and Open Space Areas (with the exception of sites zoned to permit utilities and/or unless designed to interact with the area's character).
- Sites of topographical prominence.
- Heritage areas (unless visibly unobtrusive) or on heritage structures unless it forms an integrated part of the structure's overall design (i.e. through the use of stealth structures).
- Pitched roofs.
- Community Sensitive Locations as defined by the Township.

## 6.2 Development and Design Preferences

Antenna systems should be designed in terms of appearance and aesthetics to respect their immediate surroundings (e.g. Residential, Parkland, Heritage etc.), including being unobtrusive and inconspicuous, minimizing visual impact, avoiding disturbance to natural features and reduce the need for future facilities in the same area, where appropriate. The Township's preferred design and development preferences are described below.

The Township will identify to the Proponent which of the following development and design preferences are encouraged in the proposed location.

### **Style and Colour:**

- The architectural style of the Antenna system should be compatible with the surrounding neighbourhood and adjacent use. (Example: monopole near Residential area or lattice-style in industrial areas).
- In all instances the proponent should mitigate negative visual impacts through the use of appropriate landscaping, screening, stealth design techniques, etc.
- An Antenna System may be designed or combined as a landmark to resemble features found in the area, such as a flagpole or clock tower, where appropriate, subject to any zoning approvals required for the landmark feature.
- In the downtown area, the design of Antenna Systems should be generally be unobtrusive and consistent with Downtown Design Guidelines.
- Towers and communication equipment should have a non-reflective surface.

- Special design treatments should be applied to Antenna Systems proposed to be located within parks and open space areas or on listed Heritage buildings and/or sites to make the system unobtrusive.
- Cable trays should generally not run up the exterior faces of buildings.
- Antennas that extend above the top of a supporting utility pole or light standard should appear (e.g. in colour, shape and size) to be a natural extension of the pole.

**Buffering and Screening:**

- Antenna systems and associated equipment shelters should be attractively designed or screened and concealed from ground level or other public views to mitigate visual impacts. Screening could include using existing vegetation, landscaping, fencing, or other means in order to blend in with the built and natural environments.
- A mix of deciduous and coniferous trees is preferred to provide year round coverage.
- Where adjacent to a principal building, equipment shelters should be constructed of a material similar in appearance to at least one of the materials used in the facades of the principal building and one of the same colours used in the principal building.

**Structure:**

- Single operator towers (i.e. monopoles) are generally unobtrusive and of low impact and may therefore be located near living areas.
- New structures in residential or high-traffic areas should consider multi-design (street lighting, electric vehicle charging, signage, Wi-Fi etc.).
- Individual wall-mounted antennas should be fixed as close to the wall as possible and should not project above the height of the wall face they are mounted on, in order to avoid visual clutter, and should be painted to match the wall colour for stealth.
- Facilities located on rooftops should not be visible (to the extent possible) from the street.
- The appropriate type of telecommunication antenna structure for each situation should be selected based upon the goal of making best efforts to blend in with the nearby surroundings and minimize the visual aesthetic impacts of the telecommunication antenna structure on the community.
- Pinwheel telecommunication antennas are discouraged.
- The use of guy wires and cables to steady, support or reinforce a tower is discouraged.

**Height:**

- The Township prefers that Freestanding Antenna Systems be a maximum of 30 metres in height, except in industrial areas. (18)
- Height for a Freestanding Antenna System must be measured from grade to the highest point on the structure, including lighting and supporting structure.
- Where Building/Structure Mounted Antenna Systems will exceed 25% of the height of the existing building, the Township prefers that the height not exceed measured from the top of the roof.

**Yards, Parking and Access:**

- Adequate yards, to be determined on a site-by-site basis, should separate Antenna Systems from adjacent development without unduly affecting the development potential of the lot over the lease period.
- Parking spaces, where provided at each new Antenna system site, should have direct access to a public right-of-way at a private approach that does not unduly interfere with traffic flow or create safety hazards.

**Equipment Cabinets in Public Spaces: (19)**

- Cabinets shall be designed in a manner which integrates them into their surroundings, including use of decorative wraps that are graffiti-resistant.
- Cabinet dimensions shall be minimal as possible.
- Cables and wires must be concealed or covered

**Signage and Language:**

- Small owner identification signs up to a maximum of 0.19 square metres may be posted on Antenna Systems and associated equipment shelters or perimeter fencing.
- No advertising sign or logo is permitted.
- Appropriate signage may also be used as part of screening or disguise. (20)
- Unless specifically required by Transport Canada and/or NAV Canada, the display of any lighting is discouraged.
- Where Transport Canada and/or NAV Canada requires a structure to be lit, the lighting should be limited to the minimum number of lights and the lowest illumination allowable, and any required strobe lighting should be set to the maximum strobe interval allowed by Transport Canada.
- The lighting on Antenna Systems and associated equipment shelters for security purposes is supportable provided it is shielded from adjacent residential properties, is kept to a minimum of lights and illumination intensity, where possible, is provided by a motion detector or similar system.

**Rooftop Equipment:**

- Equipment shelters located on the roof of a building should be set back from the roof edge to the greatest extent possible, and painted to match the building.

## Section 7 Proposal Submission

For a proposed Antenna System, except for cases in which a consultation is not required as per Section 4.2.1 or the Township has not requested consultation as per section 4.2.2, the Proponent will submit to the Township an Antenna System siting proposal and the applicable fee.

### 7.1 Proposal Submission Requirements

The Proponent must include the following information when submitting an Antenna System siting proposal:

1. A letter or report from the Proponent indicating the need for the proposal, the proposed site, the rationale for site selection, coverage and capacity of existing Antenna Systems in the general area and a summary of opportunities for Co-location potentials on existing or proposed Antenna Systems within 500 metres of the subject proposal;
2. Visual rendering(s) of the proposed Antenna System superimposed to scale;
3. A site plan showing the proposed development on the site
4. A map showing the horizontal distance between the property boundary of the proposed site and the nearest property in residential use;
5. For Antenna Systems requiring public consultation, a map showing all properties located within the Prescribed Distance from the proposed Antenna System (11)
6. Confirmation of legal ownership of lands subject to the proposal, or a signed letter of authorization from the registered property owner of the land, their agent, or other person(s) having legal or equitable interest in the land;
7. An attestation that the Antenna System will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices; and
8. Any other documentation as identified by the Township following the site investigation meeting. (12)

A determination on the completeness of an application or request for additional information will be provided within **five working days** of receipt of the proposal.

Upon receipt of a complete proposal submission, the Township will circulate the proposal for review and comment to:

1. Affected Township Departments; and
2. Any adjacent Municipalities within the Prescribed Distance. (13)

### 7.2 Fees

The fees are paid upon submission, \$1,000.00 plus H.S.T. plus applicable building permit fees;

## Section 8 Public Consultation

If the proposed Antenna system is not exempt from the public consultation process as per the requirements in Section 4, the Proponent will initiate the following public consultation process, including issuing notice, undertaking written consultation, hosting a public information session where required and reviewing the consultation results with the Township.

### 8.1 Notice Recipients

After the proponent has submitted an Antenna Systems siting proposal, the Proponent will give notice to:

1. All affected residential properties within the Prescribed Distance;
2. All Designated Community Associations within the Prescribed Distance;
3. Any adjacent municipalities within the Prescribed Distance;
4. The Designated Municipal Officer; and
5. The Industry Canada regional office.

The Township will assist the Proponent in compiling a mailing list of addresses of the affected residences within the Prescribed Distance from the proposed Antenna system. (14) The Township may charge a fee for this service.

### 8.2 Notice Requirements

The notice will be sent by regular mail or hand delivered, a minimum of 30 days before the public information session (where a public information session is required) and include;

1. Information on the location, height, type, design and colour of the proposed Antenna System; including a 21 cm x 28 cm (8" x 11") size copy of the site plan submitted with the application;
2. The rationale, including height and location requirements, of the proposed Antenna system;
3. The name and contact information of a contact person for the Proponent;
4. The name and contact of the Designated Township Officer;
5. An attestation that the Antenna System will respect Health Canada's Safety Code 6 which sets safe radiofrequency emission levels for these devices;
6. The date, time and location of the public information session where required; and
7. A deadline date for receipt by the proponent of public responses to the proposal.
  - a) Where a public information session is required, the deadline date must be no more than five days before the date of the session.
  - b) Where a public information session is not required, the deadline date must be at least 30 days after the notices are mailed.

The notification shall be sent out in an envelope addressed to the "Occupant" and shall clearly show in bold type on the face of the envelope the statement:

**Urban Area:** a radius of 120 metres or three times the height of the tower, whichever is greater, of the proposed telecommunications facility, unless otherwise increased by Planning Advisory Committee and/or the Chief Building Official.

**Rural Areas:** a radius of 300 metres of the proposed telecommunications facility, unless otherwise increased by Planning Advisory Committee and/or the Chief Building Official.

*Note: With respect to the minimum circulation distances, the Planning Advisory Committee and the Chief Building Official have the authority to increase the notification area if desired to address potential impacts on a community in proximity to the proposal.*

## **“NOTICE FOR RESIDENTS WITHIN OF A NEW PROPOSED CELL TOWER. INFORMATION IS ENCLOSED.”**

The Township may also require the Proponent, based on local conditions, to provide additional forms of notice as deemed necessary. Additional notification requirements will be identified by the Township during or following the site investigation meeting. Other forms of notification may include, but are not limited to:

- A large format notice board sign or signs, posted on the site of the proposed Antenna System, that is clearly visible from any roadway abutting the site;
- Publication of the notice in a local newspaper(s); and/or,
- Hand delivery to specified buildings.

### **8.3 Written Consultation Process**

Following the delivery of the notification, the Proponent will allow the public to submit written comments or concerns about the proposal.

The Proponent will:

1. Provide the public at least 30 days to submit questions, comments or concerns about the proposal;
2. Respond to all questions, comments or concerns in a timely manner (no more than 60 days from the date of receipt); and
3. Allow the party to reply to the Proponent's response (providing at least 21 days for public reply comments).
4. Keep a record of all correspondence that occurred during the written consultation process. This includes records of any agreements that may have been reached and/or any concerns that remain outstanding.
5. Provide a copy of all written correspondence to the Township and the Industry Canada regional office.

### **8.4 Public Information Session**

The Township may request the proponent chair a public information session in cases where there is significant public interest in the proposed Antenna System. The type of public meeting to be conducted (open house, drop-in or town hall format) is up to the discretion of the Proponent, however:

- An appropriate date, time and location for the public information session will be determined in consultation with the Designated Township Officer.
- The Proponent will make available at the public information session an appropriate visual display of the proposal, including a copy of the site plan submitted with the application and an aerial photograph of the proposed site.

The Proponent will provide the Township with a package summarizing the results of the public information session containing a minimum, the following:

1. List of attendees, including names, addresses and phone numbers, where provided voluntarily;
2. Copies of all letters and other written communications received; and
3. A letter of response from the Proponent outlining how all concerns and issues raised by the public were addressed.

### **8.5 Post Consultation Process**

The Township and the Proponent will communicate following completion of the public consultation process (and arrange a meeting at the Township's request) to discuss the results and next steps in the process.

## **Section 9 Statement of Concurrence or Non-Concurrence**

### **9.1 Concurrence and Concurrence with Conditions**

The Township will provide a letter of concurrence to Industry Canada (copying the Proponent) where the proposals addresses, to the satisfaction of the Township, the requirements set out within this Protocol and the Township's technical requirements, and will include conditions of concurrence, if required. (15)

The Township will issue the letter of concurrence within the timeframe established in Section 10.

### **9.2 Non-Concurrence**

The Township will provide a letter of non-concurrence to Industry Canada (copying the Proponent) if the proposal does not conform to Township requirements as set out within this Protocol. The Township will also forward to Industry Canada any comments on outstanding issues, including those raised during the public consultation process.

The Township will issue the letter of non-concurrence within the timeframe established in Section 10.

### **9.3 Rescinding a Concurrence**

The Township may rescind its concurrence if following the issuance of a concurrence, it is determined by the Township that the proposal contains a misrepresentation or a failure to disclose all the pertinent information regarding the proposal, or the plans and conditions upon which the concurrence was issued in writing have not been complied with, and a resolution cannot be reached to correct the issue.

In such cases, the Township will provide notification in writing to the proponent and to Industry Canada and will include the reason(s) for the rescinding of its concurrence.

### **9.4 Duration of Concurrence**

A concurrence remains in effect for a maximum of three years from the date it was issued by the township. If construction has not commenced within this time period the concurrence expires and a new submission and review process, including public consultation as applicable, is necessary prior to any construction occurring. (16)

In addition, if construction has not commenced after two years from the date the concurrence was issued, the township requests that the Proponent send a written notification of an intent to construct to the Designated Township Officer and any Designated community Association once the work to erect the structure is about to start. This notification should be sent 60 days prior to any construction commencing. No further consultation or notification by the proponent is required.

### **9.5 Transfer of Concurrence**

Once concurrence has been issued, that concurrence may be transferred from the original Proponent to another Proponent (the current Proponent) without the need for further consultation provided that:

1. All information gathered by the original Proponent in support of obtaining the concurrence from the Township is transferred to the current Proponent;
2. The structure for which concurrence was issued to the original Proponent is what the current Proponent builds; and
3. Construction of the structure is commenced within the Duration of Concurrence period.

## **Section 10 Consultation Process Timeframe**

Consultation with the Township is to be completed within 60 days of the proposal being accepted as complete by the Township as explained in Section 7 of this Protocol.

Where public consultation is required, consultation with the Township and public consultation are both to be completed within 120 days of the proposal being accepted as complete by the Township.

The Township or proponent may request an extension to the consultation process timeline. This extension must be mutually agreed on by both parties.

In the event that the consultation process is not completed in 270 days, the proponent will be responsible for receiving an extension from the Township or reinitiating the consultation to the extent requested by the Township.

## **Section 11 Letter of Undertaking**

The Proponent may be required, if requested by the Township, to provide a Letter of Undertaking, which may include the following requirements:

1. The posting of a security for the construction of any proposed fencing, screening and landscaping;
2. A commitment to accommodate other communication providers on the Antenna System, where feasible, subject to the usual commercial terms and Industry Canada Conditions of Licence for mandatory Roaming and Antenna tower and site Sharing and to Prohibit Exclusive Site arrangement (CPC-2-0-17); and
3. All conditions identified in the letter of concurrence.

## **Section 12 Redundant Antenna System**

Municipalities can issue a request to network operators to clarify that a specific Antenna System is still required to support communication network activity. The network operator will respond within 30 days of receiving the request, and will provide any available information on the future status or planned decommissioning of the Antenna System.

Where the network operators concur that an Antenna system is redundant, the network operator and the Township will mutually agree on a timeframe to remove the system and all associated buildings and equipment from the site. Removal will occur no later than 2 years from when the Antenna system was deemed redundant.

## Appendix A

### Footnotes:

- (1) For additional information regarding Industry Canada's mandate and the application of its authority in the wireless telecommunications process, please consult Industry Canada's Spectrum Management and telecommunications Sector at <http://ic.gc.ca/spectrum>.
- (2) The Township does not assess any submission for an Antenna System with respect to health and radiofrequency exposure issues or any other non-placement of non-design related issues. Any questions or comments from the public may wish to make regarding health issues related to cell phones, cell towers and radiofrequency exposure guidelines (Safety Code 6) should be directed to Health Canada on-line at [healthcanada.gc.ca](http://healthcanada.gc.ca) and to the Proponent's representative.
- (3) Industry Canada recommends in the CPC a distance three times the height of the proposed tower. Other existing Municipal protocols have adopted a range of prescribed distances, e.g. six times the height of the proposed tower, a minimum of 100 meters, a minimum of 120 metres.
- (4) The Township may wish to apply this Protocol to amateur radio operators or, alternatively, introduce a separate review process for amateur radio installations.
- (5) Any modifications or additions to existing Antenna Systems 15 metres or less in height that would extend the height of the existing antenna above 15 metres will be subject to the consultation process as applicable.
- (6) The exemption for modifications or additions that increase the height of the existing system by 25% or less applies only once. Subsequent modifications or additions to the same structure will be subject to the consultation process as applicable.
- (7) The Township may grant, upon request, additional time for the removal of Antenna Systems used for a special event or emergency operation.
- (8) For example, the Township may decide to exclude certain proposals from the requirement to hold a public meeting, but not from issuing a public notification to affected property owners/tenants within the Prescribed Distance.
- (9) Existing Township procedures related to the leasing/selling of municipal-owned land to third parties may necessitate a consultation process irrespective of whether an exemption process is provided under this Protocol.
- (10) Proponents may prefer to attend the site investigation meeting without some of the required documents-particularly preliminary drawings-if it is waiting on Township feedback before setting on a final location, structure height or design. This should be confirmed with the Township. Such documents will be required to be provided following the meeting and prior to the Township providing the Proponent with the information package.
- (11) The Proponent may request to use the Township's mapping system.
- (12) For example, in cases where the Proponent commits to a design that includes Co-location capacity, the Township may require the Proponent to verify that other Proponents in the area have been notified of the potential co-location opportunities.
- (13) As part of the inter-municipal processes, the Township may also request that the Proponent notify adjacent Municipalities of greater distances, subject to review by the Municipality or at the request of the adjacent Municipality.
- (14) Notices may be delivered to a corporation instead of each unit owner.
- (15) The Township may, on case-by-case basis, include in writing specific conditions of concurrence such as design, screening or Co-location commitments.
- (16) For the purpose of this Protocol, construction will be deemed by the Township to have commenced when the preparation of a base for an antenna structure has been physically initiated or an existing structure is about to be altered in any way in preparation of an increase in height to that structure.
- (17) The land-use compatibility of Antenna systems may be guided by Township plans, design by-laws, relevant planning. (i.e. neighbourhood plans and antenna site pre-selection studies) and/or any other Township guiding document or policy.
- (18) The Township may require Proponents to take out a newspaper article for Freestanding Antenna Systems that are more than 30 metres in height, in addition to the public notification requirements listed in Section 8.
- (19) This section is intended to apply to mechanical equipment cabinets that are located in public spaces (e.g. at the bottom of a utility pole) and do not apply to cabinets that are located inside fenced areas (e.g. in industrial areas or on rooftops).
- (20) Township concurrence under this protocol does not include approval for associated signage. Proponents are required to obtain any necessary approvals for signage through the Township's development process or sign by-law as applicable.

## Schedule “B” By-law No. 0017-2014

### Telecommunication Towers, Antennas & Facilities Application

Please refer to the Township of North Huron “Telecommunication Tower and Antenna Protocol” for detailed submittal requirements and process guidelines.

The Telecommunication Tower, Antennas and Facilities Application will not be considered complete and consequently not be processed without the following minimum requirements:

1. A Completed Telecommunication Application Form- A complete application and ALL required attachments are to be submitted prior to review including the “Owner’s Authorization” form where applicable, and the Environmental Site Screening Checklist.
2. Fees-Fees are paid upon submission. New telecommunication tower: \$1,000.00 plus H.S.T. plus applicable building permit fees. Note: In some cases, additional fees from external agencies may be required and will be payable to the appropriate agency.
3. Submission-Two (2) copies of the required plans should be submitted to the Township of North Huron, 274 Josephine Street, PO Box 90, Wingham, ON, N0G 2W0. Applications may be submitted electronically to [dblack@northhuron.ca](mailto:dblack@northhuron.ca) Application packages must include:
  - Site Plan (with dimensions and site statistics including property lines, setbacks, limit of hazards, buffering, fences, landscaping, type and height of proposed facility, areas of access, parking etc.)
  - Elevation Plan – showing Tower Design
  - Map – showing the horizontal distance between the tower installation and nearest residential zone of the closest residential dwelling in a non-residential and/or institutional building
4. Documents-Cover letter and Justification Report, outlining details of the proposal, the required statements and attestations, and whether co-location is possible, etc. to be submitted with the application as required.

For Information:

Staff Contact: \_\_\_\_\_  
Chief Building Official

Mailing Address: P.O. Box 90  
Wingham, ON  
N0G 2W0

Telephone: 519-357-3550 ext. 41

Fax: 519-357-1110

Email:

Website: [www.northhuron.ca](http://www.northhuron.ca)

## Telecommunication Towers, Antennas & Facilities Application

<b>Office Use:</b>					
<b>Date Received:</b>		<b>Fee Received Y/N</b>		<b>File Number:</b>	
<b>Applicant:</b>		Applicant is:		Owner Y/N or Authorized Agent of Owner: Y/N	
Last Name		First Name		Company Name	
Street Address:				Municipality	
Province		Postal Code		Email	
Telephone Number		Fax		Mobile Number	
Applicant's Interest (State whether applicant is owner/prospective owner/lease)					
<b>Registered Owner</b> Include Name(s) and Title(s) of those authorized to bind if a Corporation					
Last Name		First Name		Company Name	
Street Address:				Municipality	
Province		Postal Code		Email	
Telephone Number		Fax		Mobile Number	
Primary contact for "ALL: future correspondence: Owner Y/N or Applicant Y/N					
<b>Property Information</b>					
Lot		Concession		Ward	
Municipal Address				Assessment Roll #	
Lot Area		Lot Depth		Lot Frontage	
<b>Existing Conditions/Development</b>					
Existing Uses: (Note: Please provide a complete description of operations)					
Date of Construction (and dates of addition(s))			Gross Floor Area (GFA) of each building by use:		
<b>Water:</b>		<b>Wastewater:</b>		<b>Stormwater:</b>	
Municipal Y/N or Private Y/N		Municipal Y/N or Private Y/N		Urban Y/N or Rural Y/N	
Existing Y/N or Proposed Y/N		Existing Y/N or Proposed Y/N		Existing Y/N or Proposed Y/N	

# Telecommunication Towers, Antennas & Facilities Application

## Proposed Tower, Antenna and/or Facility Information

Is the proposed tower located on Township owned property? Y/N

Type of proposed tower:

Height of proposed tower:

Size of Equipment Shed/Mechanical Compound:

Distance to the nearest residential zone:

Distance to the nearest residential use in a non-residential zone:

Distance to the nearest institutional use:

If applicable, please identify the type of institutional use:

Does the proposal meet any of the exclusion criteria?  
If yes, describe which one(s). Y/N

Is the proposal within 500 metres of an adjacent municipality or governing body that has jurisdiction in the area? Y/N

If yes, which municipalities have you contacted?

County of Huron

Adjacent Municipality (name)

Conservation Authority (name)

School Board (name)

Ministry of Transportation

Others

**Zoning:**

**Official Plan Designation:**

**Additional Information:**

# Telecommunication Towers, Antennas & Facilities Application

## Owner's Authorization:

With respect to lands owned by:

\_\_\_\_\_  
(Owner's Name/Corporate Signing Authority)

Known as:

\_\_\_\_\_  
(Legal Description and Municipal Address of Lands)

Declare that I, the registered owner of the lands described in this application, have examined the contents of this application and hereby certify the information submitted with the application is correct insofar as I have knowledge of these facts, and I hereby authorize:

\_\_\_\_\_  
(Name of Agent)

\_\_\_\_\_  
(Name of Company)

To act on my behalf in this matter.

!We further consent to the Township of North Huron or a representative thereof, inspecting the subject lands and structures:

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
(Signature of Owner)\*

*\*Note: This document must be submitted with an original signature of the registered owner.*

*The personal information collected on this form will be used by the Township in the processing of Telecommunications Towers, Antennas and Facilities applications. The information may be used by other departments and agencies for the purpose of assessing the proposal and preparing comments to the Township and approval authority only.*



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers, CAO  
**DATE:** 06/02/2017  
**SUBJECT:** Amendment to Acknowledgement Policy  
**ATTACHMENTS:** Acknowledgement Policy

---

## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the report of the CAO concerning the Acknowledgement Policy for information;

AND FURTHER THAT the Human Resources Acknowledgement Policy #D-2.7 is hereby rescinded;

AND FURTHER THAT the Policy provisions for acknowledgement of birth, illness or death of family members shall remain in effect until a replacement policy has been adopted by Council;

AND FURTHER THAT the current policy concerning retirement gifts shall be honoured for any employee with a retirement date of May 31<sup>st</sup>, 2017 or earlier, provided that written confirmation of the employee's intention to retire is provided to the Human Resources Department by February 17<sup>th</sup>, 2017.

## **EXECUTIVE SUMMARY**

Human Resources Policy #D-2.7 (attached) sets out acknowledgements that will be given to Township employees for such things as illness, births, death of family members and retirement. Council has requested that this policy be rescinded and replaced with something more consistent with similar policies for other municipalities. The currently policy provides for a retirement gift of 2% of an employee's annual salary/wages, plus \$10 per year of service. Although the policy does not specifically state which employment statuses are eligible, it has been granted only to permanent full time employees.

## **DISCUSSION**

The Human Resources Working Group reviewed the Acknowledgement Policy in comparison to other municipalities' policies concerning the provision of retirement gifts. The North Huron policy is inconsistent in the following ways;

- There is no minimum length of service requirement for an employee to be eligible for a retirement gift. Most policies require a minimum of 5 years of service to be eligible to receive a gift.
- The policy doesn't state the employment status required for eligibility. i.e. full time, part time, etc.
- A monetary retirement gift is typically based on a dollar amount per year of service (after the minimum service requirement is met) such as the \$10 per year of service specified in North Huron's policy, however no examples were found where a percentage of annual salary is provided in addition.
- There is no cap on the amount of the gift.

The Township of North Huron wishes to acknowledge and show appreciation for employees who have served the Township and are transitioning to retirement. All Human Resources Policies should be fair, equitable, and consistent with industry standard.

The Human Resources Working Group, in conjunction with the Senior Management Team, are currently reviewing all Human Resources policies. A new draft retirement gift policy has been developed and has been circulated to the Senior Management Team for comment. When a final draft is ready, it will be submitted to Council for their consideration.

In the meantime, Council may institute a short transition period to allow any current employees who know they are going to retire to be grandfathered under the current policy. The CAO recommends that a memo be circulated to all staff to advise them that the Township will honour the current policy for any employee with a retirement date of May 31<sup>st</sup>, 2017 or earlier, provided that they submit a letter by February 17<sup>th</sup>, 2017, confirming their intention to retire.

It is also recommended that the policy provision for a gift in the amount of \$50 for exiting employees be deleted. In this case, it is typical practice that co-workers take up a collection if they wish to provide a gift to a co-worker who is moving on to other employment.

**FINANCIAL IMPACT**

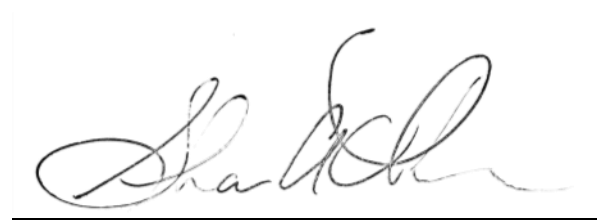
The current policy provides retirement gifts for North Huron employees that are inconsistent with other samples that were collected. For example, when the North Huron policy is compared to the County of Huron policy, an employee with an annual salary of \$65,000 and 20 years of service would receive a monetary gift of \$1,500. The Huron County employee would receive a retirement gift of \$300 because their policy contains a cap.

**FUTURE CONSIDERATIONS**

The revised policy will be incorporated into the new Human Resources Policy manual, which is expected to be presented to Council in the Fall of 2017.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal # 4 - Our administration is fiscally responsible and strives for operational excellence



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Sharon Chambers, CAO

<b>Section:</b> Compensation	<b>Policy Number:</b> D-2.7
<b>Sub-section:</b> Benefits	<b>Effective Date:</b> January 2009
<b>Subject:</b> Donations	<b>Revision Date:</b> September 27, 2010
<b>Page:</b> 1 of 2	

## Acknowledgements

### ***Purpose:***

To provide a consistent format for acknowledging events which occur periodically with staff.

### ***Policy:***

In the event of an illness involving a hospital stay for more than 2 nights of an employee or employee's spouse, the Township will circulate a card and a gift (i.e. flowers or fruit basket) valued at up to \$25.00 will be sent.

In the event of a birth by an employee or spouse of an employee, the Township will circulate a card and a gift valued at up to \$25.00 will be sent.

In the event of the death of an employee or any of their immediate family members, the Township will circulate a card and make a donation to a specified charity or send flowers valued at up to \$50.00. This is the same for past employees that were employed for 10 years or more with the Township.

Immediate family includes:

- spouse including same sex or common law partner
- children/stepchildren
- your mother or father, stepmother or stepfather
- your brother or sister
- your daughter or son in-law
- your mother-in-law or father-in-law
- grandchild

In the event of retirement of an employee a gift in the amount of \$10.00/year of service plus 2% of their final year's base salary.

In the event that an employee voluntarily leaves the Township, the Township will circulate a card and provide a donation in the amount of \$50.00, providing they have been an employee of the Township for a minimum of five years.

<b>Section:</b> Compensation	<b>Policy Number:</b> D-2.7
<b>Sub-section:</b> Benefits	<b>Effective Date:</b> January 2009
<b>Subject:</b> Donations	<b>Revision Date:</b> September 27, 2010
<b>Page:</b> 2 of 2	

In all circumstances, it is the responsibility of the Department Head to notify the CAO/Clerk's office for all such events.

Persons wishing to arrange anything in addition to the set guidelines, or in the event of circumstances that do not meet the guidelines, are free to do so at their own expense.

# Maitland Valley Conservation Authority



*Providing leadership to protect and enhance our water, forests and soils!*

January 30, 2017

Township of North Huron  
P.O. Box 90  
Wingham, Ontario  
N0G 2W0

Attention: Reeve Neil Vincent

Dear Reeve Vincent and Council:

## **Re: 2017 Priorities, Work Plan and Budget**

I am writing to you at this time to outline the MVCA's priorities for the next year along with our proposed budget for 2017.

The Board has decided to focus our limited resources on strengthening our Flood and Erosion Safety Services and Watershed Stewardship Extension Services. This means that we will be making changes to other services and infrastructure in non-core areas, such as Conservation Areas. These changes are outlined in MVCA's 2016-2018 Work plan. A summary of the three year work plan is enclosed.

One of our biggest challenges is dealing with infrastructure that the Authority has identified to be surplus to our needs. We are in the process of evaluating each piece of surplus infrastructure and looking at the options for dealing with each one.

We are also moving forward with our plan to stabilize the MVCA's financial base while limiting levy increases to a maximum of \$58,000 a year over the next three years.

The attached information sheet outlines our priorities for 2017. If you have any questions related to our priorities for the coming year, please do not hesitate to contact your Director on MVCA's Board.

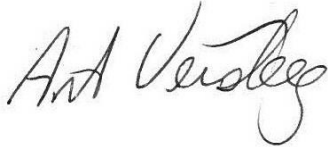
The MVCA's Board has developed a draft budget for 2017. The total budget for 2017 is \$3,229,143. A copy of the draft budget and levy schedule is enclosed with this letter.

MAITLAND VALLEY CONSERVATION AUTHORITY  
1093 Marietta Street, Box 127, Wroxeter, ON N0G 2X0  
519 335-3557 Fax: 519 335-3516 Email: [maitland@mvca.on.ca](mailto:maitland@mvca.on.ca)

MVCA's Board of Directors plans to finalize the 2017 budget on Wednesday, March 15, 2017. If your municipality has any comments regarding the 2017 priorities and/or budget, please forward them to your Director, Jim Campbell and Phil Beard, General Manager/Secretary-Treasurer, by March 8, 2017.

In closing, I would like to thank Council for their support in 2016 and we look forward to working with you in 2017.

Yours sincerely,

A handwritten signature in cursive script that reads "Art Versteeg". The signature is written in black ink and is positioned above the typed name.

Art Versteeg, Chair  
Maitland Valley Conservation Authority

# Maitland Conservation MUNICIPAL UPDATE January 2017

## WHO WE ARE

- The Maitland Valley Conservation Authority is jointly owned by its member municipalities.
- Conservation Authorities are established by the provincial government at the request of municipalities. The activities of Maitland Conservation are driven by local municipalities, landowners and community organizations.
- We are committed to providing effective community-based conservation services in a cost efficient manner.



Grassed waterway installed in the Garvey-Glenn watershed, 2016.

## OUR PRIORITIES

Maitland Conservation is working to protect and enhance water, forests and soils in the Maitland and Nine Mile River watersheds. We are focussing our services on the impacts of a rapidly changing climate. Specifically we are:

1. Strengthening Flood & Erosion Safety Services to help municipalities reduce the potential for loss of life, property damage and social disruption due to flooding, as well as bluff and gully erosion along the Lake Huron shoreline. Several thousand people live and work in flood-prone areas across the watershed. Along the shoreline there is over \$366 million dollars worth of land and development in areas prone to bluff erosion. An additional 2,000 acres of land, worth close to \$90 million, is at risk from gully erosion.
2. Strengthening Watershed Stewardship Services to reduce the potential for soil erosion, nutrient loss, and damage to drainage and road infrastructure located in vulnerable areas.
3. Developing a stable financial base to provide the support municipalities and landowners need to develop a more resilient and prosperous watershed.



## 2017 KEY ACTIVITIES

### Flood and Erosion Safety Services

Key Functions: regulation of activities in hazardous areas to prevent the loss of life and reduce property damage due to flooding and erosion; flood forecasting; assisting municipalities with flood and erosion emergency preparedness.

- Updating of regulation policies for wetlands and watercourses.
- Update of shoreline and gully erosion mapping to improve the accuracy of erosion risk information.
- Harriston Floodplain Mapping Project - collection of flow data to improve floodplain mapping for the area.
- Develop an awareness strategy about the MVCA's development regulation. The intent is to improve understanding about the risks of developing or altering floodplains, river valleys, shoreline areas, wetlands and watercourses.
- Develop a climate trends and impacts education strategy for municipalities, staff and Directors.

### Watershed Stewardship Services

Key Functions: assist municipalities and landowners to manage rural stormwater and to develop conservation systems (reforestation, berms, etc.) that reduce damage to drainage infrastructure and cut soil and nutrient losses from farmland.

- Identify areas at high risk for runoff and erosion. Develop strategies to encourage landowners to adopt conservation practices that will reduce erosion and build soil health.
- Promote living snow fence opportunities in priority areas.
- Identify lower cost approaches to reducing non-point source pollution, especially methods to prevent, trap and treat runoff.
- Develop a water quality monitoring plan for the Middle Maitland Headwaters area.

### Conservation Area Services

Key Function: management of 28 Conservation Areas (4,600 acres).

- Develop direction on status of Logan & Maitland Mills with the MVCA Board.
- Naturalization plantings at Administration Centre.
- Reforestation of marginal agricultural land at Saratoga Swamp.
- Ash tree removal and replacement at several Conservation Areas.



## Flood and Erosion Safety Services

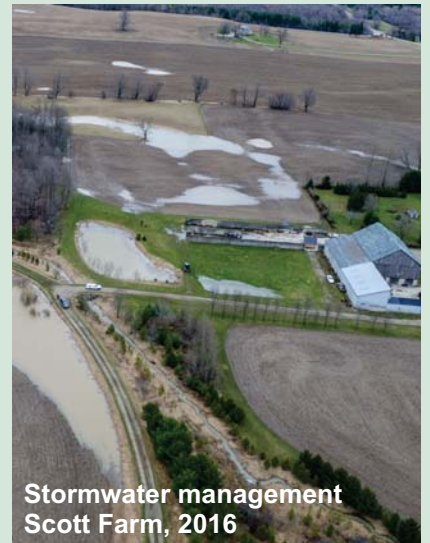
- Provided watch and warning messages to municipalities during flood and erosion events. Seven flood messages issued in 2016: 2 Flood Warnings; 2 Flood Watches; 3 Watershed Conditions – Water Safety Statements.
- Assisted municipalities with emergency response training. Participated in flood exercises at North Perth and Huron-Kinloss.
- MNRF Snow Survey - bi-weekly surveys completed from January to March.
- Concrete foundation replaced at the Listowel Gauging Station.
- Brush and woody vegetation clear from the area downstream of the Listowel conduit.
- Stream flow monitoring conducted in Lucknow during high flow events.
- Ice monitoring – HWY 21 trial of Campbell Scientific field camera carried out from August to October. Permanent camera will be installed in Jan. 2017.
- Initial phase of project to update shoreline and gully erosion rates undertaken with GIS consultant.
- Implementation of MVCA Development and Interference with Shoreline, Wetlands and Watercourses (Ont. Reg. 164/06) - increase in inquiries and applications received. Revisions to Development, Interference with Wetlands and Alterations to Watercourses Regulation Policies approved in June.
- Survey of Planning and Regulations clients undertaken to investigate ways to improve our service.



Bluff seepage, 2016

## Watershed Stewardship Services

- Forestry Services - Total trees planted in 2016 = 53,098. 23 projects (14 block plantings, 7 windbreaks, 2 living snowfences). 23 ha restored.
- Carbon Footprints Initiative launched with six local partners.
- Agreement reached with MTO for living snowfence program. MTO has identified priority areas and will cover stock and replacement costs. Landowners eligible for an incentive payment. Maitland staff will deliver the program.
- Staff are working to encourage the incorporation of erosion control/rural stormwater management into projects being undertaken under the Drainage Act.
- GLASI edge-of-field monitoring site set up. This site provides data on agricultural water and soil quality. Both tile-flow and overland-flow are being monitored.
- In the Garvey-Glenn watershed, construction was completed on 7 Water and Sediment control basins, 2 km of grassed waterways and 1.2 km of a 2-stage ditch.
- Middle Maitland Headwaters Restoration Project - planting projects completed on 3 properties + Listowel Memorial Park and a stormwater pond in Listowel. Students and community involved in 2 planting days.
- Scott Municipal Drain Demonstration Project - wetland and drain buffering with 2,690 trees planted on 3.2 acres. Planting of nut tree plot (200 trees and shrubs) completed in Oct.
- 344 new projects approved for HCCWP grants in 2016 (MVCA + ABCA) for an estimated total of \$547,000 in grants (all-time high).
- Extensive surface and groundwater sampling undertaken.
- Over 7,400 participants in education programs.



Stormwater management Scott Farm, 2016

## Conservation Areas Services

- 17.5 acres of marginal farmland at the Blind Lake Bog was planted in trees. Wildflowers and cover crop planted at Saratoga Swamp to prepare for 2017 reforestation.
- Managed Forest Tax Incentive Plans completed for the Kilgour Tract and Falls Reserve Conservation Area.
- Brussels Dam maintenance - fabricated and installed 16 new stop logs. Expense shared with Huron East, Brussels Trust and MVCA.
- Mill buildings in Brussels and Gorrie - Maitland Mills Committee received a Trillium grant to complete feasibility study on both mills. Structural studies completed on the mills. Feasibility report expected in July, 2017
- Wawanosh Valley C.A boardwalk replacement - completed 2nd phase of 3 year project. Funding provided by the Maitland Conservation Foundation.
- FRCA Campground Options - the MVCA Board provided direction to continue campground operations at the site. Group Campsite 1 was closed permanently at the end of 2016 to protect water quality and species at risk habitat.
- Galbraith and Turnberry C.A Lease Agreements Five-year lease agreements renewed.
- Carbon Footprint Project - planted 320 trees at Lake Wawanosh C.A. to offset the greenhouse gas emissions from Authority vehicles, propane and electricity use. An additional 80 trees planted at the site through the public Carbon Footprints to Forests program.
- Gorrie Conservation Area Naturalization - 10 large stock trees and 40 native shrubs planted with members of the Gorrie Conservation Area Rejuvenation Committee.



Boardwalk replacement Wawanosh Valley C. A., 2016

ITEM	Expenditures	Service Area Revenue		NET COST	GRANTS		LEVIES		Reserve Funding					Program Surplus/Deficit
		General	Donations		Admin/Op	Other	General	Special	Deferred	Working Capital	Motor Pool	Forest Management	FRCA/WP CA	
<b>Flood Safety Services</b>														
FFS-Preparedness	108123			108123	35278		72845							
FFS-Monitoring	119722			119722	35278		84444							
Planning and Regulations	253466	102000		151466			151466							
Listowel Conduit - Preventative Maintenance	1500			1500			1500							
<b>Total</b>	<b>482811</b>	<b>102000</b>		<b>380811</b>	<b>70556</b>		<b>310255</b>							
<b>Watershed Stewardship Services</b>														
Watershed Monitoring and Reporting	88218	8392	2500	77326			77326							
Extension Services	111139			111139			111139							
Forestry Services	91526	91526												
Stewardship Education	26275	25275	1000											
Stewardship Outreach	68228		300	67928			67928							
<b>Total</b>	<b>385386</b>	<b>125193</b>	<b>3800</b>	<b>256393</b>			<b>256393</b>							
<b>Conservation Areas Management Services</b>														
Falls Reserve Conservation Area	335729	381420	1200	-46891		10400								-57291
Wawanosh Park Conservation Area	21224	11000	200	10024								10024		
Management/Development/Operations	164436	13600		150836			150836							
Motor Pool	23700	53264		-29564										-29564
<b>Total</b>	<b>545089</b>	<b>459284</b>	<b>1400</b>	<b>84405</b>		<b>10400</b>	<b>150836</b>					<b>10024</b>		<b>-86855</b>
<b>Corporate Services</b>														
Administration	299317	28260		271057			271057							
Financial Management	89857			89857			89857							
Governance	17640			17640			17640							
Services Areas Support	55289			55289			55289							
Communications and IT	149722	500	2500	146722			146722							
<b>Total</b>	<b>611825</b>	<b>28760</b>	<b>2500</b>	<b>580565</b>			<b>580565</b>							
<b>Net Operating Budgets</b>	<b>2025111</b>	<b>715237</b>	<b>7700</b>	<b>1302174</b>	<b>70556</b>	<b>10400</b>	<b>1298049</b>					<b>10024</b>		<b>-86855</b>

ITEM	Expenditures	Service Area Revenue		NET COST	GRANTS Other	LEVIES		Reserve Funding				
		General	Donations			General	Special	Deferred	Working Capital	Motor Pool	Forest Management	Program Surplus/Deficit
<b>Flood Safety Services Projects</b>												
Flood Forecasting Equipment	32500			32500		32500						
Shoreline Gully Erosion Mapping	15000			15000		15000						
Lucknow Hydrology	7000			7000		7000						
<b>Total</b>	<b>54500</b>			<b>54500</b>		<b>54500</b>						
<b>Watershed Stewardship Services Projects</b>												
Garvey Glenn Coordination	113289	10000		103289	50000			53289				
Garvey Glenn Demos	172671	172671										
Garvey Glenn Watershed Restoration	38000	38000										
Garvey Glenn - Great Lakes Agricultural Stewardship Initiative - GLASI	112605	112605										
Middle Maitland Headwaters Restoration	44040		18100	25940				25940				
Huron Clean Water Project	457969	110413		347556	347556							
Nutrient Management Monitoring MOE	6763	6763										
Carbon Footprint Initiative	3745			3745				3745				
Watershed Stewardship Projects	8238	8238										
Riparian Buffer Initiative	42162	42162										
<b>Total</b>	<b>999482</b>	<b>500852</b>	<b>18100</b>	<b>480530</b>	<b>397556</b>			<b>82974</b>				
<b>Special Projects</b>												
Drinking Water Source Protection Transition up to Mar 31/16	10000	10000										
<b>Total</b>	<b>10000</b>	<b>10000</b>										
<b>Conservation Areas Management Services Projects</b>												
Forestry Management	10500		500	10000							10000	
Vehicle/Equipment Replacement	37000	5000		32000					32000			
Marginal Farmland Reforestation	6000			6000	3000						3000	
MVCA Carbon Offset	600			600					600			
Footprints to Forests Carbon Offsetting	2000			2000					2000			
Naturalization of Administration Centre	5000			5000							5000	
Wawanosh Valley Conservation Improvements	3000		3000									
Naftel's Creek Improvements	3350		2500	850				850				
<b>Total</b>	<b>67450</b>	<b>5000</b>	<b>6000</b>	<b>56450</b>	<b>3000</b>			<b>850</b>	<b>34600</b>	<b>18000</b>		
<b>Corporate Services Projects</b>												
Admin Centre Repairs	17500			17500					17500			
Computer Equipment/Hardware/Software	15100			15100					15100			
Electronic Document Management System and Property Database	25000			25000		5500			19500			
2017 IPM	15000	4500		10500					10500			
<b>Total</b>	<b>72600</b>	<b>4500</b>		<b>68100</b>		<b>5500</b>			<b>62600</b>			
<b>Net Project Budgets</b>	<b>1204032</b>	<b>520352</b>	<b>24100</b>	<b>659580</b>	<b>400556</b>	<b>60000</b>		<b>83824</b>	<b>62600</b>	<b>34600</b>	<b>18000</b>	

**DRAFT Schedule of General Levies for 2017**

December 13/16

<b>Municipality</b>	<b>% of Municipality In Watershed</b>	<b>2016 CVA (modified) in Watershed \$</b>	<b>CVA Based Apportionment Percentage</b>	<b>2017 Draft General Levy</b>	<b>2016 Approved General Levy</b>	<b>Increase</b>
Ashfield-Colborne-Wawanosh Twp.	100	\$ 984,750,254	12.45	<b>\$ 169,081</b>	\$ 158,817	\$ 10,265
Central Huron Municipality	76	\$ 819,991,695	10.37	<b>\$ 140,793</b>	\$ 135,405	\$ 5,388
Goderich Town	100	\$ 980,498,894	12.40	<b>\$ 168,352</b>	\$ 161,838	\$ 6,514
Howick Twp.	92	\$ 315,339,561	3.99	<b>\$ 54,144</b>	\$ 51,800	\$ 2,344
Huron East Municipality	72	\$ 776,474,595	9.82	<b>\$ 133,321</b>	\$ 128,531	\$ 4,790
Huron-Kinloss Twp.	43	\$ 544,355,803	6.88	<b>\$ 93,466</b>	\$ 90,537	\$ 2,930
Mapleton Twp.	5	\$ 65,266,517	0.83	<b>\$ 11,207</b>	\$ 10,628	\$ 579
Minto Town	64	\$ 550,447,223	6.96	<b>\$ 94,512</b>	\$ 90,074	\$ 4,438
Morris/Turnberry Municipality	95	\$ 365,021,548	4.62	<b>\$ 62,674</b>	\$ 60,851	\$ 1,823
North Huron Twp.	100	\$ 494,118,835	6.25	<b>\$ 84,840</b>	\$ 82,323	\$ 2,517
North Perth Municipality	98	\$ 1,622,357,882	20.51	<b>\$ 278,556</b>	\$ 264,720	\$ 13,836
Perth East Twp.	9	\$ 133,563,255	1.69	<b>\$ 22,933</b>	\$ 22,050	\$ 883
South Bruce Municipality	1	\$ 5,739,975	0.07	<b>\$ 986</b>	\$ 949	\$ 37
Wellington North	16	\$ 216,484,546	2.74	<b>\$ 37,170</b>	\$ 35,732	\$ 1,438
West Perth Twp.	3	\$ 35,025,879	0.44	<b>\$ 6,013</b>	\$ 5,794	\$ 219
		\$ 7,909,436,462	100.00	<b>\$ 1,358,049</b>	\$ 1,300,049	\$ 58,000



# Maitland Valley CONSERVATION AUTHORITY Work Plan Summary 2016 - 2018

## Why has the MVCA developed a three-year Work Plan?

- To focus limited resources on doing core services very well.
- To help member municipalities and landowners identify appropriate measures to deal with the increasing potential for flooding, erosion, and drought due to a rapidly changing climate.
- To help identify needed improvements and maintenance on infrastructure, equipment, and services.

## Priorities over the next three years:

- 1) To strengthen the capacity of Flood and Erosion Safety Services: This will help municipalities reduce the potential for damage to development and land in areas prone to flooding and erosion.
- 2) To strengthen Watershed Stewardship Services: This will help member municipalities and landowners to develop rural stormwater management systems and soil and water conservation systems. This will also help to protect municipal outlet drainage systems and soil and water resources.
- 3) To stabilize the MVCA's financial base to:
  - a) ensure Flood and Erosion Safety Services and Watershed Stewardship Services have adequate resources; and
  - b) sustain the equipment and infrastructure required to provide core services support.

## Flood and Erosion Safety Services

Services we must provide:

- 1) Information for municipalities on areas that are at risk of damage, loss of life, and social disruption due to flooding. This includes:
  - a) flood forecasting system,
  - b) flood progression mapping,
  - c) flood emergency planning support services, and
  - d) technical expertise to review development proposals in flood prone areas.

**Why?** Several thousand people live and work in flood-prone areas across the watershed. This represents \$176 million worth of tax assessment.

- 2) Information for municipalities on areas at risk from bluff and gully erosion along the Lake Huron shoreline. This includes:
  - a) erosion risk monitoring system,
  - b) erosion risk mapping, and
  - c) technical support for reviewing development proposals in hazard areas.

**Why?** Development and land worth \$366 million are at risk from shoreline bluff erosion and 2,000 acres of land worth \$90 million is at risk from gully erosion.



## Watershed Stewardship Services

Services we must provide:

- 1) To assist municipalities and rural landowners develop appropriate rural stormwater management systems and soil and water conservation systems. This will help prevent damage to municipal drainage infrastructure and the loss of soil and nutrients from agricultural land.
- 2) Technical expertise, outreach, and education related to rural stormwater management, reforestation and soil health.
- 3) Outreach and education to assist with the development, design, and funding of rural stormwater management systems (grassed waterways, berms, wetlands) windbreaks, buffer strips, and the reforestation of marginal farm land.

**Why?** The watershed contains 470,000 acres of prime agricultural land that is worth \$4.7 billion! Municipalities, landowners, and the Province of Ontario have invested millions of dollars to build and maintain municipal outlet drains. In addition, there are over 50,000 acres of marginal farmland in production across the watershed.

### Priority Projects:

- Garvey-Glenn Watershed Restoration Project
- Scott Municipal Drain Watershed Restoration Project
- Middle Maitland Headwaters Restoration Project
- North Maitland Watershed Restoration Project

## Conservation Areas

Service we should provide:

- 1) Management of MVCA properties should showcase good examples of the conservation of soil, forests, and floodplains.

**Why?** The MVCA owns 28 Conservation Areas representing over 4,600 acres of land. These properties include floodplains, wetlands, upland forests, and river valley lands.

### Priorities:

- To reduce maintenance costs through naturalization at the MVCA Administration Centre and Gorrie Conservation Area;
- To determine the viability of continuing camping services at Falls Reserve Conservation Area (on July 20, 2016 the MVCA Board of Directors made a decision to continue camping operations at Falls Reserve).
- To reforest marginal agricultural lands located adjacent to forested lands;
- To support the joint community group investigating the feasibility of restoring the Maitland Mill in Gorrie and Logan Mill in Brussels for community use.
- To determine whether to continue to use the Wawanosh Nature Centre building for conservation education and spring tree storage, and
- To expand the MVCA carbon compensation tree planting program for the public and the Conservation Authority.

## Corporate Services

Service we must provide:

- 1) Governance and leadership of the MVCA - MVCA Directors are the link between the Authority and member municipalities.

### Priorities:

- Develop a stable funding base for the MVCA to assist member municipalities and landowners in developing a more resilient and prosperous watershed.
- Limit levy increases to between \$55,000 and \$58,000 per year for the next three years. The 2017 financial forecast identifies a shortfall of \$54,000 in operating and a shortfall of \$40,550 in MVCA financed equipment and infrastructure projects.
- Ensure that services are restructured to achieve the outcomes identified in the 2016-2018 Work Plan.
- Develop stronger partnerships with counties and municipalities that have the greatest potential for flood and erosion damage and/or have lands with greatest rural stormwater management and soil and water conservation needs.



**Corporate Services**

Component	Work Plan Activities	Progress
Governance and Leadership	2016 Priorities/Budget/Levy  CA Act Review: Outreach	Budget/Levy/Priorities Approved by Board in March  <ul style="list-style-type: none"> <li>▪ Chair, Vice, 2<sup>nd</sup> Vice met with MPP, Lisa Thompson Re: support for CA Act Review comments. Lisa advised that she will write a letter of support for MVCA/CO's comments.</li> <li>▪ Copies of MVCA/CO Comments circulated to member municipalities. Several have endorsed MVCA's comments.</li> </ul>
Administration and Human Resources	Personal Policy Procedures  File Retention Policy  Department review of the Finance and Administration components of Corporate Services	Completed update of MVCA personal policy procedures, approved by the Board.  Policy developed and approved by the Board.  Completed to determine current and upcoming needs.
Financial Management	3-Year Forecast  2017 draft budget and levy schedule	Prepared 2017 to 2019 revenue and expenditures to provide the Board with insight into future budgeting needs and operating and infrastructure requirements.  Developed 2017 draft budget and levy schedule based on 3 year forecast for Board approval.
Communications	Communication Strategy  2016 IPM  2017 IPM Strategy  Website Update	Presentations made to seven municipalities. Staff reviewed follow-up comments from councillors and have incorporated this information into 2017 planning.  Approximately 14,000 visitors toured the CA display. Evaluation undertaken with staff, volunteers and visitors to assist with 2017 planning.  ABCA and CO have confirmed participation in CA display.  Website redesign launched at the end of December. Site optimized for mobile devices and accessibility standards. Content updates continue. <a href="http://www.mvca.on.ca">www.mvca.on.ca</a>
IT and GIS	Property Database	Data entry work completed for forestry projects and continues for HCCWP and water quality data. Will improve our ability to track stewardship work across the watershed and measure progress in the adoption of stewardship practices.

	Backup Procedures GIS-IT Services Review	Updated across service areas including off-site procedures.  Completed report delivered by B.M. Ross & Associates. Implementation of Phase 1 recommendations currently underway including: reorganization of server filing system, new computer purchasing cycle and GIS software changes.
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### DWSP and Maitland Source Protection Authority

Component	Work Plan Activities	Progress
Governance and Leadership	Source Protection Committee  Staffing	A new SPC chair, Matt Pearson, appointed. Committee will meet in March.  Jenna Allain has resigned to take on a position at the UTRCA. Geoff Cade and Donna Clarkson are splitting her duties; Geoff will take on the supervisory role of DWSP.
Implementation	Education and Outreach  Planning/Development  Update Assessment Reports and Source Protection Plan  Municipal Updates	<ul style="list-style-type: none"> <li>▪ New DWSP website created with interactive mapping feature and updated resources: <a href="http://www.sourcewaterinfo.on.ca">www.sourcewaterinfo.on.ca</a></li> <li>▪ HVA/SGRA information displayed at community events. Staff assist CO with a series of ads in Better Farming.</li> <li>▪ DWSP Electronic newsletter released in July.</li> <li>▪ Third education video on ways to protect drinking water sources released in Dec. Focusses on best practices for industrial and commercial operations. <a href="https://youtu.be/sPVUX0qQ7nY">https://youtu.be/sPVUX0qQ7nY</a></li> </ul> <p>Planning staff are including DWSP in application reviews to ensure that proposed land use changes/development are consistent with the Source Protection Plan.</p> <ul style="list-style-type: none"> <li>▪ Blyth has drilled a new well and delineated a new wellhead protection area to replace the existing well located in the flood plain.</li> <li>▪ new Blyth well incorporated into AR &amp; Maitland Source Protection Plan</li> </ul> <p>Staff met with municipal staff in Oct. / Nov. to provide progress updates related to DWSP and risk management services</p>

### Conservation Areas

Component	Work Plan Activities	Progress
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<p>Management and Development</p>	<p>Reforestation of Marginal Agricultural Lands</p> <p>Managed Forest Tax Incentive Plans - Kilgour Tract and Falls Reserve Conservation Area</p> <p>Naftels Creek C.A. - Forest Management</p> <p>C.A Tree Replacements</p> <p>Carbon Footprints to Forests Project</p> <p>Wildflower meadow creation</p> <p>Brussels Dam maintenance</p> <p>Mill buildings in Brussels and Gorrie</p> <p>Wawanosh Valley C.A boardwalk replacement</p> <p>Administration Centre drain repairs</p>	<p>Completed. 17.5 acres of marginal farmland at Blind Lake Bog was planted in trees. Wildflowers and cover crop planted at Saratoga Swamp to prepare for 2017 reforestation.</p> <p>Completed and approved by OMNRF.</p> <p>Removed hazardous trees at parking lot and trail entrance locations.</p> <p>Planted 40 large stock hardwoods to replace dying ash trees. Funding provided by the John Hindmarsh Environmental Trust Fund.</p> <p>Planted 80 tree seedlings at Lake Wawanosh C.A. from donations received in 2015.</p> <p>Prepared sites and seeded wildflower mixtures at George Taylor and Wawanosh Valley C.A.</p> <p>Completed. Fabricated and installed 16 new stop logs. Expense shared with Huron East, Brussels Trust and MVCA.</p> <p>Maitland Mills Committee received Trillium grant to complete feasibility study on both Mills. Structural Studies completed on Mills. Feasibility report expected July, 2017</p> <p>Completed 2<sup>nd</sup> phase of 3 year project. Funding provided by the Maitland Conservation Foundation.</p> <p>Completed. Drainage tiles and sump pump installed.</p>
<p>Motor Pool</p>	<p>Vehicle Replacement</p> <p>Equipment Replacement</p> <p>Carbon Footprint Project</p>	<p>Completed. 2016 Dodge Caravan purchased. 2011 Dodge Caravan sold on govdeals auction website.</p> <p>Completed. Rotary mower purchased and used for reforestation site tending.</p> <ul style="list-style-type: none"> <li>• Planted 320 trees at Lake Wawanosh C.A. to offset the greenhouse gas emissions from Authority vehicles, propane and electricity use.</li> <li>• Carbon Footprint Initiatives logos installed on vehicles and Admin. Centre to showcase commitment to reducing dependency upon fossil fuels.</li> </ul>
<p>Administration</p>	<p>Galbraith and Turnberry C.A Lease Agreements</p>	<p>Completed. Five year lease agreements renewed for continued</p>

	Health and Safety Policies and Procedures Manual	operations. Completed and approved by the Board of Directors
Falls Reserve Conservation Area	FRCA - Campground Operational Options  FRCA Family Day event  FRCA electrical upgrades  FRCA water system update  FRCA Camping and Day-Use	Board direction obtained for continued campground operations. River corridor naturalization planning and notice of group camp #1 closure for 2017 completed.  Event successful with over 630 participants.  Updated existing hydro outlets and rectified stray voltage in Sycamore campground. Workshop lighting upgraded to LED.  Upgraded main plumbing components for proper system operation. Successful season with slight increase in park use from previous years.

### Flood and Erosion Safety Services

Component	Work Plan Activities	Progress
Preparedness	Implementation of MVCA Development/Interference with Shoreline, Wetlands and Watercourses (Ont. Reg. 164/06)  Shoreline Erosion/Gully Erosion Mapping Updates	<ul style="list-style-type: none"> <li>▪ Andrew Fera, Planning and Regulations Assistant, hired to replace Erica Ogden to help with increased number of applications/inquiries re: development in hazard areas.</li> <li>▪ 2016 Planning and Regulations Year End Report will be provided at the Jan. 25 Board meeting.</li> <li>▪ Revisions to Development, Interference with Wetlands and Alterations to Watercourses Regulation Policies approved in June.</li> <li>▪ Shoreline data and air photos provided to U. Guelph GIS specialists for erosion rate analysis. Project to continue into 2017.</li> <li>▪ A proposal has been developed to conduct a study of structures at risk along the bluff in Central Huron (prompted by the findings of the ABCA Shoreline Management Update). If approved by the municipality, the assessment will be carried out in conjunction with the ABCA.</li> <li>▪ Call Before You Build shoreline package updated. Shoreline and bluff risk information on display at the Is the Coast Clear? conference in May. Database of shoreline realtors developed.</li> <li>▪ Elevation GIS data from 2015 airphotos processed to create</li> </ul>

	<p>Harriston Hydrology Project</p> <p>River Watch Training</p> <p>Assist municipalities with emergency response training/education</p> <p>Flood Contingency Plan</p>	<p>updated digital elevation model</p> <ul style="list-style-type: none"> <li>▪ Harriston sub-watershed elevation data sent to GRCA for filtering to create Digital Terrain Model - to be used for Harriston Hydrology project and rural floodplain mapping refinement.</li> </ul> <p>Completed by River Watch staff in Dec.</p> <p>Flood exercises held in North Perth and Huron-Kinloss to provide experience in how to deal with a flood emergency.</p> <p>Updated and reformatted to make it easier to use.</p>
Monitoring	<p>MNRF Snow Surveys</p> <p>Snowpack modeling</p> <p>Ice monitoring – HWY 21 Field Camera</p> <p>Gauge station maintenance</p> <p>Listowel Gauge Station</p> <p>Listowel Conduit</p> <p>Lucknow stream gauging</p> <p>New Adcon Gateway installed at office</p>	<p>Bi-weekly surveys completed from January to March as well as in December/</p> <p>GAWSER snowpack model continued via daily weather measurements</p> <p>Trial of Campbell Scientific CCFC field camera carried out August-October 2016. Awaiting purchased system to install January 2017</p> <p>Test, cleaning and calibration carried out for all tipping buckets in summer 2016; maintenance/repairs carried out as needed.</p> <p>Concrete foundation replaced</p> <p>Cleared brush/woody vegetation from downstream of the conduit. Municipality contracted structural repairs.</p> <p>High flow spring events measured.</p> <p>Hub for headwater precipitation monitoring installed with expanded license to accommodate additional future stations and Garvey monitoring station. Old unit programmed to serve as a backup.</p>
Response	<p>Provide watch and warning messages to municipalities during flood and erosion emergencies</p>	<ul style="list-style-type: none"> <li>▪ Precipitation/drought updates provided to Water Response Team /MNRF and as requested by local Fire Chiefs.</li> <li>▪ Seven flood messages issued in 2016: 2 Flood Warnings; 2 Flood Watches; 3 Water shed Conditions – Water Safety Statements.</li> </ul>

## Watershed Stewardship Services

Component	Work Plan Activities	Progress
Forestry - Large Stock and Seedling Tree Service	Provide technical support and identify funding opportunities for landowners and municipalities for windbreaks and roadside plantings as well as watercourse buffering and planting marginal lands.	<ul style="list-style-type: none"> <li>▪ Total trees planting in 2016 = 53,098. 23 projects (14 block plantings, 7 windbreaks, 2 living snowfences). 23 ha restored.</li> <li>▪ Initial 2016 survival assessments (95%) and final 2015 survival assessments completed.</li> <li>▪ Windbreak maintenance factsheet distributed at community events and IPM.</li> <li>▪ Tree planting factsheets provided with tree order pickups.</li> <li>▪ Applications updated for largestock, seedlings and reforestation services. Applications available on-line. Advertising for 2017 reforestation services completed. Forestry services promoted at Fall Colour Tour and IPM.</li> <li>▪ Agreement reached with MTO for living snowfence program. MTO has identified priority areas and has agreed to cover stock and replacement costs. Landowners will also be eligible for an incentive payment. Maitland staff will deliver the program.</li> <li>▪ Forestry property data base framework completed in 2016. Database work in 2017 will include developing forestry reporting queries (summaries by municipality), invoicing (automatic generation of a tree “packing slip”) and correspondence (generation of letters and applications from project data).</li> </ul>
Soil Erosion Control	Provide technical assistance to build soil health and design rural stormwater management and conservation system projects	<ul style="list-style-type: none"> <li>▪ Requests for Erosion control projects are lower than previous years.</li> <li>▪ Staff are working to encourage the incorporation of erosion control/rural stormwater management into projects being undertaken under the Drainage Act.</li> <li>▪ GLASI edge-of-field monitoring site set up. This site provides data on agricultural water and soil quality. Both tile-flow and overland-flow are being monitored.</li> <li>▪ GLASI projects in Garvey-Glenn for conservation tillage equipment and cover crops, both of which improve soil health.</li> </ul>
Demonstration Projects	Garvey-Glenn Watershed	<ul style="list-style-type: none"> <li>▪ Great Lakes Agricultural Stewardship Initiative (GLASI) - funding for 2016 (\$100,000) has been allocated with the majority going towards equipment purchase and modifications.</li> </ul>

	<p>Hindmarsh Wetland Development Project</p> <p>Middle Maitland Headwaters Restoration Project</p> <p>Scott Municipal Drain Demonstration Project</p>	<ul style="list-style-type: none"> <li>▪ Project update provided to the Ashfield Colborne Lakefront Association in May. Three newsletters have been distributed to landowners.</li> <li>▪ Cover Crop and Erosion Control tour was held to illustrate the advantages of using these best management practices on farms.</li> <li>▪ Construction has been completed on 7 Water and Sediment control basins, 2 km of grassed waterways and 1.2 km of a 2-stage ditch.</li> <li>▪ Garvey-Glenn drainage work has been presented at the Latornell Conservation Symposium and the 5<sup>th</sup> International Conference on Natural Channel Systems</li> </ul> <p>Training undertaken with landowner on the operation of control boxes and timing to adjust volumes within the ponds.</p> <ul style="list-style-type: none"> <li>▪ Bosman property - 2.5 acre hardwood drain buffer planted. 225 trees were planted initially and some replanting was also completed at this site. Project funders included RBC Blue Water Project, Trillium Mutual Roots and the Stratford Perth Community Fund</li> <li>▪ Morrison property - 620 m stream buffer planted with 205 white spruce. Project funders included RBC Blue Water Project, Trillium Mutual Roots and the Stratford Perth Community Fund</li> <li>▪ Whayley Project downstream of Listowel: planted this spring - 2,300 trees on 2.8 acres along the watercourse. Cost of \$5,699.00 with funding from Trees Ontario and Bruce Power.</li> <li>▪ Listowel Memorial Park - .9 acre of floodplain planted with 30 trees and 245 shrubs. Municipality of North Perth funded this project. The stock was planted during a community planting event.</li> <li>▪ Stormwater Pond Naturalization – 58 trees and 286 shrubs planted with assistance from LDSS students and the Middle Maitland Rejuvenation Committee. Municipality of North Perth funded this project.</li> <li>▪ Carbon Footprint Initiative launched on October 13<sup>th</sup>. Funding provided by Molesworth Farm Supply/Pioneer for reforestation in Middle Maitland Headwaters.</li> <li>▪ Wetland/ drain buffering - spring planting of 2,690 trees on 3.2 acres</li> </ul>
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	<p>Provide statistical analysis summary information on targeted watershed demonstration projects to determine if stewardship projects are improving soil health/water quality.</p>	<ul style="list-style-type: none"> <li>▪ Neonicotinoid Project – 8 events sampled</li> <li>▪ MOECC Multi Watershed Nutrient Study – 5 events sampled</li> <li>▪ Pesticide Project – 8 events sampled</li> <li>▪ Provincial Groundwater Monitoring Network - 10 wells sampled</li> <li>▪ Ashfield Colborne Lakefront Assoc. Water Quality monitoring Project – 15 events sampled</li> <li>▪ Ontario Benthic Biomonitoring Network – 3 sites sampled for benthic invertebrates and water chemistry.</li> <li>▪ Edge-of-Field tile sampling – 3 “summer” events sampled. 2 fall events sampled and 5 winter events sampled to date. One event has been sampled at the overland flow station in Jan.</li>   <li>▪ Staff participated in a PCSWMM course in August and have been working to update data in the Rural Stormwater Management Model so results can be analysed for 2015 and 2016.</li> </ul>
<p>Education and Outreach</p>	<p>Stewardship Education Technician to coordinate community projects and develop stewardship educational opportunities at targeted demonstration sites across the watershed.</p>	<ul style="list-style-type: none"> <li>▪ Trees for Minto - Information mailout sent to 119 landowners in the headwaters of the North Maitland. Three planting projects were completed in the Maitland watershed using Green Legacy trees. Community Champion and Committee Chair have recently been appointed. Next meeting is Jan. 26<sup>th</sup>.</li> <li>▪ Habitat program delivered free-of-charge to 843 students during 2015-2016. TD Friends of the Environment provided \$9,250 to support the program.</li> <li>▪ Approx. 120 people participated in the family geocaching day at Wawanosh Valley C. A. in June (supported by Rural Response for Healthy Children). 70 people attended the Evening Walk at Wawanosh Valley C.A. held in Aug. Over 450 visitors attended the annual Fall Colour Tour in October.</li> <li>▪ 2016 education program attendance – approximately 7,400 participants in programs, this is a significant increase over 2016.</li> <li>▪ Bus tour of Middle Maitland stewardship projects delivered to 70 students from Listowel District Secondary School. Students assisted with tree and shrub planting at a stormwater pond.</li> </ul>

**WINGHAM & AREA  
HEALTH PROFESSIONALS  
RECRUITMENT COMMITTEE**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDING  
December 31, 2016**

**Wingham and Area  
Health Professionals Recruitment Committee  
Balance Sheet  
for the period ending  
December 31, 2016  
(with comparative figures for 2015)**

	<b>&lt;20 16&gt;</b>	<b>&lt;20 15&gt;</b>
<b>Assets</b>		
Cash in Bank, (WDH Foundation Trust Fund)	153,446.45	135,564.86
Accounts Receivable Township of North Huron	-	18,159.00
<b>Total Assets</b>	<u><u>\$ 153,446.45</u></u>	<u><u>\$ 153,723.86</u></u>
<b>Liabilities</b>		
Accounts Payable - WDH Municipalities	20,479.90 <u>-</u> <b>\$ 20,479.90</b>	19,283.52 <u>-</u> <b>\$ 19,283.52</b>
<b>Equity</b>		
Balance forward from 2010	16,139.02	16,139.02
Plus 2011 Excess of Revenue over Expense	3,537.98	3,537.98
Less 2012 Excess of Expense over Revenue	8,426.06	(8,426.06)
Less 2013 Excess of Expense over Revenue	1,516.25	(1,516.25)
Plus 2014 Excess of Revenue over Expense	1,735.02	1,735.02
Less 2015 Excess of Expense over Revenue	8,752.37	(8,752.37)
Less 2016 Excess of Expense over Revenue	<u>12,273.79</u>	<u>2,717.34</u>
Plus Physician Incentive allocation - 2009	38,167.00	38,167.00
Plus Physician Incentive allocation - 2010	16,502.00	16,502.00
Plus Physician Incentive allocation - 2011	20,943.00	20,943.00
Plus Physician Incentive allocation - 2012	13,714.00	13,714.00
Plus Physician Incentive allocation - 2013	16,812.00	16,812.00
Plus Physician Incentive allocation - 2014	13,525.00	13,525.00
Plus Physician Incentive allocation - 2015	12,060.00	12,060.00
Plus Physician Incentive allocation - 2016	<u>10,800.00</u>	<u>131,723.00</u>
	142,523.00 *	
	<u>131,723.00</u>	
<b>Total Equity</b>	<u><u>\$ 132,966.55</u></u>	<u><u>\$ 134,440.34</u></u>
<b>Total Liabilities and Equity</b>	<u><u>\$ 153,446.45</u></u>	<u><u>\$ 153,723.86</u></u>

**\* Combined Total Physician Incentive Reserve Allocation**

**As At December 31, 2016**

**Township of North Huron**

**Morris Turnberry**

**Ashfield, Colborne, Wawanosh**

**Huron Kinloss**

**South Bruce**

**Recruiting Committee Portion**

**Total**

**Reserve**

**Account**

\$ 53,805.25

\$ 12,401.89

\$ 1,956.38

\$ 24,579.21

\$ 12,736.95

\$ 37,043.32

**\$ 142,523.00**

**Wingham and Area  
Health Professionals Recruitment Committee  
Statement of Receipts & Expenses  
for the period ending  
December 31, 2016  
(with comparative figures for 2015)**

	<20 16>		<20 15>	
<b>Receipts:</b>				
<b>Municipalities</b>				
Township of North Huron	33,458.00		36,318.00	
Morris Turnberry	7,801.00		7,754.00	
Ashfield Colborne Wawanosh	952.00		1,254.00	
South Bruce	7,887.00		8,807.00	
Huron Kinloss	<u>13,219.00</u>		<u>17,096.00</u>	
		<b>63,317.00</b>		<b>71,229.00</b>
<b>Special Events</b>				
Dining for Docs Event	8,356.50		8,232.50	
Golf Ball Drop (Net)	1,091.20		1,966.00	
Golf Tournament	7,020.02		7,457.25	
Donations	100.87		340.00	
Interest	894.76	<u>17,463.35</u>	1,150.91	<u>19,146.66</u>
<b>Total Income</b>		<b>80,780.35</b>		<b>90,375.66</b>
<b>Expenses</b>				
Recruitment Coordinator	61,259.00		61,395.90	
Travel	-		414.74	
Cell Phone Charges	756.13		741.01	
Catering	31.75		121.50	
Recruitment Tours	7,864.62		5,984.86	
Recruitment Tour Stipend for Physicians	-		-	
Physician Visits	410.84		296.89	
Medical Student Visits	279.92		-	
Physician Appreciation	1,204.89		418.11	
Advertising, Promotion, Webhosting	183.22		1,290.75	
Membership Fees	-		-	
Miscellaneous	100.00		189.86	
Office Supplies	18.66		240.84	
F E Madill Student Bursary	500.00		500.00	
Subscriptions	81.64		117.64	
Apartment Rent (Net)	<u>2,215.00</u>		<u>7,805.67</u>	
		<b>74,905.67</b>		<b>79,517.77</b>
Physician Incentive Reserves		<b>10,800.00</b>		<b>12,060.00</b>
Dining for Docs Fundraiser	4,445.08		4,884.26	
Golf Tournament	<u>2,903.39</u>	<u>7,348.47</u>	<u>2,666.00</u>	<u>7,550.26</u>
<b>Total Expense</b>		<b>93,054.14</b>		<b>99,128.03</b>
<b>Excess of Expense over Revenue</b>		<b><u>\$ (12,273.79)</u></b>		<b><u>\$ (8,752.37)</u></b>

**Wingham and Area  
Health Professionals Recruitment Committee**

**Bank Reconciliation as at December 31, 2016**

<b>Bank Balance as per Cash Journal</b>	<b>\$ 153,446.45</b>
<b>Bank Balance as per Bank Statement</b>	<b>\$ 152,355.25</b>
<b>Plus O/S Deposit</b>	<b>1,091.20</b>
<b>Sub Total</b>	<b>153,446.45</b>
<b>Less O/S Cheques - Nil</b>	

**Sub Total**

<b>Bank Balance as per Bank Statement</b>	<b>\$ 153,446.45</b>
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**Accounts Payable - Dec 31, 2016**

<b>Wingham and District Hospital</b>		<b>\$ 19,883.28</b>
- Wages	15,403.08	
- Recruiting Tours - Western Residents Reg.	800.00	
- Recruiting Tours - Western Res. Travel/Prizes	116.10	
- Recruiting Tours - McMaster Residents	437.70	
- Recruiting Tours - U of Ottawa	363.83	
- Recruiting Tours - UWO Discovery Week	45.44	
- Recruiting Tours - McMaster Waterloo Res.	90.89	
- Doctor Appreciation	377.66	
- Physician Visits	74.16	
- Advertising & Promotion	86.60	
- Catering		
- Stationery & Office Supplies	18.66	
- Cell Phone Charges	194.16	
- Apartment Rent	1,875.00	
- Western Student Accomodations	-	
- Travel	-	
<b>Total</b>	<b>\$ 19,883.28</b>	

**Wingham & District Hospital - Bursary** **\$ 500.00**

**Wingham Advance Times - Advtg** **\$ 96.62**

**Total Accounts Payable as at Dec. 31, 2016** **\$ 20,479.90**

**Accounts Receivable - December 31, 2016 - Nil** \_\_\_\_\_

**Wingham and Area  
Health Professionals Recruitment Committee  
Cash Journal**

Date	Particulars	Cheque Number		Deposits	Cheques	Balance
<b>&lt;2016&gt;</b>						
Jan-01	Balance Forward from Dec 31, 2015					135,564.86
Jan-07	Interest		*	64.79		135,629.65
Jan. 6	Deposit - Correct o/s Deposit amount		*	0.02		135,629.67
Jan. 18	Wingham & District Hospital - Q3	122	o		19,283.52	116,346.15
Jan. 26	Deposit - Twp of North Huron		*	18,159.00		134,505.15
						134,505.15
Feb. 3	Interest			77.07		134,582.22
						134,582.22
Mar. 3	Interest			79.12		134,661.34
						134,661.34
	Cheque Cancelled	123			-	134,661.34
						134,661.34
Apr. 5	Interest			76.63		134,737.97
						134,737.97
May. 4	Interest			79.73		134,817.70
May. 11	Wingham & District Hospital (Q4)	124			15,415.80	119,401.90
						119,401.90
						119,401.90
Jun. 3	Deposit - Interest			77.09		119,478.99
Jun. 9	Jan McKague Weishar	125			320.00	119,158.99
Jun. 14	Deposit - Golf Tournament			6,330.00		125,488.99
Jun. 15	Wingham Golf & Curling Club	126			1,927.20	123,561.79
Jun. 16	Jan McKague Weishar	127			185.00	123,376.79
Jun. 29	Deposit - Golf Tournament			480.00		123,856.79
						123,856.79
Jul. 6	Interest			69.68		123,926.47
Jul. 11	Wingham Advance Times - Advtg	128			175.15	123,751.32
Jul. 11	Wingham & District Hospital - Donation	129			25.00	123,726.32
Jul. 13	Deposit			235.00		123,961.32
Jul. 21	Cheque Not Cashed - Hospital Invoice	130			-	123,961.32
Jul. 21	Wingham & District Hospital - Q2 Invoice	131			19,428.91	104,532.41
						104,532.41
Aug. 4	Deposit - Interest			71.59		104,604.00
						104,604.00
Sep. 6	Deposit - Interest			72.32		104,676.32
Sep. 12	Wingham Advance Times	132			258.77	104,417.55
Sep. 13	Deposit			31,658.50		136,076.05
Sep. 20	Deposit			7,766.50		143,842.55
Sep. 29	Jan McKague-Weishar - Dining for Docs Exp	133	x		284.11	143,558.44
Sep. 30	Wingham Advance Times - Advtg	134	x		316.40	143,242.04
Sep. 21	The Citizen	135	o		149.16	143,092.88
Sep. 21	Wingham Knights of Columbus	136	x		3,745.41	139,347.47
						139,347.47
Oct. 5	Deposit - Interest		x	70.66		139,418.13
Oct. 13	Deposit		x	590.00		140,008.13
Oct. 26	Township of North Huron	137	o		57.63	139,950.50
Oct. 26	J. R. Fear Aparies	138	o		33.45	139,917.05
						139,917.05
Nov-04	Deposit - Interest		o	83.14		140,000.19
Nov. 15	Wingham & District Hospital - Q2 Expenses	139	o		18,832.13	121,168.06
Nov. 15	Sweets N Treats, Doctors Appreciation	140	o		327.70	120,840.36
Nov. 23	J. R. Fear Aparies, Doctors Appreciation	141	z		67.42	120,772.94
Nov. 23	Blakes Apple Orchards, Doctor Appreciation	142	z		150.00	120,622.94
						120,622.94
Dec-03	Deposit - Interest		z	72.94		120,695.88
Dec. 8	The 2 Step, Gift Certificate	143	z		100.00	120,595.88
Dec. 13	Deposit		z	31,215.95		151,811.83
Dec. 29	Deposit		z	543.42		152,355.25
Dec. 30	Deposit - Golf Ball Drop Proceeds			1,091.20		153,446.45
						153,446.45
						153,446.45
						153,446.45
						153,446.45
<b>Total</b>				<b>98,964.35</b>	<b>81,082.76</b>	<b>153,446.45</b>

**WINGHAM & AREA**  
**Health Professionals Recruiting Committee**  
**Budget/Actual - December 31, 2016**  
**with Comparative figures for 2015**

Expense	<2015>	<2015>	<2015>	<2015>
	Budget	Income Expense	Budget	Income Expense
<b>Fixed Costs:</b>				
- Physician, Nurse Practitioner Visits	1,000.00	\$ 296.89	500.00	\$ 410.84
- Recruiting Tours	-	-	-	-
- U of Ottawa, Residents Day	-	-	-	1,303.64
- UWU - Western Residents Day	1,000.00	1,178.19	1,200.00	916.10
- UWU Discovery Week - London	-	247.77	300.00	719.21
- Casper Conference,	1,500.00	553.54	1,500.00	2,445.10
- Pri-Med (Primary Care Conference)	1,800.00	1,685.97	1,800.00	1,640.34
- McMaster Residents Day	1,100.00	917.39	1,000.00	840.23
- McMaster University Career Development Reg./Travel	-	998.15	1,000.00	-
- Recruitment Tours - Other	1,975.00	403.85	1,000.00	-
- Membership Fees, Casper	150.00	-	150.00	-
- Medical Student Expense	300.00	-	300.00	279.92
- Stipend to Physicians on Recruitment Tour (4 days @ \$500/day)	2,000.00	-	2,000.00	-
- Doctor Appreciation Expense	1,000.00	418.11	500.00	1,204.89
- Physician Incentives	10,000.00	12,060.00	-	10,800.00
- Marketing & Advertising/Promotion	2,000.00	1,290.75	2,000.00	183.22
- Miscellaneous Expense	500.00	189.86	400.00	100.00
- Magazine/Newspaper Subscriptions	100.00	117.64	125.00	81.64
- Office Supplies	100.00	240.84	250.00	18.66
- Recruitment Co Coordinator - Salary & Benefits	61,000.00	61,395.90	61,500.00	61,259.00
- Recruitment Co Coordinator Expense (Travel etc.)	1,000.00	414.74	1,000.00	-
- Cell Phone Charges	800.00	741.01	800.00	756.13
- Catering	100.00	121.50	100.00	31.75
- Apartment Rental	7,500.00	7,805.67	7,500.00	7,500.00
- Western Student Accomodation	-	-	-	(5,285.00)
- Scholarship - F E Medill Student	500.00	500.00	500.00	500.00
- Web Site Hosting	300.00	-	300.00	-
- Web Site Design & Software	-	-	-	-
<b>Total Fixed Budget/Costs</b>	<b>\$ 95,725.00</b>	<b>\$ 91,577.77</b>	<b>\$ 85,725.00</b>	<b>\$ 85,705.67</b>

<b>Anticipated Income - Other Sources</b>				
- Donations, Other (Net)	-	340.00	-	100.87
- Golf Tournament/Golf Ball Drop (Net) (\$7,020.02 - \$2,903.39+\$1,091.20)	-	6,757.25	-	5,207.83
- Dining for Docs Event (Net) (\$8,356.50 - \$4,446.08)	-	3,348.24	-	3,911.42
- Curling Bonspiel	-	-	-	-
- Interest on Account	1,300.00	1,150.91	1,300.00	894.76
<b>Total Anticipated Income - Other Sources</b>	<b>\$ 1,300.00</b>	<b>\$ 11,596.40</b>	<b>\$ 1,300.00</b>	<b>\$ 10,114.88</b>

	<2015>	<2015>	<2015>	<2015>
	Allocated Budget *	Amounts Received/Owing	Allocated Budget *	Amounts Received
<b>Total Annual Cost Allocated by Municipality</b>				
Township of North Huron	36,318	\$ 36,318	33,458	\$ 33,458.00
Township of Morris Turnberry	7,754	\$ 7,754	7,801	\$ 7,801.00
Township of Ashfield, Colborne, Wawanosh	1,254	\$ 1,254	952	\$ 952.00
Township of South Bruce	8,807	\$ 8,807	7,887	\$ 7,887.00
Township of Huron Kinloss	17,096	\$ 17,096	13,219	\$ 13,219.00
<b>Sub Total</b>	<b>\$ 71,229</b>	<b>\$ 71,229</b>	<b>\$ 63,317</b>	<b>\$ 63,317.00</b>
<b>Total Annual Cost for Other Sources</b>				
Patients from out of Area	\$ 24,496		\$ 22,408	
<b>Total Income</b>	<b>\$ 95,725</b>		<b>\$ 85,725</b>	

	<2012>	2014/2015		<2015>	<2015>
	Allocated Budget *	Percentage* Allocation	Visit Data Percentage Allocation	Allocated Budget *	Allocated Budget *
<b>Total Annual Cost Allocated by Municipality</b>					
Township of North Huron	\$ 38,062	37.64%	39.03%	36,318	33,458
Township of Morris Turnberry	\$ 9,162	9.06%	9.10%	7,754	7,801
Township of Ashfield, Colborne, Wawanosh	\$ 1,428	1.41%	1.11%	1,254	952
Township of South Bruce	\$ 8,879	8.78%	9.20%	8,807	7,887
Township of Huron Kinloss	\$ 17,069	16.88%	15.42%	17,096	13,219
<b>Sub Total</b>	<b>\$ 74,608</b>	<b>73.77%</b>	<b>73.86%</b>	<b>\$ 71,229</b>	<b>\$ 63,317</b>
<b>Total Annual Cost for Other Sources</b>					
Patients from out of Area	\$ 28,624	26.23%	26.14%	\$ 24,496	\$ 22,408
<b>Total Income</b>	<b>\$ 101,122</b>	<b>100.00%</b>	<b>100.00%</b>	<b>\$ 95,725</b>	<b>\$ 85,725</b>

\*Percentage allocation using visit numbers from fiscal 2014/2015.  
 Budget approved by Committee January 18th, 2016  
 \*\*Percentage allocation using visit numbers from fiscal 2014/2015.  
 \*\*\* Calculated by taking Actual Costs (\$ x Municipality Percentage (73.86%) =  
 Municipal Funding \$63,317 - \$ = \$  
 Recruiting Funding (Patients out of Area) = \$ - Shortfall \$ - \$ = \$  
 Prepared January 17, 2016  
 Approved at Meeting, January 25, 2016

**WINGHAM & AREA**  
**Health Professionals Recruiting Committee**  
**Budget - 2017**  
**with Comparative figures for 2016**

Expense	<2016> Budget	<2016> Income Expense	<2017> BUDGET
<b>Fixed Costs:</b>			
- Physician, Nurse Practitioner Visits	\$ 500.00	\$ 410.84	\$ 500.00
- Recruiting Tours		-	
- U of Ottawa, Residents Day	-	1,303.64	-
- UWO - Western Residents Day	1,200.00	916.10	1,200.00
- UWO Discovery Week - London	300.00	719.21	500.00
- Casper Conference,	1,500.00	2,445.10	1,500.00
- Pri-Med (Primary Care Conference)	1,800.00	1,640.34	1,800.00
- McMaster Residents Day	1,000.00	840.23	1,000.00
- McMaster University Career Development Reg./Travel	1,000.00		1,000.00
- Recruitment Tours - Other	1,000.00		1,000.00
- Membership Fees, Casper	150.00	-	175.00
- Medical Student Expense	300.00	279.92	300.00
- Stipend to Physicians on Recruitment Tour (6 days @ \$500/day)	2,000.00	-	2,000.00
- Doctor Appreciation Expense	500.00	1,204.89	1,000.00
- Physician Incentives	-	10,800.00	-
- Marketing & Advertising/Promotion	2,000.00	183.22	1,000.00
- Miscellaneous Expense	400.00	100.00	300.00
- Magazine/Newspaper Subscriptions	125.00	81.64	125.00
- Office Supplies	250.00	18.66	200.00
- Recruitment Co Coordinator - Salary & Benefits (9 months)	61,500.00	61,259.00	61,500.00
- Recruitment Co Coordinator Expense (Travel etc.)	1,000.00	-	500.00
- Cell Phone Charges	800.00	756.13	800.00
- Catering	100.00	31.75	100.00
- Apartment Rental	7,500.00	7,500.00	7,500.00
- Western Student Accommodation	-	(5,285.00)	
- Scholarship - F E Madill Student	500.00	500.00	500.00
- Web Site Hosting	300.00	-	300.00
- Web Site Design & Software	-	-	-
<b>Total Fixed Budget/Costs</b>	<b>\$ 85,725.00</b>	<b>\$ 85,705.67</b>	<b>\$ 84,800.00</b>

**Anticipated Income - Other Sources**

- Donations, Other (Net)	-	100.87	
- Golf Tournament/Golf Ball Drop (Net Proceeds)	-	5,207.83	
- Dining for Docs Event (Net)	-	3,911.42	
- Curling Bonspiel	-		
- Interest on Account	1,300.00	894.76	900.00
<b>Total Anticipated Income - Other Sources</b>	<b>\$ 1,300.00</b>	<b>\$ 10,114.88</b>	<b>\$ 900.00</b>

2014/2015 Visit Data Percentage Allocation	<2015> Allocated Budget *	<2016> Allocated Budget *	<2016> Amounts Received	<2017> Allocated Budget *
<b>Total Annual Cost Allocated by Municipality</b>				
Township of North Huron	39.03%	36,318	\$ 33,458.00	33,097
Township of Morris Turnberry	9.10%	7,754	\$ 7,801.00	7,717
Township of Ashfield, Colborne, Wawanosh	1.11%	1,254	\$ 952.00	941
Township of South Bruce	9.20%	8,807	\$ 7,887.00	7,802
Township of Huron Kinloss	15.42%	17,096	\$ 13,219.00	13,076
<b>Sub Total</b>	<b>73.86%</b>	<b>\$ 71,229</b>	<b>\$ 63,317.00</b>	<b>\$ 62,633</b>
<b>Total Annual Cost for Other Sources</b>				
Patients from out of Area	26.14%	\$ 24,496	\$ 22,408	\$ 22,167
<b>Total Annual Cost</b>	<b>100.00%</b>	<b>\$ 95,725</b>	<b>\$ 85,725</b>	<b>\$ 84,800</b>

Percentage allocation using visit numbers from fiscal 2014/2015.

\* Calculated by taking Actual Costs (\$ x Municipality Percentage (73.86%) =

Municipal Funding \$62,633 - \$ = \$

Recruiting Funding (Patients out of Area) = \$22,167 - Shortfall \$- \$ = \$

Prepared January 19, 2017

Budget Approved at Meeting, January 23, 2017

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON  
BY-LAW NO. 09-2017**

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BEING A BY-LAW TO ESTABLISH FEES AND CHARGES FOR  
THE TOWNSHIP OF NORTH HURON

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**WHEREAS** Section 391 (1) of the Municipal Act, S.O. 2001, Chapter 25, provides that a Municipality and a local board may pass by-laws imposing fees and charges for services or activities provided, and;

**WHEREAS** the Municipal Council of the Corporation of the Township of North Huron deems it expedient to establish fees in the Township of North Huron.

**NOW THEREFORE**, the Municipal Council of the Corporation of the Township of North Huron **ENACTS** the following:

1. The Corporation of the Township of North Huron hereby adopts the list of fees and charges in the attached Schedules “A, B, C, D, E, F, G, H, I, J, K, L” to this by-law;
2. All fees and charges are due and payable at the time the service is provided. If the fees and charges or any portion thereof remain unpaid 30 days from the date of invoicing, interest at the rate of 1.25% shall be charged, and again on the first of each month thereafter until the account is paid in full.
3. HST will be charged where applicable.
4. In the event that any particular provision or provisions or part of a provision in this by-law is found to be void, voidable or unenforceable for any reason whatever, then the particular provision or provisions or part of the particular provision shall be deemed severed from the remainder of this by-law and all other provisions shall remain in full force.
5. All fees and charges payable under this by-law including taxes, interest and collection costs constitute a debt of the person or persons charged and if unpaid, where permissible, shall be added to the tax roll for any property in the Township of North Huron owned by such person or persons and may be collected in the same manner as taxes.
6. That this by-law shall come into full force and effect upon its final passage;
7. That this By-law supersedes By-law No. 2-2016.

READ A FIRST AND SECOND TIME THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2017.

READ A THIRD TIME AND PASSED THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2017.

CORPORATE SEAL

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Reeve Neil G. Vincent

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Clerk Kathy Adams

**SCHEDULES “A to L”  
To By-Law No. 09-2017**

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Schedule A:	Administration Fees
Schedule B:	Animal License Fees
Schedule C:	Building Classes & Fees
Schedule D:	Cemetery
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Schedule G:	Planning Fees
Schedule H:	Recreation and Facilities
Schedule I:	Taxi Fees
Schedule J:	Water and Wastewater
Schedule K:	North Huron Children’s Programs
Schedule L:	Emergency Services / Non-Emergency Fees

**SCHEDULE "A"**  
**By-Law No. 09-2017**

**Administration Fees**

**Tax and Zoning Certificates**

Tax Certificate	\$50.00
Zoning Certificate	\$75.00
Water Certificate	\$20.00
Commissioner Signature	\$15.00

**Miscellaneous**

East Wawanosh History Book "Wilderness to Wawanosh"	\$45.00
Museum Musings Book	\$10.00
North Huron Township Flags	\$75.00
North Huron Township Pins	\$ 2.00
East Wawanosh Spoons	\$ 2.00
East Wawanosh Flags	\$30.00
Photo Copies	\$0.25/page
Sending Faxes	\$1.00/fax
NSF Cheques	\$25.00
Freedom of Information Application	\$5.00 plus any associated research fees as outlined in the FOI application form
Freedom of Information request for video Surveillance record from the North Huron Recreation Centre	\$100.00 / 5 min of surveillance

**SCHEDULE “B”  
By-Law No. 09-2017**

**Animal License Fees**

	<u>Neutered Male or Spayed Female</u>	<u>Male or Female</u>
First Dog	\$15.00	\$30.00
Second Dog	\$20.00	\$40.00
Third & Four Dog	\$40.00	\$80.00
Pit Bull or Pit Bull Cross	\$125.00	
Breeding & Boarding Kennel	\$150.00	

*Dog license fees are due on or before the 1<sup>st</sup> day of February each year. A \$15 late payment charge will be charged in addition to the licence fee.*

**Part 1 Provincial Offences**

Owner fail to obtain a dog license	2.1	\$75.00
Owner keeping more than four dogs	7.1	\$75.00
Owner fails to affix tag to collar	2.4	\$75.00
Use tag other than for dog issued	2.7	\$75.00
Dog found without tag	2.9	\$75.00
Permit animal to run at large	3.2	\$100.00
Owner fail to remove dog excrement	3.8	\$100.00
Permit dog to engage in persistent barking	6.1	\$75.00
Owner fails to muzzle a pit bull when walking	8.2	\$150.00
Failure to post vicious dog signage	9.1	\$75.00
Failure to keep vicious dog confined	9.2	\$150.00
Owner fails to keep Vicious dog muzzled when walking	9.3	\$150.00

**SCHEDULE "C"**  
**By-Law No. 09-2017**

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON**  
**SCHEDULE "A" to BY-LAW NO. 19-2015**  
**Classes & Fees**

<b>No.</b>	<b>Building</b>	<b>Administration Fee</b>	<b>Building Permit Fee (per sq. ft. unless noted)</b>
1	Group A & B – Assembly and Institutional Occupancies		
	a) New Construction	\$200.00	\$0.65
	b) Renovation/Alteration	\$100.00	\$0.37
	c) Accessory Structures	\$100.00	\$0.46
2	Group C – Residential Occupancies		
	a) New Construction	\$200.00	\$0.65
	b) Finished/Unfinished Basement	\$200.00	\$0.15
	c) Renovation/Alteration	\$100.00	\$0.34
	d) Attached Garage	\$100.00	\$0.30
	e) Accessory Structure	\$100.00	\$0.30
	f) Deck/Porch	\$100.00	\$0.30
3	Group D & E – Occupancies		
	a) New Construction	\$200.00	\$0.65
	b) Renovation/Alteration	\$100.00	\$0.38
	c) Accessory Structures	\$100.00	\$0.46
4	Group F – Occupancies		
	a) New Construction	\$200.00	\$0.45
	b) Renovation/Alteration	\$100.00	\$0.38
	c) Accessory Structures	\$100.00	\$0.46
5	Agricultural		
	a) New Construction	\$100.00	\$0.016
	b) Liquid Manure Tanks		\$4.07 per Linear Foot
	c) Grain Bin (not exceeding 12 m in height)		\$280.00 Flat Fee
	d) Tower Silos		\$280.00 Flat Fee
	e) Bunk Silos		\$350.00 Flat Fee
6	Demolition Permits		
	a) Class 'A'		\$100.00 Flat Fee
	b) Class 'B'		\$200.00 Flat Fee
7	Class 4 On-Site Septic Systems		
	a) New/Replacement Systems		\$425.00 Flat Fee
	b) Replacement Tank		\$150.00 Flat Fee
	c) Bed Replacement		\$275.00 Flat Fee
8	Plumbing Permit		\$120.00 Flat Fee
9	Conditional Permit		\$300.00 Flat Fee Plus Completion Permit Amount
10	Solid Fuel Fired Appliances		\$120.00 Flat Fee
11	Tent Permit		\$120.00 Flat Fee
12	Temporary Structure (Temporary Dwelling)		\$210.00 Flat Fee
13	Change of Use (No Construction)		\$210.00 Flat Fee
14	Building and Renovating Without a Permit	An additional fee of equal to 400% of the amount calculated as the regular permit fee. But in no case shall the additional fee exceed \$5,000.00	

**Notes to Table:**

- An investigation fee of \$150.00 shall be applied where work has commenced prior to the issuance of the required building permit in addition to the building permit fee.
- Any other building structure not included above or where square footage cannot be calculated effectively, a rate of \$9.00 per \$1,000.00 of construction value shall be charged for a building permit.
- Inspection only – no permit required: a fee of \$75.00 per shall be applied plus \$80.00 administration fee.
- Inspection requested and not ready: a fee of \$75.00 shall apply.

**SCHEDULE “C”  
By-Law No. 09-2017**

**Classes & Fees (con’t)**

Solar Panel Installation on Existing Roof Structures	\$80.00 plus \$10.00 per thousand of construction value
Wind Towers based on rated output and tower height (excluding blade)	<3kW-49kW-Height 6m to 18m Class 2 - \$1,500.00 50kW-249kW-Height 18m to 42m Class 3 & 4 - \$3,500.00 250kW-1MW-Height varies Class 3 & 4 - \$10,000.00 >1MW-Height 61m to 110m Class 3 & 4 - \$15,000.00

**MAINTENANCE AND PROPERTY SERVICE FEES**

An inspection fee, when an inspection of the property pursuant to a complaint confirms that the property does not comply with the Corporation’s Property Standards By-law - per inspection. \$ 80.00

A file management fee applied when an order has been issued against a property. \$140.00

A file management fee applied when an inspector of the Corporation attends a Property Standards Committee meeting where an order has been upheld. \$140.00

A file management fee applied when an inspector of the Corporations attends a court hearing where a conviction has been granted. \$625.00

An administrative fee equal to a percentage of the actual costs, added to the actual costs to be recovered by the Corporation for services and materials expended in carrying out the requirements of an Order when the owner has failed to comply. 40%

**ZONING BY-LAW INSPECTION FEES**

A file management fee applied when a second Notice of Violation has been issued against a property. \$140.00

A file management fee when an inspector of the Corporation attends a Court hearing where a conviction has been granted \$625.00

**REFUND OF BUILDING PERMIT FEES**

STATUS OF PERMIT APPLICATION	PERCENTAGE OF FEE ELIGIBLE FOR REFUND
Application received No processing or review of plans submitted	80%
Application received Plans reviewed and permit issued	50%
Additional deduction for each field inspection that had been performed	10%
Permits valued at less than \$100.00	Nil

**SCHEDULE "D"**

**TOWNSHIP OF NORTH HURON**  
**274 Josephine Street, Wingham, Ontario N0G 2W0**  
**519-357-3550**  
**519-357-1110 (Fax)**

**Person in charge of day to day operations:**

Wingham Cemetery - 90397 Holmes Line, Wingham  
 Kevin Dunn 519-357-5950

**PRICE LIST**

Effective Date: June 2, 2015

	<b>Size</b>	<b>Interment Rights</b>	<b>C &amp; M</b>	<b>Total Selling Price</b>
<b>SALE OF INTERMENT RIGHTS</b> (and Care and Maintenance (C & M))				
Burial Lot - Resident	32 sq. ft.	\$ 480.00	\$ 320.00	\$ 800.00
Burial Lot - Non-Resident	32 sq. ft.	\$ 570.00	\$ 380.00	\$ 950.00
Cremation Lot - Resident	15 sq. ft.	\$ 240.00	\$ 160.00	\$ 400.00
Cremation Lot - Non-Resident	15 sq. ft.	\$ 285.00	\$ 190.00	\$ 475.00
Columbarium Niches - Rows A & B - Resident	1.09 sq. ft.	\$ 1,785.00	\$ 315.00	\$ 2,100.00
Columbarium Niches - Rows A & B - Non-Resident	1.09 sq. ft.	\$ 1,955.00	\$ 345.00	\$ 2,300.00
Columbarium Niches - Rows C & D - Resident	1.09 sq. ft.	\$ 1,615.00	\$ 285.00	\$ 1,900.00
Columbarium Niches - Rows C & D - Non-Resident	1.09 sq. ft.	\$ 1,785.00	\$ 315.00	\$ 2,100.00
Columbarium Niches - Rows E & F - Resident	1.09 sq. ft.	\$ 1,445.00	\$ 255.00	\$ 1,700.00
Columbarium Niches - Rows E & F - Non-Resident	1.09 sq. ft.	\$ 1,615.00	\$ 285.00	\$ 1,900.00
<b>INTERMENT</b>				
Adult - Resident				\$ 650.00
Adult - Non-Resident				\$ 750.00
Child - Resident				\$ 450.00
Child - Non-Resident				\$ 500.00
Infant - Resident				\$ 325.00
Infant - Non-Resident				\$ 375.00
Cremation - Resident				\$ 325.00
Cremation - Non-Resident				\$ 375.00
Mausoleum - Resident				\$ 550.00
Mausoleum - Non-Resident				\$ 650.00
Columbarium - First Opening & Closing Included in Purchase Price				
Columbarium - Second Opening - Resident				\$ 100.00
Columbarium - Second Opening - Non-Resident				\$ 200.00
Saturday, Sunday, Statutory Holiday & after 4:00 p.m.				
Columbarium - Resident				\$ 100.00
Columbarium - Non-Resident				\$ 200.00
<b>EXTRA CHARGES (for Interment)</b>				
Winter Burial - Resident				\$ 900.00
Winter Burial - Non-Resident				\$ 1,000.00
Late Funeral - Resident			1 1/2 x regular rate	
Late Funeral - Non-Resident			1 1/2 x regular rate	
(After 4:00 p.m. and Saturdays)				
Late Funeral - Resident			2 x regular rate	
Late Funeral - Non-Resident			2 x regular rate	
(Sundays and Statutory Holidays)				
Winter Storage (Chapel)				\$ 75.00
Grass Rental for Spring Interments				\$ 75.00
<b>DISINTERMENT</b> (Approval Required from Medical Officer of Health)				
Adult - Casket Only				\$ 1,200.00
Adult - Casket in Vault				\$ 1,000.00
Child/Infant - Casket Only				\$ 600.00
Child/Infant - Casket in Vault				\$ 500.00
Crypt in Mausoleum				\$ 550.00
<b>TRANSFER FEE</b>				
Transfer of Interment Rights - Resident to Resident				\$ 100.00
Transfer of Interment Rights - Resident to Non-Resident				\$ 200.00
<b>OTHER CHARGES</b>				
Tree & Shrub Removal				\$ 30.00

**SCHEDULE "E"**  
**By-Law No. 09-2017**

Classification	Public Works - 2017 Fees & Charges
	Township of North Huron
	2017
<b>LANDFILL</b>	
<b>Opening and Closing Fees</b>	
Initial Fee	\$100.00
per hour charge	\$45.00
<b>Waste Disposal Fees</b>	
Minimum Charge (under 125kg)	\$10.00
Sorted - per tonne	\$95.00
Unsorted - per tonne	\$180.00
Concrete - per tonne	\$95.00
Brick - per tonne	\$95.00
Asphalt Shingles - per tonne	\$95.00
Wood - per tonne	\$95.00
Mattresses - per piece	\$15.00
Furniture- per piece	\$20.00
<b>Bag Tags</b>	
Purchased by store for resale - per 100	\$2.40
Pre-purchased from a Store/Municipal Office - per tag	\$2.50
Purchased at landfill site - per tag	\$2.50
<b>Recycling Materials</b>	
Compost	Not accepted
Bale Wrap	Not accepted
Fill Clay	Not accepted
Top soil/Mixed Soil	Not accepted
Brush (2 inch diameter or less)	No charge
Battery - per piece	No charge
Propane Tanks - per piece	No charge
Metal - per piece	No charge
Appliances - per piece	Only Accept Freon Removed N/C
Tires - Maximum 4 tires per visit	No charge
Blue Box	\$10.00
<b>TRANSPORTATION / ROADS</b>	
Signage	
911 Sign - Replacement	Huron County responsibility
Blade Only	No charge
Post Only	No charge
Special Signs	
<b>Driveway</b>	
Driveway Permit - Admin/Inspection Permit	\$250.00
Driveway Deposit	\$500.00
<b>Culvert/Ditches</b>	
Ditching Inspection Fee	\$75.00
Ditching Deposit	\$600.00
Culverts	Actual Cost + 20%

**SCHEDULE "E"**  
**(con't)**  
**Public Works - 2017 Fees & Charges**

<b>Materials</b>	
Winter Sand - per yard	\$16.50
Stone - per tonne	\$5.00
Crushed - A Gravel per tonne	\$4.50
Gravel - B - Pit run	\$2.50
Trees	Actual Cost + 20%
Cold Mix	\$ 7.00/pail or \$128.00/tonne
Materials, Supplies to Public	Actual Cost + 20%
<b>Machine/Labour Rates</b>	
Grading - Minimum 1 hour charge	\$100.00
Labour Rate - per hour - Minimum Charge 1/2 hour	\$35.00
Equipment Rate - per hour	Includes 1 employee & machine
<b>Grader</b>	\$100.00
<b>Light Equipment</b>	\$80.00
<b>Mowing</b>	\$70.00

**SCHEDULE "F"**  
**By-Law No. 09-2017**

**Licenses**

Marriage Licenses	\$100.00
Lottery Licenses	3% of Prize Value (\$5.00 Minimum)
Burial Permits	\$10.00 for Permits issued to funeral Directors not in Municipality
Business Licence	\$200.00
Sign Permits	Basic fee \$50.00 Plus \$1.00 per 10 square meters of sign face or part thereof and shall accompany the application

**SCHEDULE "G"**  
**By-Law No. 09-2017**

**Planning Fees - effective January 1, 2017**

**Types of Applications**

	Municipality	County	Total
Official Plan Amendment (OPA):			
County OPA	\$1,020	\$2,550	\$3,570
local OPA, Secondary Plan amendment			
Zoning By-law Amendment (ZBLA)	\$612	\$1,224	\$1,836
Minor Variance			
1 or 2 variances	\$612	\$816	\$1,428
3 or more variances	\$816	\$1,020	\$1,836
Consent	\$510	\$1,530	\$2,040
Plan of Subdivision/Condominium			
1 to 10 lots/blocks/units	\$2,040	\$4,080	\$6,120
11 or more lots/blocks/units	\$2,040	\$4,080	\$6,120
	+ \$51 per lot, unit or block over 10	+ \$102 per lot, unit or block over 10	+ \$153 per lot, unit or block over 10 to a maximum of \$15,000

**Combined Applications 2015 Fees – effective January 1, 2017**

Local OPA & ZBLA	\$1,275	\$3,213	\$4,488
County OPA & local OPA	\$1,173	\$4,743	\$5,916
County OPA, local OPA & ZBLA	\$1,530	\$5,355	\$6,885

**Other Types of Applications 2016 Fees – effective January 1, 2017**

Removal of Holding (H) Symbol	\$255	\$255	\$510
Where combined with or following a related planning application, or when the H was imposed by the municipality	\$0		
Renewal of Temporary Use Zoning by-law	\$459	\$918	\$1,377
By-Law to Deem lots not in a Plan of subdivision, or the repeat of such By-law	\$204	\$204	\$408
Where combined with any other planning application (* in both cases, applicants cover all legal costs & by-law prep)	\$102	\$102	\$204
Part lot Control Exemption *	\$1,020	\$1,020	\$2,040
Following a related planning application (* applicants cover all legal costs & by-law prep)	\$510	\$510	\$1,020

**PLANNING FEES**

Site Plan Application Review/Approval	Full Cost Recovery
Plan of Subdivision Review	Full Cost Recovery
Deposit will be requested upon application	

Program / Service	Unit	2015		2015		2016		2016		2017		2017	
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)			
<b>Dry Pad - Ice Out for Season</b>													
<i><b>Arena Floor Exhibits / Trade Fairs / Special Events</b></i>													
Private	Day	647.66	84.20	731.86	659.97	85.80	745.76	671.84	87.34	759.18			
Community / Affiliate group	Day	491.26	63.86	555.12	461.98	60.06	522.03	470.29	61.14	531.43			
Holiday rate (both facilities)	Day	850.00	110.50	960.50	866.15	112.60	978.75	881.74	114.63	996.37			
<b>Arena Floor Summer Sports</b>													
Adult	hour	41.00	5.33	46.33	41.78	5.43	47.21	42.53	5.53	48.06			
Youth	hour	35.86	4.66	40.52	36.54	4.75	41.29	37.20	4.84	42.03			
*													
<b>FUNCTION /MEETING ROOM RATES</b>													
<b>Arena Meeting Room (Wingham &amp; Blyth)</b>													
Private/Hour	hour	27.73	3.60	31.33	25.00	3.25	28.25	25.45	3.31	28.76			
Community/Affiliate Group	hour	16.54	2.15	18.69	17.50	2.28	19.78	17.82	2.32	20.13			
Private with alcohol	hour	33.08	4.30	37.38	32.50	4.23	36.73	33.09	4.30	37.39			
Community/Affiliate Group with alcohol	hour	33.08	4.30	37.38	22.75	2.96	25.71	23.16	3.01	26.17			
Per day rate	day	104.55	13.59	118.14	125.00	16.25	141.25	127.25	16.54	143.79			
Per day rate Community	day	104.55	13.59	118.14	87.50	11.38	98.88	89.08	11.58	100.65			
Per day rate Private with Alcohol	day				162.50	21.13	183.63	165.43	21.51	186.93			
Per day rate Community with Alcohol	day				113.75	14.79	128.54	115.80	15.05	130.85			
Ice Tournament Rate	day	0.00			0.00	0.00	0.00	0.00	0.00	0.00			
<b>Blyth Arena Hall</b>													
<b><u>Weekend</u></b>													
Private (Fri/Sat/Sun)	Day	318.05	41.35	359.40	324.09	42.13	366.23	329.93	42.89	372.82			
Community / Affiliate group (Fri/Sat/Sun & Holiday)	Day	287.41	37.36	324.77	226.87	29.49	256.36	230.95	30.02	260.97			
Program/Meeting Useage (no kitchen)	Hour	36.20	4.71	40.91	45.00	5.85	50.85	45.81	5.96	51.77			
Program/Meeting Useage Community (no kitchen)	Hour				31.50	4.10	35.60	32.07	4.17	36.24			
Private SOP License (Fri/Sat/Sun & Holiday)	Day	456.47	59.34	515.81	421.32	54.77	476.09	428.90	55.76	484.66			
Community / Affiliate group SOP License (Fri/Sat/Sun & Holiday)	Day	412.09	53.57	465.66	294.92	38.34	333.26	300.23	39.03	339.26			
<i>Note: Kitchen usage requires full day booking</i>													
<b><u>Weekdays (Mon-Fri)</u></b>													
Private (Mon-Thu)	Day	163.25	21.22	184.47	226.87	29.49	256.36	230.95	30.02	260.97			
Community / Affiliate group (Mon-Thu)	Day	146.17	19.00	165.17	158.81	20.64	179.45	161.66	21.02	182.68			
Program/Meeting Useage	Hour	30.75	4.00	34.75	39.00	5.07	44.07	39.70	5.16	44.86			
Program/Meeting Useage (Community)	Hour				27.30	3.55	30.85	27.79	3.61	31.40			
Private SOP License (Mon-Thu)	Day	230.48	29.96	260.44	294.92	38.34	333.26	300.23	39.03	339.26			
Community / Affiliate group SOP License (Mon-Thu)	Day	209.10	27.18	236.28	206.45	26.84	233.29	210.16	27.32	237.48			
Stat Holiday rate	Day	640.22	83.23	723.45	648.19	84.26	732.45	659.85	85.78	745.63			

SCHEDULE "H" By-law No. 09-2017 (con't)

CAMPGROUND RATES INCREASE IS IMPLEMENTED FOR EACH NEW SUMMER SEASON

Program / Service	Unit	2015		2015	2016		2016	2017		2017
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)
<b>TRAILER PARK &amp; CAMPGROUND FEES</b>										
<b>Blyth Campground</b>										
Daily campsite collected by Organizing Group	Daily	<b>19.47</b>	2.53	22.00	<b>19.91</b>	2.59	22.50	<b>20.27</b>	2.63	22.90
Daily campsite collected by Township of North Huron	Daily	<b>23.89</b>	3.11	27.00	<b>24.34</b>	3.16	27.50	<b>24.78</b>	3.22	28.00
Facility Included In Rental - Group rates										
50-149 (does not include dry pad)	Daily	<b>22.95</b>	2.98	25.93	<b>23.39</b>	3.04	26.43	<b>23.81</b>	3.09	26.90
150-250 Campsites	Daily	<b>19.47</b>	2.53	22.00	<b>19.84</b>	2.58	22.42	<b>20.20</b>	2.63	22.82
251-499 Campsites	Daily	<b>18.40</b>	2.39	20.79	<b>18.75</b>	2.44	21.19	<b>19.09</b>	2.48	21.57
500+ Campsites	Daily	<b>17.33</b>	2.25	19.58	<b>17.66</b>	2.30	19.95	<b>17.98</b>	2.34	20.31
Large camping group rates with facilities included are a guideline. Actual rate may depend on actual # nights and facilities required at the site.										

**SCHEDULE "H" By-law No. 09-2017 (con't)**

ICE RATES ARE INCREASED AT THE START OF EACH ICE SEASON

Program / Service	Unit	2015/2016		2015/2016	2016/2017		2016/2017	2017/18		2017/18
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)
<b>ARENA ICE RENTAL RATES</b>										
<b>REGULAR SEASON</b>										
Prime (non-blocked)	hour	135.01	17.55	152.56	137.58	17.88	155.46	140.05	18.21	158.26
Prime (blocked)	hour	123.46	16.05	139.51	125.81	16.35	142.16	128.07	16.65	144.72
Non-prime time	hour	84.25	10.95	95.20	85.85	11.16	97.01	87.40	11.36	98.76
Youth Prime	hour	123.46	16.05	139.51	125.81	16.35	142.16	128.07	16.65	144.72
Youth Prime (Blocked)	hour	109.63	14.25	123.88	111.71	14.52	126.24	113.72	14.78	128.51
<b>MISC</b>										
Holiday rate (Statutory Holidays)	hour	163.73	21.28	185.01	166.84	21.69	188.53	169.84	22.08	191.92
Non-Prime Time Ice Sale	hour	40.39	5.25	45.64	41.16	5.35	46.51	41.90	5.45	47.35
Private Birthday Party		175.00	22.75	197.75	175.00	22.75	197.75	178.15	23.16	201.31
Non private Birthday Party		105.00	13.65	118.65	105.00	13.65	118.65	106.89	13.90	120.79
<b><u>Skate Sharpening (Blyth only)</u></b>										
single		4.43	0.58	5.00	4.43	0.58	5.00	4.43	0.58	5.00
Season (individual)		31.86	4.14	36.00	31.86	4.14	36.00	31.86	4.14	36.00
Season (family)		50.00	6.50	56.50	50.00	6.50	56.50	50.00	6.50	56.50
<b>Arena Advertising (Sept 1 thru Aug 31) Wingham &amp; Blyth</b>										
<b><u>Board Advertising</u></b>										
Board Panel 3' x 8'	Annual	316.87	41.19	358.06	322.89	41.98	364.87	328.70	42.73	371.43
Board Panel 3'x 4'	Annual	202.71	26.35	229.06	206.56	26.85	233.41	210.28	27.34	237.62
Ice Resurfacer Decals (per side) (note additional charge for art work and setup)	Annual	500.00	65.00	565.00	509.50	66.24	575.74	518.67	67.43	586.10
<b>Ice Logos (Wingham &amp; Blyth)</b>										
Small	Winter	174.74	22.72	197.46	178.06	23.15	201.21	181.27	23.56	204.83
Medium	Winter	233.00	30.29	263.29	237.43	30.87	268.29	241.70	31.42	273.12
Large / Centre Ice - lay down logo	Winter	342.64	44.54	387.18	349.15	45.39	394.54	355.43	46.21	401.64
Large / Centre Ice - painted logo	Winter	615.00	79.95	694.95	626.69	81.47	708.15	637.97	82.94	720.90
<i>Community groups will receive 30% discount on ice logos (NEW)</i>										
<b>Youth rate applies to groups that provide sport to youth, regardless of skill level. Anyone who registers is given the opportunity to play.</b>										
<b>Elite groups like Junior C or AAA hockey are not eligible.</b>										

\*

Pool Rental Rates	Unit	2011	2012	2013	2014	2015	2016	2017
<b><u>Indoor Pool Rental</u></b>								
Private 2 Guards	1 hour	85.71	85.71	90.00	90.00	92.50	95.00	96.60
Youth - Clubs/Schools (Includes 2 guards))	1 hour	71.43	71.43	71.43	71.43	73.25	75.00	76.30
Lifeguard (hourly rate)	per hour	15.00	15.00	15.00	15.00	16.00	16.00	16.30
Private 2 Guards	1 hour	85.71	85.71	90.00	90.00	92.50	91.71	94.26
Private 2 Guards	1 hour	85.71	85.71	90.00	90.00	92.50	91.71	94.26
<b><u>Birthday Party Pool Rentals</u></b>								
Private Party + Hot Stove Lounge		133.00	150.00	165.00	169.00	175.00	175.00	178.00
Non Private + Hot Stove Lounge		88.50	87.50	97.50	100.00	105.00	105.00	107.00
Pool Program Registration Rates	Unit	2011	2012	2013	2014	2015	2016	2017
<b><u>Aquatic Instruction</u></b>								
Pre-School Program 1 - 3	9X	55.00	59.00	61.00	62.50	64.00	65.00	66.15
Pre-School Program 4-7	9X	59.00	63.00	63.00	64.50	66.00	67.00	68.15
Swim Kids 1 - 4	9X	59.00	63.00	65.00	66.50	66.00	69.00	70.15
Swim Kids 5-10	9X	62.00	65.00	65.00	67.75	68.00	69.00	70.15
Home School lessons						50.00	55.00	60.00
Bd of Ed lessons						50.00	55.00	60.00
Bronze Medallion/Emerg. First Aid/CPRB	30hrs	160.00	160.00	170.00	160.00	165.00	165.00	167.80
Bronze Cross/Standard First Aid/CPRB	30hrs	160.00	160.00	170.00	160.00	165.00	165.00	167.80
AWSI	30 hrs	210.00	210.00	210.00	215.00	220.00	N/A	150.00
WSI	50hrs	169.90	169.90	205.00	210.00	225.00	315.00	290.00
N.L.S.	50hrs	258.40	258.40	300.00	307.50	315.20	315.20	320.55
Semi private	5x	65.00	65.00	65.00	70.00	75.00	80.00	81.50
Private	5x	90.00	90.00	90.00	95.00	95.00	100.00	102.00
NLS Recert		75.22	75.22	85.00	85.00	87.00	87.00	88.50
WSI Recert		75.22	75.22	85.00	85.00	87.00	87.00	88.50
Lifesaving First Aid/CPR						102.24	102.24	104.00
CPR/First Aid Recert (staff)						30.00	30.00	30.00
Swim Club						65.00	65.00	66.50
Swim to Survive						15.00	15.00	20.00
Aquatic Day Rates	Unit	2011	2012	2013	2014	2015	2016	2017
<b><u>Swim Admission</u></b>								
Ages 0-5	1x	Free	Free	Free	Free	Free	Free	Free
Ages 6-13	1x	2.21	2.65	3.10	3.10	3.54	3.54	3.54
Ages 14+	1x	3.09	3.54	3.98	3.98	4.42	4.42	4.42
Family	1x	7.08	8.85	10.62	10.62	10.62	10.62	10.62
MEMBERSHIP RATES - Complex	Unit	2011	2012	2013	2014	2015	2016	2017
<b><u>Pool Memberships</u></b>								
<b><u>Adult</u></b>								
Swim Membership	1 month	25.00	25.00	26.00	26.75	28.00	26.00	26.00
	3 month	60.00	60.00	65.00	66.75	69.00	65.00	65.00
	12 month	183.00	183.00	192.00	198.00	204.00	216.00	216.00
Aquafit Membership	1 month	35.00	37.50	40.00	43.25	47.00	51.00	51.90
	3 month	80.00	89.50	100.00	108.00	117.00	126.00	128.90
	12 month	276.00	306.00	336.00	363.00	396.00	420.00	429.60
<b><u>Senior/Student</u></b>								
Swim Membership	1 month	20.00	20.00	21.00	21.50	22.00	21.00	21.00
	3 month	50.00	50.00	52.00	53.25	55.00	52.00	52.00
	12 month	159.00	159.00	168.00	174.00	180.00	174.00	174.00
Aquafit Membership	1 month	25.00	28.50	32.00	34.50	38.00	41.00	41.50
	3 month	68.00	74.00	80.00	86.50	94.00	101.00	103.00
	12 month	204.00	237.00	267.00	288.00	312.00	324.00	343.20
<b><u>Senior/Student</u></b>								
Summer Pass	2 months					40.00	45.00	45.00
Summer pass family	2 months					80.00	85.00	86.50
<b><u>Fitness &amp; Courts Memberships</u></b>								
<b><u>Adult</u></b>								
Fitness & Courts	1 month	47.00	49.50	50.50	51.75	53.00	51.00	51.90
	3 month	117.00	123.00	125.00	128.00	132.00	126.00	128.90
	12 month	390.00	411.00	420.00	432.00	444.00	420.00	429.60
Courts Only	1 month	22.00	22.00	22.50	23.00	28.00	26.00	26.00
	3 month	55.00	55.00	56.00	57.50	69.00	65.00	65.00
	12 month	183.00	183.00	187.00	192.00	204.00	216.00	216.00
Courts - Day Rate - All Ages	1x	4.42	4.42	4.42	4.42	4.42	4.42	4.42
<b><u>Senior/Student</u></b>								
Fitness & Courts	1 month	40.00	40.00	41.00	42.00	43.00	41.00	41.50
	3 month	100.00	100.00	102.00	104.50	108.00	101.00	103.00
	12 month	297.00	312.00	318.00	327.00	336.00	324.00	343.20
Courts Only	1 month							21.00
	3 month							52.00
	12 month							174.00
<b><u>Complete Memberships</u></b>								
<i>Fitness, courts, aquatics and ice</i>								
<b><u>Adult</u></b>								
Complete	1 month	55.00	58.00	59.00	60.50	62.00	64.00	64.00
	3 month	129.00	136.00	139.00	142.50	146.00	159.00	161.10
	12 month	456.00	480.00	492.00	504.00	516.00	528.00	537.00
Spousal - adult	12 month	828.00	870.00	882.00	904.00	924.00	924.00	939.60
Day Pass (adult)	1 day	8.84	8.84	8.84	8.84	8.84	10.61	10.61
Punch Pass (3 Adult)	3 visits						29.20	29.20
<b><u>Senior/Student</u></b>								
Complete	1 month	45.00	47.50	48.50	49.75	51.00	51.00	51.90
	3 month	105.00	111.00	113.00	116.00	119.00	126.00	128.90
	12 month	354.00	372.00	381.00	390.50	396.00	420.00	429.60
Spousal - Senior	12 month	660.00	696.00	712.00	729.75	756.00	756.00	756.00
Day Pass (student)	1 day	7.08	7.08	7.08	7.08	7.08	8.85	8.85
Punch Pass (3 Student)	3 visits						23.89	23.89
<b><u>Family</u></b>								
Family	12 month	960.00	1008.00	1020.00	1045.50	1068.00	1068.00	1095.60
<b><u>Personal Training</u></b>								
Personal Training	1 hour	35.00	35.00	35.00	35.75	35.75	35.75	35.75
	5x	165.00	165.00	165.00	168.00	168.00	168.00	168.00
	10x	285.00	285.00	285.00	290.00	290.00	300.00	300.00

Note that Specialty Programs operate on a cost recovery basis, and prices are set based on cost of instruction, facility, and number of participants

SCHEDULE "H" By-law No. 09-2017 (con't)

AIRPORT RATES INCREASE EACH CALENDAR YEAR STARTING JANUARY 1

Program / Service	Unit	2015		2016		2017		HST	Rate (with HST)	
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)			Rate (without HST)
<b>RICHARD W. LEVAN AIRPORT</b>										
<b><i>Tie Downs</i></b>										
Grass Daily (1 day)	Daily	<b>6.81</b>	0.89	<b>7.70</b>	<b>6.94</b>	0.90	<b>7.84</b>	<b>7.06</b>	0.92	<b>7.98</b>
Grass Weekly (7 days)	Weekly	<b>36.60</b>	4.76	<b>41.36</b>	<b>37.30</b>	4.85	<b>42.14</b>	<b>37.97</b>	4.94	<b>42.90</b>
Grass Monthly (per current month)	Monthly	<b>67.96</b>	8.83	<b>76.79</b>	<b>69.25</b>	9.00	<b>78.25</b>	<b>70.50</b>	9.16	<b>79.66</b>
Pavement Daily (1 day)	Daily	<b>8.92</b>	1.16	<b>10.08</b>	<b>9.09</b>	1.18	<b>10.27</b>	<b>9.25</b>	1.20	<b>10.46</b>
Pavement Weekly (7 days)	Weekly	<b>41.82</b>	5.44	<b>47.26</b>	<b>42.61</b>	5.54	<b>48.15</b>	<b>43.38</b>	5.64	<b>49.02</b>
Pavement Monthly (per current month)	Monthly	<b>73.18</b>	9.51	<b>82.69</b>	<b>74.57</b>	9.69	<b>84.26</b>	<b>75.91</b>	9.87	<b>85.78</b>
Cadets (special rate per plane per mth on grass)	special	<b>37.14</b>	4.83	<b>41.97</b>	<b>37.85</b>	4.92	<b>42.77</b>	<b>38.53</b>	5.01	<b>43.54</b>
Fuel	per litre mark up	<b>0.25</b>			<b>0.25</b>			<b>0.25</b>		
Special Event Open Space					??			??		

Program / Service	Unit	2015		2016		2017		2017		
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)
<b>SPORT FIELD RENTAL RATES</b>										
<b>Soccer &amp; Baseball &amp; Volleyball</b>										
<b><u>Field Rates</u></b>										
Adult/Hour (no lines)	hour	<b>9.07</b>	1.18	10.25	<b>9.24</b>	1.20	10.44	<b>9.41</b>	1.22	10.63
Youth /Hour (no lines)	hour	<b>6.66</b>	0.87	7.53	<b>6.79</b>	0.88	7.67	<b>6.91</b>	0.90	7.81
Adult/Hour (lined)	hour	<b>22.30</b>	2.90	25.20	<b>22.72</b>	2.95	25.68	<b>23.13</b>	3.01	26.14
youth /Hour (lined)	hour	<b>18.09</b>	2.35	20.44	<b>18.43</b>	2.40	20.83	<b>18.77</b>	2.44	21.21
<b><u>Sport Field Services</u></b>										
Light Fee - All Groups	evening	<b>7.50</b>	0.98	8.48	<b>7.64</b>	0.99	8.64	<b>7.78</b>	1.01	8.79
<b><u>Parks Rental Spaces</u></b>										
Park shelters, open spaces, outdoor courts										
Private Person/Group	1/2 day	<b>33.00</b>	4.29	37.29	<b>43.05</b>	5.60	48.65	<b>43.83</b>	5.70	49.53
Community Group	1/2 day	<b>25.00</b>	3.25	28.25	<b>30.14</b>	3.92	34.05	<b>30.68</b>	3.99	34.67
Private Person/Group	day	<b>65.00</b>	8.45	73.45	<b>66.24</b>	8.61	74.85	<b>67.43</b>	8.77	76.19
Community Group	day	<b>50.00</b>	6.50	56.50	<b>46.36</b>	6.03	52.39	<b>47.20</b>	6.14	53.33
1/2 day is a minimum of 4 hours										

**SCHEDULE "H" By-law No. 09-2017 (con't)**

Rates increase in September each year

Program / Service	Unit	2015			2016			2017		
		Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)	Rate (without HST)	HST	Rate (with HST)
<b>ADMISSIONS COMPLEX</b>										
<u><b>Public Skating Sessions</b></u>										
Free on Sundays in NH and Thurs in Blyth - sponsored by North Huron										
AGE 0-5	1 adm	<b>0.00</b>	0.00	0.00	<b>0.00</b>	0.00	0.00	<b>0.00</b>	0.00	0.00
Age 6-17	1 adm	<b>1.33</b>	0.17	1.50	<b>1.33</b>	0.17	1.50	<b>1.33</b>	0.17	1.50
18+	1adm	<b>1.99</b>	0.26	2.25	<b>1.99</b>	0.26	2.25	<b>1.99</b>	0.26	2.25
Family Daily (6 per family max)	6 adm	<b>4.42</b>	0.57	5.00	<b>4.42</b>	0.57	5.00	<b>4.42</b>	0.57	5.00
Adult/Tot/Senior/Snow Day Skates		<b>0.00</b>	0.00	0.00	<b>0.00</b>	0.00	0.00	<b>0.00</b>	0.00	0.00
Adult Drop In/Shinney	1 adm	<b>6.20</b>	0.81	7.00	<b>6.20</b>	0.81	7.00	<b>6.20</b>	0.81	7.00
Adult Drop In/Shinney	10 adm	<b>57.52</b>	7.48	65.00	<b>57.52</b>	7.48	65.00	<b>57.52</b>	7.48	65.00
Student Drop In/Shinney	1 adm	<b>4.42</b>	0.57	4.99	<b>4.42</b>	0.57	4.99	<b>4.42</b>	0.57	4.99
Student Drop In/Shinney	10 adm	<b>39.82</b>	5.18	45.00	<b>39.82</b>	5.18	45.00	<b>39.82</b>	5.18	45.00
<b>RECREATION PROGRAMS</b>										
<u><b>PA Days/ Day Camps</b></u>										
PA Day programs	day	<b>35.00</b>	0.00	35.00	<b>35.00</b>	0.00	35.00	<b>40.00</b>	0.00	40.00
Summer Daycamps (8:30 a.m. - 5:00)	week	<b>110-180</b>	0.00	110-175	<b>115-200</b>	0.00	110-175	<b>118-200</b>	0.00	118-200
Summer Daycamps (8:30 a.m. - 5:00)	day	<b>35.00</b>	0.00	35.00	<b>35.00</b>	0.00	35.00	<b>40.00</b>	0.00	40.00
Summer Daycamps (8:00 a.m. - 5:00) - <u>Family Rates</u> - 3 or more	week	<b>245.00</b>	0.00	245.00	<b>245.00</b>	0.00	245.00	<b>265.00</b>	0.00	250.00
Summer Daycamps Trip fee (per person/per trip)								<b>25.00</b>	0.00	25.00
<u><b>Programs:</b></u>										
<u>Adult:</u> Fall/Winter and Spring/Summer: i.e.: Social Dance		<b>\$0 - \$110</b>	varies		<b>\$0 - \$110</b>	varies		<b>\$0 - \$110</b>	varies	<b>\$0-\$110</b>
Website Design, Dog Obedience, Card Making, Interior Design & Decoration, Self Expression & Leadership, Digital Media										
<u>Youth:</u> Karate, Floor Gymnastics, Youth Basketball, Indoor Soccer	8 wks	<b>\$0 - \$185</b>	0.00		<b>\$0 - \$185</b>	0.00		<b>\$0 - \$185</b>	0.00	<b>\$0-\$185</b>
<u>Bounce Program</u>		<b>\$4-\$6</b>	0.00		<b>N/A</b>			<b>N/A</b>		
<u><b>March Break:</b></u>										
Full Day Activities	day	<b>35.00</b>	0.00	35.00	<b>35.00</b>	0.00	35.00	<b>40.00</b>	0.00	40.00
Road Hockey Tournament	player	<b>7.00</b>	0.00	7.00	<b>7.00</b>	0.00	7.00	<b>10.00</b>	0.00	10.00
Note that Recreation Programs run on a cost recovery basis and prices are set according to each program's expenses.										

**SCHEDULE "I"**  
**By-Law No. 09-2017**

**Taxi Fees**

Taxi – First Vehicle	\$100.00
Taxi – Each Additional Vehicle	\$50.00 per year
Wheelchair Accessible – First Vehicle	\$100.00 per year
Wheelchair Accessible – Each Additional Vehicle	\$50.00 per year
Taxi – Driver	\$25.00 per 2 year period
Taxi – Driver Wheelchair Accessible Vehicle	\$45.00 per 2 year period

**SCHEDULE “J”  
By-Law No. 09-2017**

**Water Services**

**East Wawanosh Ward**

**WATER**

Humphrey Subdivision Flat Rate (per unit)	\$35.14 per month
Capital Reserve	\$15.00 per month

**Blyth Ward**

**WATER**

**Non-Metered Accounts**

Flat Rate (per unit)	\$35.14 per month
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**Metered Accounts**

Base Rate (per unit)	\$13.87 per month
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Residential/Small Commercial Metered Rate	\$0.93 per cubic meter
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Large Commercial/Industrial Metered Rate Greater than 10,000 cubic meters annually	\$0.55 per cubic meter
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Institutional Metered Rate for schools and North Huron properties	\$0.55 per cubic meter
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**Capital Reserves**

Residential/Small Commercial	\$15.00 per month
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Large Commercial/Industrial	\$15.00 per inch of service per month
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**SEWER**

Flat Rate (per unit)	\$23.00 per month
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Commercial Based on Water Consumption	100% of Water Billed or \$23.00, whichever is greater
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**Capital Reserves**

Residential/Small Commercial	\$15.00 per month
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Large Commercial/Industrial	\$15.00 per month per inch of service
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**Wingham Ward**

**WATER**

Residential/Small Commercial Base Rate (per unit)	\$13.83 per month
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Residential/Small Commercial Metered Rate	\$0.93 per cubic meter
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Large Commercial/Industrial Base Rate (per unit)	\$13.87 per month
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Large Commercial/Industrial Metered Rate Greater than 10,000 cubic meters annually	\$0.55 per cubic meter
---	------------------------

Industrial Rate Metered Rate for schools and North Huron properties	\$0.55 per cubic meter
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**SCHEDULE “J”  
(con’t)  
By-Law No. 09-2017**

**Capital Reserves**

Residential/Small Commercial	\$15.00 per month
Large Commercial/Industrial	\$15.00 per month per inch of service

**SEWER**

Flat Rate (per unit)	\$23.00 per month
Commercial Based on Water Consumption	Depending on service either 50%,75%, 100% of Water Billed OR \$23.00 whichever is greater

**Reserves**

Residential/Small Commercial	\$15.00 per month
Large Commercial/Industrial	\$15.00 per month per inch of service

**Out of Township Boundary**

**WATER**

Residential/Small Commercial Base Rate (per unit)	\$20.81 per month
Residential/Small Commercial Metered Rate	\$1.40 per cubic meter
Large Commercial/Industrial Base Rate	\$20.81 per month
Large Commercial/Industrial Metered Rate (greater than 10,000 cubic meters annually)	\$ 0.83 per cubic meter

**Capital Reserves**

Residential/Small Commercial	\$15.00 per month
Large Commercial/Industrial	\$15.00 per month per inch of service

**SEWER**

Residential/Small Commercial Flat Rate (per unit)	\$34.50 per month
Residential/Small Commercial Metered (no water)	\$1.40 per cubic meter
Commercial Based on Water Consumption	Depending on service either 50%, 75% 100% of water billed or \$ 34.50, whichever is greater

**Capital Reserves**

Residential/Small Commercial	\$15.00 per month
Large Commercial/Industrial	\$15.00 per month per inch of service

**SCHEDULE “J”  
(con’t)  
By-Law No. 09-2017**

**OTHER CHARGES**

Water/Sewer Arrears Report	\$20.00
Swimming Pool Fill up Fee (if not metered)	\$1.00 per cubic meter

**Maintenance Fees**

Water/Wastewater Operator Labor	\$55.00/ hour
Sewer Camera – Private Property Blockages	\$100.00/ Hour **
** Fee is waived if property owner disconnects uncontaminated water sources from sanitary sewer and replaces sewer within 90 days if deemed necessary during camera session.	
Water Service Shut off and reconnection-no charge if meter faulty.	
Service Shut off	\$75.00
Water Service reconnection	\$75.00
After hours disconnection	\$150.00
After hours reconnection	\$150.00
Water meter dispute – ½” to 1” service	\$75.00
Water Meter dispute >1”	Time and materials
Water from hydrant	\$30 + \$1.00 / m3
Hydrant Maintenance Fire Protection Fee (Temporary)	\$400.00/hydrant / year
Outside North Huron Boundary	\$200.00 / Hydrant/ year
Shared Hydrant	
<b>New Water Service Installation to property line</b>	
Water Infrastructure Recovery Fee/m3 of capacity	\$2,500.00/cubic meter of capacity
Installation	Time and Materials
<b>New Sewer Service to property line</b>	
Sanitary Sewer Infrastructure Recovery Fee/m3 of capacity	\$3,500.00/cubic meter of capacity
Installation	Time and Materials
<b>Note – normal residential service is approx. 1 m3/d capacity ***</b>	
New Water and Sewer Service Installation to property line outside North Huron Boundary, a onetime infrastructure recovery fee as described above, a frontage fee will apply according to the Cross Border Agreement in addition to the actual installation costs will apply.	
<b>***Service Request form MUST be filled out prior to commencement of work***</b>	
Hauled Septage	
0-2.5% solids	\$7.50/m3
2.5-4.0% solids	\$9.00/m3
4-6% solids	\$14.00/m3
>6% solids	Not accepted

**SCHEDULE "K"**  
**By-Law No. 09-2017**

**Wingham Children's Centre**

**North Huron Children's Programs**

Children's Centre Phone 357-2424 Fax 357-2091

Before & After School - Maitland River School 519-531-0775

Before & After School - Sacred Heart School 519-357-1777

**Daily Fee Schedule**

Effective September 1, 2016

	<b>Infant</b>	<b>Toddler</b>	<b>Pre-School</b>	<b>School Age JK/SK</b>	<b>School Age Grade 1 ↑</b>
Full Day	\$47.00	\$42.00	\$36.50		
Extended Day (>10 hours)	\$52.00	\$47.00	\$41.50		
Half Day – Lunch	\$36.50	\$30.50	\$26.00		
Half Day - No Lunch	\$36.50	\$26.00	\$21.50		
Nursery School		\$23.50	\$19.00		
Before School				\$9.75	\$9.00
After School (less than one hour)				\$7.25	\$7.25
After School				\$9.75	\$9.00
Late Fees	\$5.00 every five minutes				

**Hours of Operation for Daycare**

Monday to Friday 6:30 am to 5:30 pm

Nursery School - 9:00 am to 11:30 am or 1 pm to 3:30 pm

Half Day Rate Mornings (four hours up to 12:30 pm)

Half Day Rate Afternoons (four hours in afternoon starting as early as 11:45 pm)

Usage of more than four hours is billed at a full day rate.

Before School Program - 6:30 am to 9:00 am

After School Program - 3:10 pm to 6:00 pm

**SCHEDULE “L”  
By-Law No. 09-2017**

**Fire and Emergency Services Fees**

<b>EMERGENCY SERVICES</b>	<b>FEE</b>
<p>1. For attending the scene of a motor vehicle collision:            (a) Involving dangerous goods (as defined under the Dangerous Goods Act) and/or vehicles with a gross weight over 11,000kg. Or             (b) Where the fire department provided medical, extrication, fire suppression, spill mitigation or site clean-up services</p>	<p>(a) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call            (b) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs to for each and every call</p>
<p>2. For response to incidents involving the release, or potential release, of dangerous goods (not covered under 1.).</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional for each and every call</p>
<p>3. For fire department response fees/Indemnification Technology®.</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call</p>
<p>4. For responding to false alarms from an automatic alarm system:            (a) first false alarm in any 12 month period            (b) second false alarm in any 12 month period:            (c) third and subsequent false alarms in any 12 month period:</p>	<p>(a) Nil            (b) Warning Letter            © Current MTO rate per occurrence</p>
<p>5. For responding to an open air burn by-law violation as outlined in North Huron by-law</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call</p>
<p>6. For attending an incident at a property where no locate was obtained or where requirements of the locate had not been followed:</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call</p>
<p>7. For providing a Fire Watch on a premises as required under the Ontario Fire Code</p>	<p>Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call</p>
<p>9. For repair or replacement of any fire department or municipal items consumed, dispensed, damaged or destroyed during the course of incidents in 1. through 6. above.</p>	<p>Cost plus \$25 for repair or replacement of items valued at under \$500 each.            Cost plus 15% for all items valued at over \$500 each.</p>
<p>8. For recovery of costs invoiced to the fire department or municipality for any goods or services provided during the course of incidents in 1. through 6. above.</p>	<p>Cost plus \$25 for invoices under \$500, and cost plus 15% for invoices over \$500.</p>
<p>9. SCBA Cylinder Refills</p>	<p>\$10/cylinder</p>
<p>10. Request for fire incident report from a non-government agency.</p>	<p>\$101 per report</p>

**SCHEDULE “L”  
By-Law No. 09-2017  
(con’t)**

<b>NON-EMERGENCY SERVICES</b>	<b>FEE</b>
<b>1. Inspection – Residential and Ontario Building Code Group C Occupancies</b> a. Residential single unit dwelling b. Residential multi unit dwelling c. Follow up meetings or inspections	\$101.00 \$126 plus \$25 per unit \$25 per half hour or part thereof
<b>2. Inspection – Ontario Building Code Group B,D,E, and F Occupancies</b> a. up to 10,000 square feet b. every additional 2,500 c. follow up meetings or inspections	\$126 \$25 \$25 per half hour or part thereof
<b>3. Inspection - Tent or Marquee</b> Where Fire Code inspection is required or requested.	\$126
<b>4. Plans Review</b> Review of construction plans	\$25 per half hour or part thereof
<b>5. Fire Safety Plan</b> Request to review a fire safety plan Request to review a fire safety plan and provide written response	\$0 \$101
<b>6. Propane Risk &amp; Safety Management Plan (RSMP) Review</b>	\$25 per half hour or part thereof
<b>7. Fire Drill Attendance</b> Attend Attend and provide written response	\$0 \$51
<b>8. Other services required</b> For recovery of costs invoiced to the fire department or municipality for any goods or services provided for fire inspection or prevention services	Cost plus \$25 for invoices under \$500, and cost plus 15% for invoices over \$500
<b>9. Request for fire inspection report(s) from a non-government agency.</b>	\$126

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 10-2017**

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Being a by-law to authorize Civil Marriage Solemnization Services by  
the Township of North Huron

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**WHEREAS** Ontario Regulation 285/04 provides for the Authorization for the Clerk of a municipality to Solemnize Civil Marriages within the authority of a licence;

**AND WHEREAS** the Council of the Corporation of the Township of North Huron considers it desirable to have Civil Marriage Solemnization Services provided by the Township of North Huron;

**AND WHEREAS** the Council of the Corporation of the Township of North Huron deems it expedient to enact this By-law;

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. That the Council of the Corporation of the Township of North Huron does hereby direct that Civil Marriage Solemnization Services be provided by the Township of North Huron;
2. That the Council of the Corporation of the Township of North Huron recognizes that Kathy Adams, Clerk for the Township of North Huron is hereby authorized to solemnize Civil Marriages as set out under Ontario Regulation 285/04 and The Marriage Act, R.S.O. 1990, Chapter M 3, as amended, for the Province of Ontario;
3. That the Council of the Corporation of the Township of North Huron does hereby support the Clerk delegating the authority to provide Civil Marriage Solemnization to Emily Phillips;
4. That By-law No. 08-2007 is hereby repealed;
5. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 6<sup>th</sup> DAY OF FEBRUARY, 2017.

READ A THIRD TIME AND PASSED THIS 6<sup>th</sup> DAY OF FEBRUARY, 2017.

CORPORATE SEAL

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Reeve Neil G. Vincent

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Clerk Kathy Adams

**CORPORATION OF THE TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 11 - 2017**

**“A By-Law to Provide for Interim Tax Levies”**

**WHEREAS** section 317 of the *Municipal Act*, 2001 S.O. 2001, c.25, as amended, provides that the council of a local municipality, before the adoption of estimates for the year under section 290, may pass a by-law levying amounts on the assessment of property in the local municipality rateable for local municipality purposes;

**AND WHEREAS** the Council of the Township of North Huron deems it appropriate to provide for such interim levy on the assessment of property in this municipality;

**THEREFORE** the Council of the Township of North Huron enacts as follows:

1. In this by-law the following words shall be defined as:

“Act” shall mean the *Municipal Act*, 2001 S.O. 2001, C.25, as amended

“Minister” shall mean the Minister of Finance;

“MPAC” shall mean the Municipal Property Assessment Corporation;

“Treasurer” means the treasurer of a lower-tier municipality or a person delegated the treasurer’s powers and duties under s.286 (5) of the *Act*;

2. The amounts levied shall be as follows:

2.1. For the Residential, Pipeline, Farm and Managed Forest property classes there shall be imposed and collected an interim levy of:

(a) the percentage prescribed by the Minister under section subsection 317 (3) paragraph 2. of the *Act*; or,

(b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on a property in the year 2016.

2.2. For the Multi-Residential, Commercial and Industrial property classes there shall be imposed and collected an interim levy of:

(a) the percentage prescribed by the Minister under section subsection 317 (3) paragraph 2. of the *Act*; or,

(b) 50%, if no percentage is prescribed, of the total taxes for municipal and school purposes levied on a property in the year 2016.

3. For the purposes of calculating the total amount of taxes for the year 2016 under paragraph 2, if any taxes for municipal and school purposes were levied on a property for only part of 2016 because assessment was added to the tax roll during 2016, an amount shall be added equal to the additional taxes that would have been levied on the property if taxes for municipal and school purposes had been levied for the entire year.
4. The provisions of this by-law apply in the event that assessment is added for the year 2017 to the tax roll after the date this by-law is passed and an interim levy shall be imposed and collected.
5. All taxes levied under this by-law shall be payable into the hands of the Treasurer in accordance with the provisions of this by-law.
6. There shall be imposed on all taxes a penalty for non-payment or late payment of taxes in default of the installment dates set out below. The penalty shall be one and one-quarter percent (1¼%) of the amount in default on the first day of default and on the first day of each calendar month during which the default continues, but not after the end of 2017.
7. The interim tax levy imposed by this by-law shall be paid in two installments due on the following dates:
  - 7.1. One-half (1/2) thereof on the 27th day of March of 2017;
  - 7.2. One-half (1/2) thereof on the 27<sup>th</sup> day of June of 2017;
8. A notice specifying the amount of taxes payable, may be mailed (including electronic mail) or cause to be mailed to the address of the residence or place of business of each person taxed under this by-law by any person referred to under paragraph 2.
9. The notice to be mailed (including electronic mail) under this by-law shall contain the particulars provided for in this by-law and the information required to be entered in the Tax roll under section 340 of the *Act*.
10. The subsequent levy for the year 2017 to be made under the *Act* shall be reduced by the amount to be raised by the levy imposed by this by-law.
11. The provisions of s. 317 of the *Act*, apply to this by-law with necessary modifications.
12. Any person referred to under paragraph 2. shall be authorized to accept part payment from time to time on account of any taxes due, and to give a receipt of such part payment, provided that acceptance of any such part payment shall not affect the

collection of any percentage charge imposed and collectable under section 7 of this by-law in respect of non-payment or late payment of any taxes or any installment of taxes.

13. Nothing in this by-law shall prevent any person referred to under paragraph 2. from proceeding at any time with the collection of any tax, or any part thereof, in accordance with the provisions of the statutes and by-laws governing the collection of taxes.

14. In the event of any conflict between the provisions of this by-law and any other by-law, the provisions of this by-law shall prevail.

15. This by-law shall come into force and take effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 6th day of February, 2017.

READ A THIRD TIME AND FINALLY PASSED, THIS 6th day of February, 2017.

CORPORATE SEAL

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Reeve – Neil Vincent

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Clerk – Kathy Adams

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 12-2017**

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Being a by-law to authorize designated officials to sign, on behalf of Council,  
an Agreement between the Ontario Trillium Foundation and the Corporation of the  
Township of North Huron for an Ontario 150 Community Capital Program Grant.

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**WHEREAS** the Municipal Act, 2001, as amended permits the Councils of all municipalities to enter into certain agreements;

**AND WHEREAS** Council of the Township of North Huron Council is desirous of executing an Agreement between the Ontario Trillium Foundation and the Corporation of the Township of the North Huron for an Ontario 150 Community Capital Program Grant;

**AND WHEREAS** Council deems it expedient to enter into said agreement;

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. That the designated officials are hereby authorized to sign an Agreement between the Ontario Trillium Foundation and the Corporation of the Township of North Huron for an Ontario 150 Community Capital Program Grant.
2. That a copy of the said Agreement is attached hereto and designated as Schedule 'A' to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2017.

READ A THIRD TIME AND PASSED THIS 6<sup>TH</sup> DAY OF FEBRUARY, 2017.

CORPORATE SEAL

\_\_\_\_\_  
Neil G. Vincent, Reeve

\_\_\_\_\_  
Kathy Adams, Director of  
Corporate Services/Clerk



**GRANT CONTRACT**

**("the CONTRACT")**

**BETWEEN**

**Ontario Trillium Foundation  
("The Foundation")**

**AND**

**Corporation of the Township of North Huron  
("The Grantee")**

**274 Josephine Street P.O.**

**Box 90**

**Wingham, Ontario N0G 2W0**

**\$150,000.00 over 8 months**

Delivering improved infrastructure with a \$150,000 grant over 8 months to renovate the North Huron Aquatic Centre, replacing outdated mechanical equipment and the pool liner. Fostering more active lifestyles, this initiative is helping infrastructure be accessible and available for physical activity, and has an impact on the lives of 5,109 people in the community.

**Application ID No.: ON96894**

**Approval Date:**

**2016-12-01**

## Terms and Conditions

### 1. Use of Grant Funds

- Grant funds may only be used for the exclusive purpose of the project as it is described in Schedule A ("The Grant"). Grant funds may only be spent for the items and activities described in Schedule A.
- Grant funds are not to be used for the purchase of alcohol or expenses not eligible for funding under the [Ontario150 Community Capital Program Application Guide](#) 2016-2017.
- Grant funds are not to be used by or for any organization or individual other than those specified in Schedule A.
- The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Reallocation of Grant Funds Policy" published on the Foundation's website at [www.otf.ca](http://www.otf.ca) (the "OTF Website"), including that Policy as it may be amended from time to time. ◦ The Grantee acknowledges that the amount of Grant funds available to it is based on the actual costs to the Grantee, less any costs (including HST and other taxes) for which the Grantee has received, will receive, or is eligible to receive a rebate, credit or refund.
- Any unspent Grant funds must be returned to the Foundation, unless the Foundation has given prior written approval for such funds to be spent on other items or activities that are consistent with the Grant's purpose.
- The Grantee fully understands that all payments of Grant funds to the Grantee are funded by the Ontario Government and are wholly conditional upon the Foundation receiving sufficient funding from the Ontario Government. The Grantee understands that if funding is not provided to the Foundation, or is provided in an insufficient amount by the Ontario Government, the Foundation is not obligated to make any payments of Grant funds to the Grantee and the Foundation may reduce the amount of Grant funds, otherwise modify the Grant, or terminate the Grant.
- The Grantee acknowledges that it is obliged to take reasonable care in screening volunteers and staff participating in the project described in Schedule A.

### 2. Maintaining Eligibility Status

- By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the eligibility status of the Grantee set out in the Grantee's application to the Foundation for Grant funds is current and in good standing.
- The Grantee represents and warrants that the Grantee has read, is in compliance with and agrees to comply in the future with the [Ontario150 Community Capital Program Application Guide](#) 2016-2017 and applicable OTF policies published on the OTF Website. Policies may be amended from time to time.
- The Grantee represents and warrants that the Grantee has and will, for the duration of the Grant, maintain its current status as cited in the Grantee's Organization Registration with OTF, and will immediately inform the Foundation of any change in or challenge to the Grantee's eligibility status as set out in the Grantee's registration with the Foundation.

### 3. Payment of Grant Funds

- The Foundation will pay Grant funds according to the terms stated in Schedule A.
- The Grantee must have - or must establish - a bank account in its own name at a Canadian financial institution. Until used in accordance with this Grant Contract, the Grant funds will be kept in this account.
- The Foundation must receive an electronically-signed copy of this Grant Contract before sending the first Grant payment to the Grantee.
- The Foundation may withhold Grant payments or terminate the Grant if, in the Foundation's opinion, the Foundation:
  - is not satisfied that matching funds are securely in place is not
  - satisfied with the Grantee's progress;
  - determines that the Grantee is unable to complete the Grant in a satisfactory manner or within the approved timelines;
  - determines that the Grantee is not complying with this Grant Contract, as defined in Section 16 below; or determines that continuing the Grant is not in the general public's interest.

- If the Grantee has received more than one Grant from the Foundation and
- OTF terminates one or more of those Grants, OTF may withhold payments under or terminate any or all of the other Grants of the Grantee.

- The Foundation may withhold Grant payments or terminate the Grant if the Grantee ceases to operate, is insolvent or otherwise unable to pay its debts, makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or proceedings are commenced to adjudge bankrupt, place in receivership, wind up, dissolve or liquidate the Grantee.

#### 4. Mandatory Orientation Session

The Grantee will attend the Foundation's Orientation Webinar in order to understand its role and responsibilities as an OTF Grantee.

#### 5. Grant Results and Metrics

- The Grantee, as specified in Schedule A, will track and report on Grant Results and Metrics, as required, for this Grant.

#### 6. Reporting and Grant Monitoring

- The Grantee will immediately notify the Foundation of any changes to the finances, governance, management, staffing or operations of the Grantee or any other matter that might delay or stop the successful completion of the Grant.

#### Final Reports

- The Grantee will submit a complete final report to the Foundation at the times specified in Schedule A.
- In this report the Grantee will clearly explain the Grantee's use of the Grant funds and the progress the Grantee has made toward achieving the metrics specified in Schedule A and the Grant Results, with the expectation that the Grantee has complied with the terms and conditions of this Grant Contract.
- All reports will be submitted according to the Foundation's requirements.
- The Foundation will review the progress the Grantee makes toward achieving the specified Metrics and Grant Results. Monitoring progress may involve on-site visits by Foundation representatives.
- The Foundation may also ask to consult with the Grantee's personnel regarding the Grantee's expenditures, records, progress, and achievements relating to the Grant. The Grantee will cooperate with any such inquiry by the Foundation and will make the Grantee's reports, records (as described in Section 7 below), and the Grantee's personnel available for the purpose of the inquiry.
- If the Foundation does not receive the final report in a timely manner or the final report is otherwise not in compliance with this Grant Contract, the Foundation will withhold the final payment until the late report is received and considered by the Foundation to be satisfactory. The Foundation may terminate the Grant if any final report is not received within sixty (60) days of the date on which it was due.
- If the Foundation does not receive final reports in a timely manner, this may be taken into consideration in assessing a future Grant application.

#### Additional Reporting

- In addition to the regular scheduled reports, the Foundation may ask the Grantee to submit additional interim reports, verbally or in writing, which the Grantee will provide on a
- timely basis. The Grantee acknowledges and agrees that OTF has the unrestricted right to use all information provided by the Grantee, including sharing best practices and lessons learned to promote knowledge mobilization in the community and the Foundation; building evidence-based policy and program design in the public benefit sector; and sharing information with the public. As an agency of the Government of Ontario, the Foundation may use and disclose all information provided to it in carrying out its mandate, consistent with access and privacy legislation and the government's Open Government commitment.

#### 7. Records

- The Grantee will keep all reports (including supporting documentation) submitted to the Foundation as outlined in the previous Section 6, Reporting and Grant Monitoring.
- The Grantee will maintain accounting records that clearly show the receipt of Grant funds and how the money has been spent. All related records and supporting documentation will

be available for inquiries, evaluations or audits by the Foundation for the purposes of this Grant Contract. Such records and supporting documents shall include but are not limited to a general ledger listing of detailed Grant expenses for all products, services, and salaries; corresponding invoices and proof of payment documents; bank statements, employment contracts, payroll registers, employee paycheques, Canada Revenue Agency records, and certificates of completion.

- o The Grantee will keep records substantiating fulfillment of specified targets, metrics, conditions, and requirements, if any, and make them available to the Foundation on request.
- o The Grantee will keep records relating to operations, employees, volunteer and program participants, including but not limited to registration forms of members, volunteers, and participants, and make them available to the Foundation on request.
- o The Grantee will retain all records of Grant receipts and expenditures as outlined in detail in Sections 6 and 7 of this Grant Contract for at least six (6) years after the completion of the Grant.

#### 8. Advocacy

- o The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Advocacy Policy" published on the OTF Website, including that Policy as it may be amended from time to time.

#### 9. Recognition of the Foundation's Funding

- o The Grantee represents and warrants that it has read and agrees to comply with the Foundation's "Recognition Policy" published on the OTF Website, including that Policy as it may be amended from time to time. The Grantee understands that its compliance with the Recognition Policy will be monitored.
- o Photos taken at recognition events may be used by OTF on its website and/or in other publications.

#### 10. Evaluation and Audit

- o The Foundation, Auditor General of Ontario or other Ontario government bodies may conduct or commission an evaluation or audit of this Grant. (The Foundation currently audits a minimum of 10% of its grants annually.) The Grantee will co-operate with any such evaluations or audits, including but not limited to making the Grantee's records, as described in Sections 6 and 7 of this Grant Contract, and the Grantee's personnel available to Foundation personnel or consultants, government internal audit professionals or the Auditor-General of Ontario, for the purpose of the evaluation or audit.

#### 11. Applicable Laws

- o By signing this Grant Contract, the Grantee represents, warrants, acknowledges, and confirms that the Grantee has complied and will comply with all applicable federal and provincial laws and regulations, municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Grant. This includes but is not limited to - where applicable - the Ontario Human Rights Code, the Ontario Employment Standards Act, and the Income Tax Act.
- o The Grantee further represents and warrants that it has read and agrees to comply with the Foundation's "Anti-Discrimination Policy" published on the OTF Website, including that Policy as it may be amended from time to time.
- o The Grant Contract will be interpreted in accordance with the laws of Canada, the Province of Ontario, any municipality in the Province of Ontario, and any court order.

#### 12. Insurance

- o The Grantee will purchase and maintain insurance, including but not limited to property insurance, casualty insurance, and general liability insurance, which is adequate for the purposes of the Grantee's operations. Adequate insurance coverage must be maintained for the duration of the Grant.

#### 13. Indemnity

- o The Grantee agrees to indemnify and save the Foundation, its officers, directors, employees, and agents harmless from and against any and all costs, claims, demands, expenses, actions, causes of action, and for any and all liability for damages to property and injury to persons (including death) howsoever caused, arising out of or in any way related to the Grant, the Grantee, or the payment or non-payment of Grant funds to the Grantee. The Foundation holds this indemnity in trust for parties who are not parties to this Grant Contract.

#### 14. Termination

- o If the Grantee violates any of the provisions of this Grant Contract including the attached Schedules, the Foundation has the right to terminate the Grant.

If the Grant is terminated, the Foundation will withhold any further payments of Grant funds.

If the Grant is terminated, the Grantee must repay any unspent portion of the Grant funds to the Foundation. The Grantee will also repay to the Foundation Grant funds that the Grantee has spent if, in the Foundation's sole opinion, such Grant funds have not been spent in accordance with this Grant Contract.

oAny decision by the Foundation to terminate this Grant will be final and legally binding.

#### 15. Acquisition of Goods and Services; Distribution of Assets

oIf the Grantee acquires supplies, equipment or services with Grant funds, it shall do so through a process that promotes the best value for money and is free from an actual or potential conflict of interest.

oA conflict of interest includes any circumstances in which the Grantee or any person who has the capacity to influence the Grantee's decisions has outside commitments, relationships or financial interests that could, or could be seen to, interfere with the Grantee's objective, unbiased and impartial judgment. The Grantee will disclose to the Foundation, without delay, any situation that a reasonable person would interpret as an actual, potential or perceived conflict of interest, and comply with any terms or conditions that the Foundation may prescribe as a result of the disclosure.

oThe Grantee will not, without the Foundation's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Grant funds or for which Grant funds were provided.

oIf within five years of receiving the Grant funds the Grantee dissolves or no longer needs assets, whether real or personal property, purchased with the Grant funds, the Grantee will at the request of the Foundation transfer any such assets with a value of \$5,000 or more, for no consideration and clear of such encumbrances as the Foundation may in its discretion specify, to a not-for-profit organization that meets the Foundation's "Eligibility Requirements" as set out in the Foundation's Eligibility Policy or, in the discretion of the Foundation, to the Foundation. The Grantee will cooperate with due diligence inquiries by the Foundation or other qualified transferee prior to the transfer and will make all relevant documentation of the Grantee available for the purpose of such inquiries prior to the transfer.

#### 16. Entire Agreement

oThis Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s), the [Ontario150 Community Capital Program Application Guide](#) 2016-2017, the Foundation Policies expressly referred to in the foregoing (collectively, the "Primary Contract Documents"), and all additional relevant Foundation Policies posted on the Foundation's website at [www.otf-policies.ca](http://www.otf-policies.ca), including as they be amended from time to time, and any amending agreement entered into as provided for below, constitutes the entire agreement between the Foundation and the Grantee and supersedes all prior oral or written representations and agreements. In the event of any inconsistency between the provisions of the Primary Contract Documents or any amending agreement and the provisions of the additional Foundation Policies posted on the Foundation's website, the former shall prevail.

#### 17. Modification and Waiver

oThis Grant Contract may only be modified by an amendment in writing duly executed by authorized personnel of the Foundation and the Grantee. If the Grantee fails to comply with any term of this Grant Contract, the Grantee may only rely on a waiver of the Foundation if the Foundation has provided a written waiver to the Grantee. Any waiver must refer to a specific failure to comply and will not have the effect of waiving any subsequent failures to comply.

#### 18. Acknowledgement

oThe Grantee acknowledges that it has read and understands the provisions contained in the entire Grant Contract, including these Terms and Conditions, all Schedules to this Grant Contract, the Declaration, the Signature Page(s) and the OTF Policies referred to in this Grant Contract, and agrees to be bound by the terms and conditions contained in the entire Grant Contract.

#### 19. Capital Grants

oWithout limiting the application of Section 12 above to the capital project, the Grantee will purchase and maintain insurance including but not limited to property insurance, casualty insurance, and general liability insurance which is adequate for the purposes of the capital project of the Grantee, including operations at the project site and any equipment used as part of the project. Adequate insurance coverage must be maintained for the duration of the Grant. oWithout limiting the application of Section 13 above to the capital project, the Foundation is not responsible or liable for the quality of design, construction, maintenance or operation of the

capital project. The Foundation is not responsible or liable for any loss or damages arising out of or relating to the design, construction, maintenance or operation of the capital project.

oThe Grantee will ensure that all renovations, modifications, and additions meet or exceed all applicable by-laws, building codes and project specifications, and will obtain and keep all relevant certificates of completion.

20. No Partnership or Joint Venture

oIt is expressly acknowledged and agreed that this Grant Contract, the Grant or the conduct of the Foundation and the Grantee relating to the Grant shall not create any form of partnership or joint venture between the Foundation and the Grantee.

21. Non-Assignability

oThis Grant Contract shall not be assigned by the Grantee without the written consent of the Foundation.

22. Reliance by Foundation

oThe Grantee represents, warrants, agrees, and acknowledges that in providing the Grant to the Grantee, the Foundation has relied on the representations and warranties contained herein and all information provided to the Foundation in the Grantee's application to the Foundation for Grant funds and all other information provided in writing to the Foundation by the Grantee; that such information is correct, will continue to be correct, and contains no material misrepresentations; and that the Grantee will immediately notify the Foundation if any such information ceases to be correct.

23. Severability of Provisions

oThe invalidity or unenforceability of any provision of this Grant Contract will not affect the validity or enforceability of any other provision of the Grant Contract. Any invalid or unenforceable provision will be deemed to be severed.

## Declaration of Understanding

I declare that I have read and understand the Grant Contract between the  
Ontario Trillium Foundation (OTF)  
and my organization (Corporation of the Township of North Huron)

This includes all OTF Policies, published at [www.otf.ca](http://www.otf.ca).

In addition to the Grant Contract, I further acknowledge that:

The information contained in the application and accompanying documents is true, accurate and complete.
I am a representative with designated signing authority/decision-making authority in our organization.
The Ontario150 Community Capital Program will not disburse funds without confirmation that full project funding from all sources is in place.
The Ontario150 Community Capital Program will not reimburse any expenses incurred prior to the date of approval of the grant.
The amount of funding requested in the application corresponds to the conditions related to the size of our organization's operating budget.
The funding secured for this project from government sources do not exceed 90% of the total project cost.
Our organization is not in default of the terms and conditions or any grant or loan agreement with any ministry or agency of the Government of Ontario.
I understand that I must provide OTF with the details for a bank account in the name of my organization at a Canadian financial institution, and have added this information to our grant portal.
I, or the appropriate person in my organization for this Grant, have participated in OTF's orientation webinar and understand the role and responsibilities of an OTF grantee.

I understand that I must provide OTF with the details for a bank account in the name of my organization at a Canadian financial institution, and have added this information to our grant portal.

I understand that if our grant includes capital renovations to land or property, that my organization must hold proof of ownership or a minimum five-year lease of the land or property agreement, and I agree that this documentation will be provided to OTF immediately upon request.

I understand that OTF sets parameters to support the effective use of grant funds while ensuring accountability and the appropriate use of public funds and that Grant funds can only be reallocated in accordance with the terms of the Reallocation of Grant Funds Policy.

I have reviewed and understand the OTF reporting requirements for this program, including timing and tools for reporting and evaluation. I understand what information needs to be tracked, and how to complete the reports to OTF.

IN WITNESS WHEREOF, the Grant Contract has been signed on behalf of the parties as of the dates indicated below. I have the authority to legally bind the organization in this Grant Contract.

Ontario Trillium Foundation

Corporation of the Township of North Huron



Per:

X \_\_\_\_\_

Name : Donna White

Per: SCHEDULE A

Beth Puddicombe  
Vice-President, Community Investments  
2016-12-01

**BUDGET**

**GRANT RESULT AND METRICS  
PAYMENT AND REPORT SCHEDULES**

Grantee: Corporation of the Township of North Huron  
Application ID: ON96894 Approved Amount: \$150,000.00  
Approval Date: 2016-12-01 Grant Term: 8 Months Assigned Staff:  
Trudi Collins

The Grant to your organization is based on information provided in your application.

**BUDGET**

Grant funds may only be spent as per the approved amounts in each of the categories below, which are based on itemized details provided in the financial workbook submitted with your application.

**Direct Personnel Costs**

OTF Budget Request	Requested Amount	Notes
Renovations, repairs or retrofits	\$150,000.00	Includes the removal and replacement of pool liner estimated at \$295,000. Repairs and painting of beams and HVAC rings \$44,000. Total project is \$339,000.
Equipment	\$0.00	Project expenses include UV Water Filtration system \$30,554 Mineral Removal Water Filtration System \$30,000.
Developmental Costs	\$0.00	Architect and Engineer consulting \$20,000 Pool Consultant \$6,950

Total Ontario150 Request	\$150,000.00
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**OTF INVESTMENT STRATEGY ALIGNMENT**

Your grant has been approved for the following purpose: Delivering improved infrastructure with a \$150,000 grant over 8 months to renovate the North Huron Aquatic Centre, replacing outdated mechanical equipment and the pool liner. Fostering more active lifestyles, this initiative is helping infrastructure be accessible and available for physical activity, and has an impact on the lives of 5,109 people in the community.

Priority Outcome: More people become active.

Grant Result: infrastructure be accessible and available for physical activity.

You will be expected to measure and report on the following:

Metrics	Achievements
Amount of new space (sqft) 8160	
Amount of new space (km) 0	
Number of additional hours available: 0	

**Payment and Report Schedule**

Scheduled Event	Payment Amount	Date
Payment	\$135,000.00	2017-03-02
Final Report - Capital		2017-12-30
Payment	\$15,000.00	2018-01-19

**THE TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 13-2017**

**A By-law of the Township of North Huron  
To confirm generally previous actions of the Council of the  
Township of North Huron**

**THEREFORE** the Council of the Corporation of the Township of North Huron enacts as follows:

1. The actions of the Council of the Corporation of the Township of North Huron at its meeting on February 6, 2017, be confirmed.
2. Execution by the Reeve and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its final passing.

**READ A FIRST AND SECOND TIME** this 6<sup>th</sup> day of February, 2017.

**READ A THIRD TIME AND FINALLY PASSED** this 6<sup>th</sup> day of February, 2017.

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**Neil Vincent, Reeve**

**SEAL**

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**Kathy Adams, Clerk**