

Part 1 of 2

of

*NORTH HURON
AGENDA*

**Township of North Huron
Agenda
Regular Council Meeting**



**To be held
Monday, February 1, 2016
at 7:00 P.M.**

**Township Council Chambers
Wingham**

AGENDA
FOR THE TOWNSHIP OF NORTH HURON COUNCIL MEETING
TO BE HELD IN THE TOWNSHIP COUNCIL CHAMBERS
MONDAY, FEBRUARY 1, 2016 at 7:00 p.m.

1. Call to Order:
2. Accept or Amend Agenda:
THAT The Council of the Township of North Huron; accept the Agenda for the February 1, 2016 Council meeting; as printed.
3. Declaration of Pecuniary Interests:
4. Approval of Previous Minutes:
 - 4.1 Minutes of the Regular Council Meeting held January 18th, 2016.
THAT The Council of the Township of North Huron hereby adopts the minutes of the Regular Council Meeting held January 18th, 2016; as printed and circulated.
5. Deputations/Petitions/Invited Guests:
 - 5.1 Joyce Williamson - Retirement Recognition
6. Reports:
 - 6.1 Reeve's Report:
 - 6.2 County Council Report:
 - 6.3 Clerks Department
 - 6.3.1 Department Report

THAT the Council of the Township of North Huron hereby receives the February 1, 2016 Report

6-3-1 of the Clerk's Department for information purposes.

- 6.3.2 Site Plan Application for Wingham Health Clinic

THAT the Council of the Township of North Huron hereby recommend that the site plan application (131 John Street East, Wingham Ward, Township of North Huron) be approved with the following conditions and a site plan agreement be entered into:

1. *This site plan approval applies to the site plan entitled "Project 21509 Wingham Health Clinic" prepared by V.G Architects (The Ventin Group Ltd.), dated December 23, 2015 and referred to as Plan A1.1;*
2. *This site plan approval also includes submitted drawings prepared by R.J Burnside & Associates Ltd, dated January 14, 2016, entitled:*
 - *Wingham Health Clinic Parking Lot Layout- Phases 1 &2, referred to as C101*
 - *Wingham Health Clinic Parking Lot Layout- Phase 3, referred to as C102*
 - *Wingham Health Clinic Lot Grading and Drainage Plan- Phase 1, referred to as C201*
 - *Wingham Health Clinic Lot Grading and Drainage Plan- Phase 2, referred to as C202*
 - *Wingham Health Clinic Lot Grading and Drainage Plan-Phase 3, referred to as C203*
 - *Wingham Health Clinic Stormwater Management Plan, referred to as C301*

3. Installation or repair of any curbing or infrastructure works and facilities;
4. Providing and maintaining the site grading, drainage of surface waters and storm water management on the lands in accordance with Drawings C201, C202, C203, and C301, and the Engineer's specifications;
5. Submitted Burnside Drawings C101, C102, C201, C202 be modified to show changes and comments from the review by B.M Ross and Associates Limited;
6. All surfacing on the lands is to be complete;
7. All snow is to be stored on the subject property as indicated on the Site Plan;
8. All exterior lighting is to be installed as indicated on the Site Plan and prevent glare on adjacent properties;
9. All trees that are removed are to be replaced to the satisfaction of the Township; and
10. Phased parking is to be completed as indicated on the Site Plan and in Burnside Drawings C101 and C102 and the temporary parking lot will be removed to the Township's satisfaction.

6.4 Finance Department

6.4.1 Bills & Accounts

Accounts Payable	January 28, 2016
General Account	\$194,346.84
Water Account	\$194,869.10
Sewer Account	\$25,631.79
General Internet/Pre-authorized	\$69,002.76
Water Internet/Pre-authorized	\$1,826.15
TOTAL	\$485,676.64

THAT The Council of the Township of North Huron approve the Bills and Accounts in the amount of \$485,676.64 as of January 28, 2016.

6.5 Recreation and Facilities Department

6.5.1 Town Hall Theatre Committee Grant/Fund Applications

THAT the Council of the Township of North Huron approve the applications for funding for the Town Hall Theatre Committee fundraising campaign to the Bruce Power's Community Investment & Sponsorship Program for \$10,000.

THAT the Council of the Township of North Huron approve the application for funding from the Lucknow Kinsmen's Music in the Fields account for the amount of \$5,000.

THAT the Council of the township of North Huron approve the application to the Libro Prosperity Fund for up to \$10,000 of funding.

6.5.2 Town Hall Theatre Committee Funds for Fire Code Consulting

THAT the Council of the Township of North Huron approve staff spending up to \$1,500 of funds in reserves, to hire Allan Avis Architects to provide a written recommendation on how to best meet the requirements for the fire code upgrades for the Town Hall Theatre. The funds in reserves have been fundraised for the Town Hall Theater Renovation Project.

6.6 Public Works Department

6.6.1 Department Report

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

6.6.2 Winter Maintenance of Sidewalks Policy

THAT the Council of the Township of North Huron hereby receives the February 1st 2016 Draft Winter maintenance of sidewalks Policy is received for information purposes;

AND FURTHER THAT Council approves the Draft Township Winter Maintenance of Sidewalks Policy as presented;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Maintenance of Sidewalks Policy at the February 15, 2016 Council meeting.

6.6.3 Winter Operations Plan

THAT the Council of the Township of North Huron hereby receives the February 1st 2016 Draft Winter Operations Plan report for information purposes;

AND FURTHER THAT Council approves the Draft Winter Operations Plan as presented;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Operations Plan at the February 15, 2016 Council meeting.

6.6.4 Minimum Maintenance Standard

THAT the Council of the Township of North Huron hereby receives the February 1st 2016 Minimum Maintenance Standards for Municipal Highways Ontario Regulation 239/02 for information purposes;

AND FURTHER THAT Council approves the adoption of the Minimum Maintenance Standards for Municipal Highways within the Township of North Huron;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Minimum Maintenance Standards for Municipal Highways as outlined in the Ontario Regulation 239/02 at the February 15, 2016 Council meeting.

6.7 Utility Department

No report

6.8 Fire Department of North Huron

6.8.1 Development of a Business Plan for the ESTC

THAT the Council of the Township of North Huron hereby hire a consultant to review ESTC operations, budget and operating structure and subsequently develop a business plan for the ESTC.

6.9 CAO

6.9.1 Howson Dam – Response to Committee Delegation & Correspondence

THAT the Council of the Township of North Huron hereby accepts the Report of the CAO dated January 27, 2016 regarding the Howson Dam Report for information purposes;

AND FURTHER THAT, in consideration of the provisions of the Township's Committee Appointment Policy; the request from the Howson Dam Committee to be appointed as a Committee of Council is hereby denied.

6.9.2 Draft Procedural By-law

THAT the Council of the Township of North Huron hereby accepts the Report of the CAO dated January 27, 2016 regarding the final draft of the Procedural By-law for information purposes.

7. Unfinished Business:

8. New Business:

8.1 Source Water Protection Stewardship.

THAT the Council of the Township of North Huron hereby receive the Source Water Protection Stewardship correspondence for information purposes.

9. Council Information (Council may bring forward information for discussion):

9.1 2016 ROMA/OGRA Combined Conference.

9.2 Rural Ontario Municipal Association.

9.3 OSUM 2016 Annual Conference and Trade Show.

9.4 Inspiring Women in Huron.

9.5 Huron County Federation of Agriculture Annual MPP/MP/Local Politician Meeting.

9.6 Maitland Conservation's Annual Meeting.

9.7 Howson Dam:

9.7.1 Wingham Masonic Lodge

9.7.2 Howson Dam Supporters:

i) Mary Lou and Brian Cameron

ii) Mac and Carol MacKay

iii) Marie Gear and Larry Cerson

iv) Terry Taylor

v) Shaun Marshall MD

vi) Carol Hamilton

vii) John H. Mann

THAT The Council of the Township of North Huron agree that the correspondence be ordered, read and filed.

10. Correspondence (available at Clerk's Office):

- 10.1 AMO Communications:
 - 10.1.1 AMO Policy Update – 2016 Pre-Budget Submission.
 - 10.1.2 Registration Open for the 2016 AMO Annual Conference.
 - 10.1.3 AMO Policy Update – Federal Minister Starts to Frame Infrastructure Investments.
 - 10.1.4 AMO Watch File – January 21, 2016.
 - 10.1.5 LAS Energy Finance Workshops.
 - 10.1.6 AMO's Heads of Council Leadership Training.
 - 10.1.7 AMO Watch File – January 28, 2016.
- 10.2 Ministry of Municipal Affairs and Housing Survey on Procurement Practices.
- 10.3 Rural Response For Healthy Children

THAT The Council of the Township of North Huron agree that the correspondence be ordered, read and filed.

11. Committee Reports:

- 11.1 Health & Safety Committee
 - 11.1.1 Minutes November 26, 2015 Meeting
- 11.2 North Huron Police Services Board
 - 11.2.1 Minutes December 1, 2015 Meeting
- 11.3 Wingham & Area Health Professionals Recruitment Committee
 - 11.3.1 Financial and 2016 Budget Documents
- 11.4 East Wawanosh 150th Anniversary Committee
 - 11.4.1 Minutes November 25, 2015 Meeting

THAT The Council of the Township of North Huron agree that the Committee Reports be ordered, read and filed.

12. By-laws:

- 12.1 By-law No. 15-2016; Being a by-law to provide for Interim Tax Levies.

THAT By-law No. 15-2016; being a by-law to provide for Interim Tax Levies; be introduced, read a first and second time.

THAT By-law No. 15-2016; being a by-law to provide for Interim Tax Levies; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

12.2 By-law No. 16-2016; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement

THAT By-law No. 16-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement; be introduced, read a first and second time.

THAT By-law No. 16-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

13. Council Reports & Inquiries:

14. Public Gallery Questions:

15. In Camera Session:

THAT The Council of the Township of North Huron do hereby proceed atto an in Camera Session (Closed to the Public) to discuss the following:

- *personal matters about an identifiable individual, including municipal or local board employees (Organizational Structure Review);*
- *personal matters about an identifiable individual, including municipal or local board employees (ESTC Staffing).*

THAT The Council of the Township of North Huron agree to proceed to the Regular Council meeting atp.m.;

AND FURTHER THAT Direction given to staff in the In Camera Session is hereby approved.

16. Confirmatory By-law:

THAT By-law No. 17-2015; being a By-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.

THAT By-law No. 17-2015; being a By-law to confirm general previous actions of the Council of the Township of North Huron, be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

17. Next Meeting:

Tuesday, February 16, 2016 Regular Council Meeting at 7:00 p.m. North Huron Council Chambers.

18. Adjournment:

THAT The Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned atp.m.

MINUTES
OF THE TOWNSHIP OF NORTH HURON REGULAR COUNCIL MEETING
HELD IN THE TOWNSHIP COUNCIL CHAMBERS
MONDAY, JANUARY 19th, 2016 at 7:01 p.m.

MEMBERS PRESENT: Reeve Neil Vincent, Deputy Reeve James Campbell,
Councillors Yolanda Ritsema-Teeninga, Trevor Seip,
Brock Vodden, Bill Knott.

MEMBERS ABSENT: Councillor Raymond Hallahan

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
Kelly Church, Director of Public Works
Richard Al, Manager of Employee and Business Services
Connie Goodall, Economic Development Officer
Tim Lewis, Chief Building Official
James Marshall, Fire Prevention Officer

OTHERS PRESENT: Denny Scott, Citizen
Kelsey Dunbar, Wingham Advance Times
Steve Hill, Brad Carther, Brent Mills, Tim Willis, Ralph
Nixon, Greg Buchanan, Richard Looser, Rennie
Alexander, Jim Wickens, Tom Inglis, Andy McBride, Joel
Snell

1. **CALL TO ORDER:**

Reeve Vincent called the meeting to order at 7:01 p.m.

2. **ACCEPT OR AMEND AGENDA:**

M036/16: MOVED BY: B.VODDEN SECONDED BY: J.CAMPBELL
*THAT The Council of the Township of North Huron; accept the Agenda for
the January 18, 2016 Council meeting; as amended to include three
additional items under the In Camera session; being Ombudsman
complaints, an additional personnel matter, and CAO performance review.*

CARRIED

3. **DECLARATION OF PECUNIARY INTERESTS:**

None Declared.

4. APPROVAL OF PREVIOUS MINUTES:

- 4.1 Minutes of the Planning Advisory Committee Meeting held January 4th, 2016.

M037/16: MOVED BY: Y.RITSEMA-TEENINGA SECONDED BY: B.KNOTT
THAT The Council of the Township of North Huron hereby adopts the minutes of the Planning Advisory Committee Meeting held January 4th, 2016; as printed and circulated.

CARRIED

- 4.2 Minutes of the Regular Council Meeting held January 4th, 2016.

M038/16: MOVED BY: T.SEIP SECONDED BY: J.CAMPBELL
THAT The Council of the Township of North Huron hereby adopts the minutes of the Regular Council Meeting held January 4th, 2016; as printed and circulated.

CARRIED

- 4.3 Minutes of the Special Council Meeting held January 5th, 2016.

M039/16: MOVED BY: B.VODDEN SECONDED BY: T.SEIP
THAT The Council of the Township of North Huron hereby adopts the minutes of the Special Council Meeting held January 5th, 2016; as printed and circulated.

CARRIED

5. DEPUTATIONS/PETITIONS/INVITED GUESTS:

- 5.1 Richard Looser

Mr. Looser appeared before Council in regards to the recent increase for garbage bag tags and to seek information on landfill operating costs.

Mr. Looser was called out of order by Reeve Vincent and requested to leave the Council Chambers having breached the Procedural By-law No. 5-2012 Section 12.1 No member shall: (a) "Use offensive or unparliamentary language in or against the Council or against any member, staff or guest;"

6. REPORTS:

- 6.1 Reeve's Report

- Attended a luncheon at the Marine Chambers of Commerce in Toronto to discuss the expanded use of the ESTC in Blyth. Currently Blyth is the only certified site in Canada for certain marine courses.

- 6.2 County Council Report

- No report.

6.3 Clerks Department

No report.

6.4 Finance Department

6.4.1 Bills & Accounts

Accounts Payable	January 14, 2016
General Account	\$396,328.69
Water Account	35,160.26
Sewer Account	60,483.05
General Internet/Pre-authorized	60,098.13
Water Internet/Pre-authorized	7,716.28
TOTAL	\$559,786.41

M040/16: MOVED BY: T.SEIP SECONDED BY: Y.RITSEMA-TEENINGA
THAT The Council of the Township of North Huron approve the Bills and Accounts in the amount of \$559,786.41 as of January 14th, 2016.

CARRIED

6.4.2 Department Report

M041/16: MOVED BY: T.SEIP SECONDED BY: J.CAMPBELL
THAT The Council of the Township of North Huron receive the January 18th, 2016 Report of the Director of Finance for information purposes.

CARRIED

6.4.3 Development Charges

6.4.3.1 Development Charges Report

M042/16: MOVED BY: B.VODDEN SECONDED BY: Y.RITSEMA-TEENINGA
THAT The Council of the Township of North Huron adopt the Development Charges Statement as presented by the Director of Finance.

CARRIED

6.4.3.2 Development Charges Update

M043/16: MOVED BY: T.SEIP SECONDED BY: B.KNOTT
THAT The Council of the Township of North Huron proceed with the Development Charges Update and accept the proposal of B M Ross to proceed with the necessary process in order to complete the Background Report and have the new by-law ready for implementation in conjunction with the expiry of the original by-law which was enacted on October 17, 2012.

AND FURTHER THAT the Council of the Township of North Huron hereby provide pre-budget approval not exceeding \$18,500.00, to complete the project.

CARRIED

6.4.4 Property Tax Update Report

M044/16: MOVED BY: J.CAMPBELL SECONDED BY: B.KNOTT
THAT The Council of the Township of North Huron adopt the 2015 Property Tax Supplemental and Write-off Report as presented.

CARRIED

6.5 Recreation and Facilities Department

6.5.1 Department Report.

M045/16: MOVED BY: B.VODDEN SECONDED BY: Y.RITSEMA-TEENINGA
THAT the Council of the Township of North Huron hereby receive the Department Activity Report of the Director of Recreation and Facilities dated January 18th, 2016 for information purposes.

CARRIED

M046/16: MOVED BY: J.CAMPBELL SECONDED BY: Y.RITSEMA-TEENINGA
THAT the Council of the Township of North Huron authorize pre-budget approval to proceed with the expenditure of up to \$5,000 for NHWCC roof repairs which will be included in the 2016 budget.

CARRIED

6.5.2 Revised 14/19 Memorial Hall Renovation Schedule

M047/16: MOVED BY: B.VODDEN SECONDED BY: J.CAMPBELL
THAT The Council of the Township of North Huron approve the revised project schedule presented in this report on the condition that 14/19 Inc. provides the remaining funding of \$2,749,655.47 to the municipality for the project by March 31st, 2016.

DEFERRED

M048/16: MOVED: Y.RITSEMA-TEENINGA SECONDED BY: T.SEIP
THAT The Council of the Township of North Huron hereby defer judgement in regards the request of a revised 14/19 Inc. project schedule (M047/16) to the February 1st Council meeting.

CARRIED

M049/16: MOVED BY: T.SEIP SECONDED BY: Y.RITSEMA-TEENINGA
THAT The Council of the Township of North Huron hereby deny the request from 14/19 Inc. to include fundraising material within Township of North Huron tax billing mail outs.

CARRIED

6.6 Public Works Department

No report.

6.7 Utility Department

No report.

6.8 Fire Department of North Huron (FDNH)

6.8.1 Department Report

M050/16: MOVED BY: T.SEIP SECONDED BY: J.CAMPBELL

THAT The Council of the Township of North Huron receive the January 18th, 2016 Report of the Director of Fire & Emergency Services activities for information purposes.

CARRIED

6.9 CAO

6.9.1 Closed Meeting Investigator – Notice to Terminate Agreement.

M051/16: MOVED BY: B.KNOTT SECONDED BY: T.SEIP

THAT the report of the CAO regarding termination of the Agreement with Local Authority Services for Closed Meeting investigator services is accepted for information purposes;

AND FURTHER THAT the Council of the Township of North Huron hereby instructs the CAO to provide notice to Local Authority Services that the Township wishes to terminate their Agreement for closed meeting investigator services;

AND FURTHER THAT the Ontario Ombudsman is hereby appointed as the closed meeting investigator for the Township of North Huron.

CARRIED

6.9.2 Draft Procedural By-law

M052/16: MOVED BY: B.VODDEN SECONDED BY: T.SEIP

THAT the Council of the Township of North Huron hereby direct the CAO to revise the draft procedural by-law to remove item 5.2 (d) 4. Service of Invocation performed by clergy to be chosen by the Reeve.

DEFEATED

M053/16: MOVED BY: B.KNOTT SECONDED BY: Y.RITSEMA

THAT the Council of the Township of North Huron hereby direct the CAO to investigate alternative options to the draft procedural by-law item 5.2 (d) 4. Service of Invocation performed by clergy to be choose by the Reeve.

DEFEATED

M054/16: MOVED BY: B.KNOTT SECONDED BY: T.SEIP
THAT the report of the CAO regarding the draft procedural by-law be received for information purposes; as amended.

AND FURTHER THAT the CAO bring a report back to the next Council meeting addressing the concerns raised by Council for further discussion and review.

CARRIED

6.9.3 Creative Countryside Job Creation Partnership Phase 2

M055/16: MOVED BY: B.KNOTT SECONDED BY: Y.RITSEMA-TENINGA
THAT the Council of the Township of North Huron provide a letter to the Ministry of Training, Colleges and Universities in support of the funding application for Phase 2 of Huron's Creative Countryside Job Creation Partnership.

CARRIED

6.9.4 Building the Literacy Landscape: The Growth Potential in Alice Munro Country. Culminating Report/Road Map for Action.

M056/16: MOVED BY: B.VODDEN SECONDED BY: Y.RITSEMA-TEENINGA
THAT the Council of the Township of North Huron accept the final report of the Alice Munro Labour Market Partnership as presented.

CARRIED

7. **UNFINISHED BUSINESS:**

None for consideration.

8. **NEW BUSINESS:**

8.1 Wingham Golf and Curling Club Request for Support.

M057/16: MOVED BY: T.SEIP SECONDED BY: J.CAMPBELL
THAT the Council of the Township of North Huron hereby defers the Wingham Golf and Curling Club request for support to the 2016 budget discussions.

CARRIED

8.2 Residents of Junction Place

M058/16: MOVED BY: B.KNOTT SECONDED BY: B.VODDEN
THAT the Council of the Township of North Huron hereby receive the correspondence from the Residents of Junction Place.

CARRIED

8.3 Howson Dam

8.3.1 Committee – Council’s consideration of requests.

8.3.2 Committee – Request for information from B.M. Ross & Associates.

M059/16: MOVED BY: J.CAMPBELL SECONDED BY: B.KNOTT

THAT the Council of the Township of North Huron hereby direct the CAO to prepare a report in response to the Howson Dam Committee Delegation requests and subsequent correspondence.

CARRIED

9. COUNCIL INFORMATION (Council may bring forward information for discussion):

9.1 Ministry of Agriculture, Food and Rural Affairs-Re: Second intake of the Building Canada Fund – Small Communities Fund (SCF).

9.2 Letter of Appreciation from Residents of Carling Terrace North of Wingham and District Hospital.

9.3 Howson Dam – Comments and Concerns from Jim Moffat.

9.4 Ombudsman – Information.

9.5 MEPCO Municipal Employer Pension Centre Ontario.

9.6 OGRA/ROMA Process for Ministers’ and Parliamentary Assistants’ Delegations.

9.7 2016 AMO Conference.

9.8 2016 County of Huron Council and Committee Schedule.

M060/16: MOVED BY: T.SEIP

SECONDED BY: Y.RITSEMA-TEENINGA

THAT the Council of the Township of North Huron agrees that the correspondence be ordered, read and filed.

CARRIED

10. CORRESPONDENCE (available at Clerk’s Office):

10.1 AMO Communications:

- AMO Watch File – January 7, 2016
- AMO Watch File – January 14, 2016

10.2 Thank you from the Annual Community Christmas Dinner Committee

M061/16: MOVED BY: T.SEIP

SECONDED BY: B.VODDEN

THAT the Council of the Township of North Huron agrees that the correspondence be ordered, read and filed.

CARRIED

11. COMMITTEE REPORTS:

11.1 Blyth BIA

- 11.1.1 Minutes December 2, 2015 Meeting
- 11.1.2 Minutes January 6, 2016 Meeting
- 11.1.3 Annual General Meeting, February 23, 2016 Bainton Gallery, Blyth Memorial Community Hall, 7:00 p.m.

11.2 Wingham Town Hall Theatre Committee

- 11.2.1 Minutes January 7, 2016 Meeting

11.3 Wingham & Area Health Professionals Recruitment Committee

- 11.3.1 Minutes November 25, 2015 Meeting

M062/16: MOVED BY: B.KNOTT SECONDED BY: J.CAMPBELL
THAT the Council of the Township of North Huron agrees that the Committee Reports be ordered, read and filed.

CARRIED

12. BY-LAWS:

- 12.1 By-law No. 10-2016; Being a by-law to regulate the Fortification of Land and Protective Elements applied to land and to prohibit excessive Fortification of Land and Excessive Protective Elements being applied to land within the Township of North Huron.

M063/16: MOVED BY: B.KNOTT SECONDED BY: B.VODDEN
THAT By-law No. 10-2016; being a by-law to regulate the Fortification of Land and Protective Elements applied to land and to prohibit excessive Fortification of Land and Excessive Protective Elements being applied to land within the Township of North Huron; be introduced, read a first and second time.

CARRIED

M064/16: MOVED BY: J.CAMPBELL SECONDED BY: B.VODDEN
THAT By-law No. 10-2016; being a by-law to regulate the Fortification of Land and Protective Elements applied to land and to prohibit excessive Fortification of Land and Excessive Protective Elements being applied to land within the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

- 12.2 By-law No. 11-2016; Being a by-law to require the identification of truss and lightweight construction in commercial and industrial buildings and residential occupancies with three or more dwelling units.

M065/16: MOVED BY: T.SEIP SECONDED BY: B.VODDEN

THAT By-law No. 11-2016; being a by-law to require the identification of truss and lightweight construction in commercial and industrial buildings and residential occupancies with three or more dwelling units; be introduced, read a first and second time.

CARRIED

M066/16: MOVED BY: J.CAMPBELL SECONDED BY: B.KNOTT

THAT By-law No. 11-2016; being a by-law to require the identification of truss and lightweight construction in commercial and industrial buildings and residential occupancies with three or more dwelling units; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

- 12.3 By-law No. 12-2016; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an amendment to By-law No. 52-2015, being the Donations and Fee Waiving Policy for the Township of North Huron; to include an "Affiliate and Community Groups Identification to Receive Reduced Rental Rates" cited as Schedule "B" for the Corporation of the Township of North Huron.

M067/16: MOVED BY: B.KNOTT SECONDED BY: J.CAMPBELL

THAT By-law No. 12-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an amendment to By-law No. 52-2015, being the Donations and Fee Waiving Policy for the Township of North Huron; to include an "Affiliate and Community Groups Identification to Receive Reduced Rental Rates" cited as Schedule "B" for the Corporation of the Township of North Huron; be introduced, read a first and second time.

CARRIED

M068/16: MOVED BY: T.SEIP SECONDED BY: Y.RITSEMA-TEENINGA

THAT By-law No. 12-2016; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an amendment to By-law No. 52-2015, being the Donations and Fee Waiving Policy for the Township of North Huron; to include an "Affiliate and Community Groups Identification to Receive Reduced Rental Rates" cited as Schedule "B" for the Corporation of the Township of North Huron; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

- 12.4 By-law No. 13-2016; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Millstone Crop Services for maintaining and operating a radio repeater tower.

M069/16: MOVED BY: B.KNOTT SECONDED BY: J.CAMPBELL
THAT By-law No. 13-2016; being a by-law authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Millstone Crop Services for maintaining and operating a radio repeater tower; be introduced, read a first and second time.

CARRIED

M070/16: MOVED BY: T.SEIP SECONDED BY: Y.RITSEMA-TEENINGA
THAT By-law No. 13-2016; being a by-law authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Millstone Crop Services for maintaining and operating a radio repeater tower; be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

13. COUNCIL REPORTS & INQUIRIES:

- Nothing reported.

14. PUBLIC GALLERY QUESTIONS:

- The public gallery asked if 14/19 Inc. provides funds to the Township as they are raised. Pat Newson, Director of Recreation and Facilities replied that funds are to be given to the Township in 3 established phases.
- The public gallery requested clarification regarding the Howson Dam Committee. It was asked what the items on this agenda mean for the committee. Sharon Chambers, CAO replied that Council has directed her to prepare a report in response to the committee requests made during their previous delegation and correspondence. She will contact the committee for answers if needed during the process of completing her report for Council. The committee will also be provided with the Terms of Reference for committees document to review.
- The public gallery asked a question regarding the Ontario Ombudsman and the digital recording of closed session meetings. It was asked if Council will begin to digitally record closed sessions as that is the recommendation of the Ombudsman. Reeve Vincent responded that a decision cannot be made tonight but that it is a decision that Council will consider in the future.
- The public gallery asked if a stability report is required for the Howson Dam repair. Sharon Chambers, CAO replied that a stability report was required and that further information will be provided in a future report on the matter.

15. IN CAMERA SESSION:

M071/16: MOVED BY: T.SEIP SECONDED BY: B.VODDEN

THAT The Council of the Township of North Huron do hereby proceed at 9:20 p.m. to an in Camera Session (Closed to the Public) to discuss the following:

- 1. Personal matters about an identifiable individual, including municipal or local board employees (Personnel Matters).*
- 2. An ongoing investigation respecting the Township, a local board or a municipally-controlled corporation by the [Ontario] Ombudsman appointed under the Ombudsman Act, or [a municipal] Ombudsman (Ombudsman Complaints).*
- 3. Personal matters about an identifiable individual, including municipal or local board employees (Staffing Matter).*
- 4. Personal matters about an identifiable individual, including municipal or local board employees (CAO Performance Review).*

CARRIED

M072/16: MOVED BY: T.SEIP SECONDED BY: B.KNOTT

THAT The Council of the Township of North Huron agree to proceed to the Regular Council meeting at 11:08 p.m.;
AND FURTHER THAT:

Direction given to staff in the In Camera Session is hereby approved.

CARRIED

16. CONFIRMATORY BY-LAW:

M073/16: MOVED BY: J.GAMBELL SECONDED BY: B.KNOTT

THAT By-law No. 14-2016; being a By-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first and second time.

CARRIED

M074/16: MOVED BY: T.SEIP SECONDED BY: Y.RITSEMA-TEENINGA

THAT By-law No. 14-2016; being a By-law to confirm general previous actions of the Council of the Township of North Huron, be read a third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law Book.

CARRIED

17. NEXT MEETING:

Monday, February 1st, 2015 Regular Council Meeting at 7:00 p.m. North Huron Council Chambers.

18. ADJOURNMENT:

M075/16: MOVED BY: B.VODDEN SECONDED BY: T.SEIP
*THAT There being no further business before the Council of the Township of
North Huron, the meeting be hereby adjourned at 11:09 p.m.*

CARRIED

CORPORATE SEAL

Neil Vincent, Reeve

Kathy Adams, Director of Corporate
Services/Clerk

DRAFT



TOWNSHIP OF NORTH HURON

REPORT

Item No. 6-3-1

REPORT TO: Reeve Vincent and Council
PREPARED BY: Kathy Adams, Clerk
DATE: February 1, 2016
SUBJECT: Department Report
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the December 7, 2015 Report 6-3-1 of the Clerk's Department for information purposes.

EXECUTIVE SUMMARY

This report is to keep the Council of the Township of North Huron informed of the operations of the Clerk's Department.

DISCUSSION

1. Administration

Processing planning applications.

Administration Staff receiving training in eSCRIBE and payroll software programs and health and safety certification.

Working on year end reporting.

2. Building/Property Standards/By-law Enforcement

Two matters currently before the courts. One is in resolution state and will either be resolved or proceed to hearing within next two months. The other matter that has been ongoing for some time is scheduled to proceed in February.

Three very large projects have been taking up a fair bit of time reviewing plans to ensure we are compliant with applicable laws and ensuring the municipality's interests are protected with site plan agreements. This work will continue into February, when the projects will require more time as they proceed.

We issued two permits in January of 2015. Three permits have been issued this year and three more are pending. Permit values have doubled from \$105,000.00 last year to \$2,125,000.00 this year with fee revenue increasing from \$1,210.00 to \$5,062.65.

3. Child Care Services

General

We have hired two new full time staff to fill the positions vacated by the two long term staff who have retired. We have also hired supply staff who have been filling regular full time hours without guarantee of hours. They are extremely happy to accept the positions.

We have hired a new clerical assistant and she is currently learning the job duties and work scope.

A staff meeting was held on January 27, 2016 to continue to fine tune the program statement and implementation policies.

Day Care

We are operating with 6/10 infants, 20/25 toddlers and 28/32 preschoolers.

The infant room has been using an app called HiMamma and parents are loving it. It allows staff to send electronic updates throughout the day. It really helps parents feel connected even though they have to be at work.

New flooring has been installed over the break and it looks awesome. It will not require regular waxing.

We have received a roof inspection report and are awaiting the next steps.

Early Learning Site

We are continuing to offer a program of preschoolers at the offsite with 8 full time spaces. This group is test trying a private face book group for communicating with parents. One of the main focuses in the delivery of child care services is more communication and collaboration with parents. It is beautiful to watch the daily updates up there and see the progress of the children.

Before and After Maitland River

We have on average 60 children each night. We are having a difficult time acquiring enough staff.

Our new license allows one staff to thirteen JK/SK children and group size of 26.

The new license will also change our senior group from 30 capacity to 45 which we definitely need.

The new license capacities have eased our struggle with staffing.

Before and After Sacred Heart

The Before School at Sacred Heart is at approximately 10 in the mornings and 13 in the afternoons. The new staff is doing awesome.

Staff are looking at implementing a private face book group as well.

4. Health and Safety

Preparing for first Joint Health & Safety Committee meeting of the year.

Continuing to complete monthly inspections of municipal facilities.

Approval received from the Ministry of Labour to operate a multi-site joint Health & Safety Committee, with approval required again after a five year term.

5. Information Technology

Working with Clerk on the setup of cost centres and allocating employee time in new payroll program.

Attended extensive training for new eSCRIBE software.

Completed the setup of meeting sites, templates and groups in eSCRIBE.

Working on configuration and setup of iPad tablets for Council and staff.

Continuing to modify and make adjustments to customer service ticketing system as we begin to trial internally.

FINANCIAL IMPACT

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

FUTURE CONSIDERATIONS

No items for future consideration.

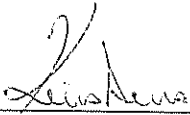
RELATIONSHIP TO STRATEGIC PLAN

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

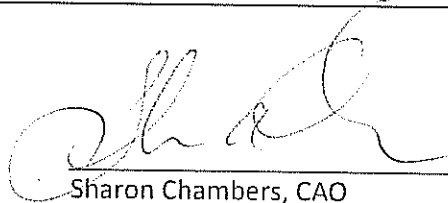
REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac _____

Fire Chief _____ Police Chief _____ Other _____



Kathy Adams, Clerk



Sharon Chambers, CAO



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA
Phone: 519.524.8394 Ext. 3 Fax: 519.524.5677 Toll Free: 1.888.524.8394 Ext. 3
www.huroncounty.ca

Agenda
6.3.2
Feb 1/2016

To: Reeve Vincent and North Huron Council
Sharon Chambers, CAO

From: Laura Young, Planner

Date: January 27, 2015

Re: Site Plan Application for Wingham Health Clinic (131 John Street East, Plan 418 Lots 85, 86, 87 Part Lot 84, Part Lot 88 Plan 430, Lots 13, 14, 15 Part Lots 9, 11, 1, Wingham Ward, Township of North Huron)

Applicant: Rob Hutchison

Owner: Wingham and District Hospital

RECOMMENDATION

It is recommended that the site plan application (131 John Street East, Wingham Ward, Township of North Huron) be **approved** with the following conditions and a site plan agreement be entered into:

1. this site plan approval applies to the site plan entitled "Project 21509 Wingham Health Clinic" prepared by V.G Architects (The Ventin Group Ltd.), dated December 23, 2015 and referred to as Plan A1.1;
2. this site plan approval also includes submitted drawings prepared by R.J Burnside & Associates Ltd, dated January 14, 2016, entitled:
 - Wingham Health Clinic Parking Lot Layout- Phases 1 &2, referred to as C101
 - Wingham Health Clinic Parking Lot Layout- Phase 3, referred to as C102
 - Wingham Health Clinic Lot Grading and Drainage Plan- Phase 1, referred to as C201
 - Wingham Health Clinic Lot Grading and Drainage Plan- Phase 2, referred to as C202
 - Wingham Health Clinic Lot Grading and Drainage Plan-Phase 3, referred to as C203
 - Wingham Health Clinic Stormwater Management Plan, referred to as C301
3. installation or repair of any curbing or infrastructure works and facilities;
4. providing and maintaining the site grading, drainage of surface waters and storm water management on the lands in accordance with Drawings C201, C202, C203, and C301, and the Engineer's specifications;
5. submitted Burnside Drawings C101, C102, C201, C202 be modified to show changes and comments from the review by B.M Ross and Associates Limited;
6. all surfacing on the lands is to be complete;
7. all snow is to be stored on the subject property as indicated on the Site Plan;
8. all exterior lighting is to be installed as indicated on the Site Plan and prevent glare on adjacent properties;
9. all trees that are removed are to be replaced to the satisfaction of the Township; and
10. phased parking is to be completed as indicated on the Site Plan and in Burnside Drawings C101 and C102 and the temporary parking lot will be removed to the Township's satisfaction.



PURPOSE AND DESCRIPTION

The subject property is designated *Community Facility* on Schedule B, Ward of Wingham of the North Huron Official Plan and zoned *Community Facility (CF)* in the North Huron Zoning By-law. The applicant is proposing to develop multiple phased parking lots on the property and re-develop the existing former school structure into a medical and health clinic, including converting the existing gymnasium area into a two-storey health clinic with an addition on both the north and east side of the structure.

COMMENTS

The property currently contains several health-related businesses in the renovated former classrooms, a small amount of vacant former classrooms, and a vacant former gymnasium space. The proposed multiple phased parking lot is to be located on the west side of the existing building, and the existing basketball court is proposed to be relocated to the north-east of the property in the future. There will be no exterior renovations/additions to the existing one-storey structure.

The site plan has been reviewed against the requirements of the North Huron Zoning By-law and the proposed health clinic and parking lots has been found to comply.

Comments from Township staff on the application indicated that there were no objections to the proposal. However, there were several items identified to be addressed through the site plan agreement to ensure suitability of the development:

- a) installation or repair of any curbing or infrastructure works and facilities;
- b) providing and maintaining the site grading, drainage of surface waters and storm water management on the lands;
- c) all surfacing on the lands is to be complete;
- d) all snow is to be stored on the subject property;
- e) all exterior lighting is to be installed to prevent glare on adjacent properties;
- f) all trees that are removed are to be replaced to the satisfaction of the Township; and
- g) phased parking is to be completed and the temporary parking lot will be removed to the Township's satisfaction.

Figure 1. Subject Parcel – Air Photo (property outlined in yellow)

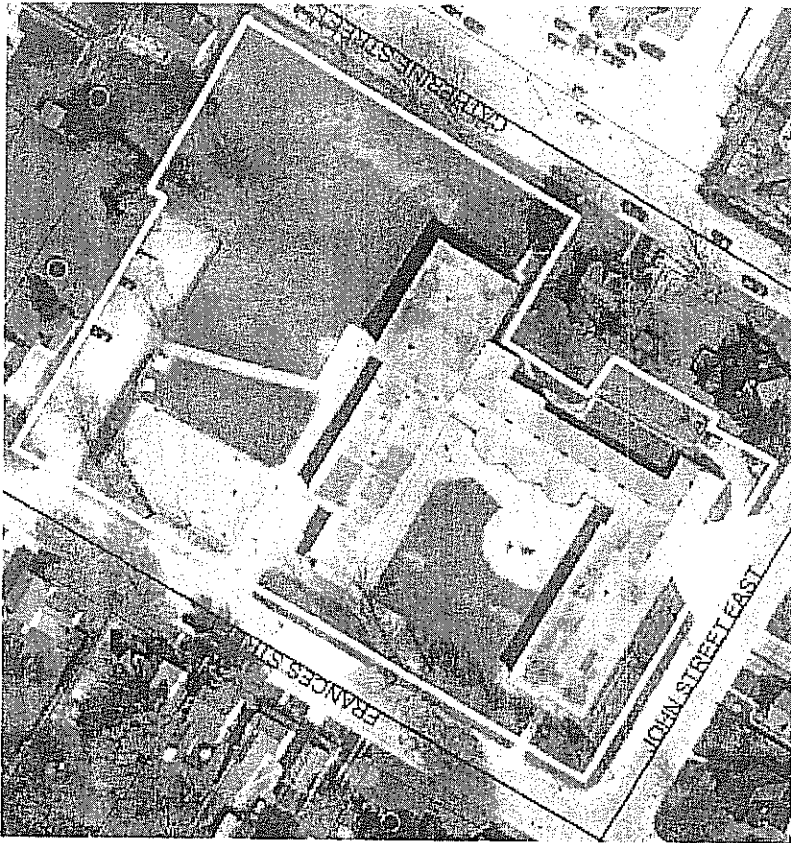


Figure 2. Site Plan of Subject Property – Plan A1.1

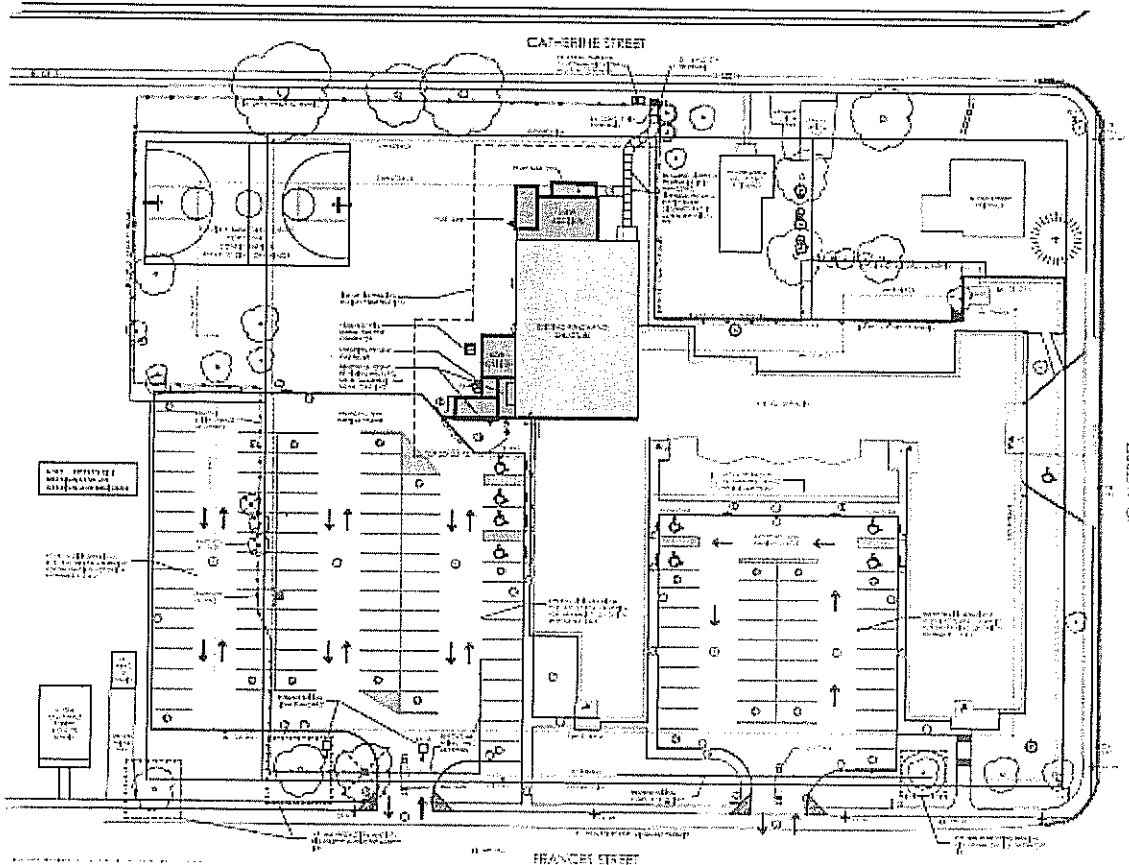
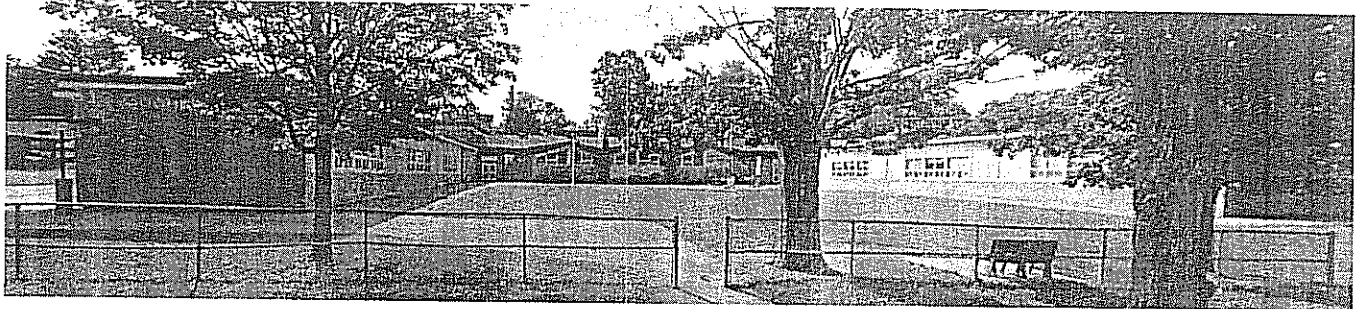
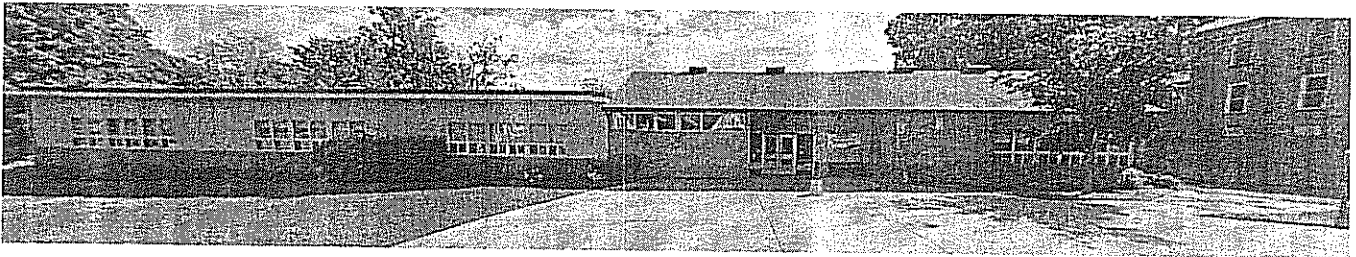


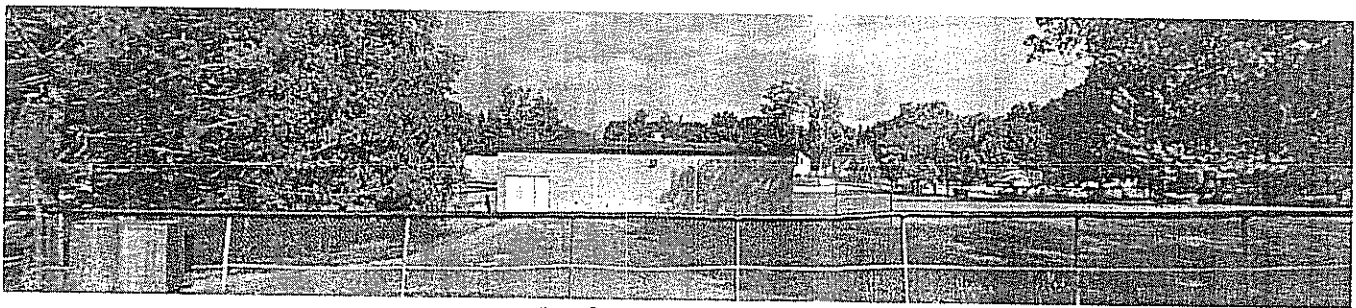
Figure 3. Photographs of Subject Property



Panorama view from Frances Street



Panorama view from John Street East



View from Catherine Street

There are no anticipated negative impacts from the additions onto the existing structure and the proposed new parking lots. All proposed changes to the property grading and drainage and the storm water management plan have been addressed through drawings submitted by Burnside and reviewed by B.M Ross and Associates Limited. Comments and direction from B.M Ross Ltd for the submitted drawings have been incorporated as a condition of site plan approval.

It is recommended that site plan approval to permit the construction of the existing building additions and the multiple phased parking lots be approved. Please note that this recommendation is based on the assumption all conditions in the site agreement will be met.

Sincerely,

Original signed by

Laura Young
Planner

27 January 2016

Date

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Agenda

6.4.1

Feb 1/2016

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 042114		Date 19/01/2016	Amount 53,583.92		
000535	RECEIVER GENERAL	1-14-2016	19/01/2016	FT PAYROLL DEDUCTIONS	48,478.74
000535	RECEIVER GENERAL	1-14-2016-1	19/01/2016	PT PAYROLL DEDUCTIONS	5,105.18
			Invoice Count	2	Total 53,583.92
Cheque 042115		Date 26/01/2016	Amount 78.03		
000052	BELL CANADA	1-1-2016	26/01/2016	519-357-1212 -POLICE JANUA	78.03
			Invoice Count	1	Total 78.03
Cheque 042116		Date 26/01/2016	Amount 29.10		
003329	EASTLINK	00638854	26/01/2016	EL-TELEPHONE	29.10
			Invoice Count	1	Total 29.10
Cheque 042117		Date 28/01/2016	Amount 113.00		
000015	AMCTO	1-27-2016	28/01/2016	ONTARIO MUNICIPAL DIREC	113.00
			Invoice Count	1	Total 113.00
Cheque 042118		Date 28/01/2016	Amount 508.50		
000032	ASSOCIATION OF ONTARIO ROAD	452	26/01/2016	CERTIFICATION RENEWAL-S	169.50
000032	ASSOCIATION OF ONTARIO ROAD	293	26/01/2016	CERTIFICATION RENEWAL-R	169.50
000032	ASSOCIATION OF ONTARIO ROAD	106	26/01/2016	CERTIFICATION RENEWAL -	169.50
			Invoice Count	3	Total 508.50
Cheque 042119		Date 28/01/2016	Amount 4,288.80		
000073	B M ROSS AND ASSOCIATES LTD	10800	31/12/2015	SITE PLAN ENGINEERING - P	222.61
000073	B M ROSS AND ASSOCIATES LTD	10043	31/12/2015	ENGINEERING - PROPOSED	4,066.19
			Invoice Count	2	Total 4,288.80
Cheque 042120		Date 28/01/2016	Amount 2,823.87		
002480	BLACKBURN RADIO INC.	20161	31/12/2015	REC- HOLIDAY ADS	474.60
002480	BLACKBURN RADIO INC.	M1206-15	31/12/2015	REC- ONE DAY SALE CAMPA	2,349.27
			Invoice Count	2	Total 2,823.87
Cheque 042121		Date 28/01/2016	Amount 48.03		
002539	BLOODHOUND ODOUR PROTECTION	1257-2016	28/01/2016	ARENA W- FAN UNIT REFILL	28.82
002539	BLOODHOUND ODOUR PROTECTION	1256-2016	28/01/2016	TOWN HALL- FAN UNIT REFII	19.21
			Invoice Count	2	Total 48.03
Cheque 042122		Date 28/01/2016	Amount 1,061.95		
000065	BLYTH DECOR SHOPPE	1-10-2016	26/01/2016	LIBRARY B- FEB RENT	1,061.95
			Invoice Count	1	Total 1,061.95
Cheque 042123		Date 28/01/2016	Amount 1,234.24		
000072	BLYTH PRINTING INC.	25307	31/12/2015	REC CENTRE- OFFICE SUPPI	848.56

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000072	BLYTH PRINTING INC.	25321	26/01/2016	REC ADMIN-FLYERS/POSTEF	385.68
				Invoice Count 2	Total 1,234.24
	Cheque 042124	Date 28/01/2016	Amount 78.67		
003588	BRANDY HUTTON	1-6-2016	26/01/2016	EL- SUPPLIES	78.67
				Invoice Count 1	Total 78.67
	Cheque 042125	Date 28/01/2016	Amount 97.73		
004447	BRITTANY WEBER	1-7-2016	26/01/2016	BASH- SUPPLIES	97.73
				Invoice Count 1	Total 97.73
	Cheque 042126	Date 28/01/2016	Amount 65.50		
000099	CANADIAN RED CROSS	IN00312838	26/01/2016	AQUATICS - SUPPLIES	65.50
				Invoice Count 1	Total 65.50
	Cheque 042127	Date 28/01/2016	Amount 1,234.84		
002956	CANADIAN RINK SERVICES	832	31/12/2015	ARENA W- ZAMBONI SERVIC	1,234.84
				Invoice Count 1	Total 1,234.84
	Cheque 042128	Date 28/01/2016	Amount 62.26		
001557	CAROL MACPHERSON	1-11-2016	26/01/2016	DC- SUPPLIES	62.26
				Invoice Count 1	Total 62.26
	Cheque 042129	Date 28/01/2016	Amount 290.25		
003964	CHAD KREGAR	2015 Mileage	31/12/2015	2015 MILEAGE	290.25
				Invoice Count 1	Total 290.25
	Cheque 042130	Date 28/01/2016	Amount 50.00		
004189	CHRIS LOUTHER	798002	27/01/2016	ARENA W- BOOT ALLOWANC	50.00
				Invoice Count 1	Total 50.00
	Cheque 042131	Date 28/01/2016	Amount 480.25		
004328	CIMCO REFRIGERATION	90511173	31/12/2015	COMPLEX- REFRIGERATION	480.25
				Invoice Count 1	Total 480.25
	Cheque 042132	Date 28/01/2016	Amount 574.64		
003919	CINTAS CANADA LIMITED	839202086	28/01/2016	SANITIZE RESTROOMS-COM	574.64
				Invoice Count 1	Total 574.64
	Cheque 042133	Date 28/01/2016	Amount 101.70		
001837	CJ JOHNSTON OFFICE SOLUTIONS	31099C	31/12/2015	FIRE- REPAIR CHAIR FEET	101.70
				Invoice Count 1	Total 101.70
	Cheque 042134	Date 28/01/2016	Amount 12,479.77		
000146	CLIFF'S PLUMBING & HEATING	25361	31/12/2015	REPAIRS TO POOL BOILER	4,595.77

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000146	CLIFF'S PLUMBING & HEATING	25476	31/12/2015	ESTC- REPAIR CISTERN PUM	3,115.82
000146	CLIFF'S PLUMBING & HEATING	25475	31/12/2015	ARENA B- PROPANE FURNA	3,955.00
000146	CLIFF'S PLUMBING & HEATING	25477	28/01/2016	ARENA B- REPAIR VALVE	813.18
				Invoice Count	4 Total 12,479.77
Cheque 042135		Date 28/01/2016	Amount 321.56		
000151	COCA COLA REFRESHMENTS CANADA	55968613	26/01/2016	CONC W- SUPPLIES	321.56
				Invoice Count	1 Total 321.56
Cheque 042136		Date 28/01/2016	Amount 90.39		
000155	CONNIE GOODALL	1-28-2016	31/12/2015	EC DEV- ADVERTISING	90.39
				Invoice Count	1 Total 90.39
Cheque 042137		Date 28/01/2016	Amount 253.36		
000175	DAN'S AUTO REPAIR	28909	31/12/2015	SAFETY- 2001 CHEV 1 TON	253.36
				Invoice Count	1 Total 253.36
Cheque 042138		Date 28/01/2016	Amount 3,576.26		
003746	DAVID SPARLING	12-31-2015	31/12/2015	PUBLIC EDUCATION MATERI	2,175.55
003746	DAVID SPARLING	2015-12-15	31/12/2015	FPO- MEMBERSHIP RENEWA	726.30
003746	DAVID SPARLING	12-23-2015	31/12/2015	EMERG PLAN- FOOD & SUPP	87.37
003746	DAVID SPARLING	31-12-2015	31/12/2015	FIRE/EMERG PLAN SUPPLIE	312.24
003746	DAVID SPARLING	12-31-2015-2	31/12/2015	FIRE-MILEAGE/LAUNDRY /CC	274.80
				Invoice Count	5 Total 3,576.26
Cheque 042139		Date 28/01/2016	Amount 362.21		
000885	DEAN'S VALU-MART	641-0919	26/01/2016	B &A-MR- FOOD SUPPLIES	200.72
000885	DEAN'S VALU-MART	641-2071	26/01/2016	DC FOOD SUPPLIES	41.00
000885	DEAN'S VALU-MART	641-1460	26/01/2016	B&A-MR FOOD SUPPLIES	81.69
000885	DEAN'S VALU-MART	642-0314	26/01/2016	CONC W- SUPPLIES	8.98
000885	DEAN'S VALU-MART	642-2336	26/01/2016	CONC W- SUPPLIES	8.97
000885	DEAN'S VALU-MART	642-1192	28/01/2016	ARENA W - BLEACH	20.85
				Invoice Count	6 Total 362.21
Cheque 042140		Date 28/01/2016	Amount 391.38		
004290	DELTA ENERGY SERVICES	11014	26/01/2016	ROADS- FUEL PUMP MAINT	391.38
				Invoice Count	1 Total 391.38
Cheque 042141		Date 28/01/2016	Amount 270.93		
003815	DESCO PLUMBING AND HEATING SUP	7197205	26/01/2016	ARENA B AIR FILTERS	270.93
				Invoice Count	1 Total 270.93
Cheque 042142		Date 28/01/2016	Amount 164.93		
000834	G-FORCE MARKETING	AG4989	26/01/2016	2016 BINDER FOR ASSESS R	164.93
				Invoice Count	1 Total 164.93
Cheque 042143		Date 28/01/2016	Amount 59.89		

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000237	GEORGIAN BAY FIRE & SAFETY LTD	680681	26/01/2016	MUSEUM - TEST FIRE EXTINC	59.89
				Invoice Count 1	Total 59.89
Cheque 042144		Date 28/01/2016	Amount 441.56		
000249	GREEN'S MEAT MARKET	9729	26/01/2016	DC- MEAT SUPPLIES	441.56
				Invoice Count 1	Total 441.56
Cheque 042145		Date 28/01/2016	Amount 575.00		
000282	HURON CTY RD SUPERVISORS ASSOC	2016 DUES	26/01/2016	2016 DUES	575.00
				Invoice Count 1	Total 575.00
Cheque 042146		Date 28/01/2016	Amount 335.49		
000286	HURON TRACTOR	B04520	26/01/2016	ROADS- BUSHINGS/WASHER	28.45
000286	HURON TRACTOR	B04525	26/01/2016	ROADS- PINS	14.42
000286	HURON TRACTOR	B04803	26/01/2016	ROADS- HYDRAULIC OIL	97.54
000286	HURON TRACTOR	B04986	27/01/2016	ROADS-HY-GARD OIL	195.08
				Invoice Count 4	Total 335.49
Cheque 042147		Date 28/01/2016	Amount 159.93		
000296	IDEAL SUPPLY COMPANY LTD	1948371	27/01/2016	ROADS- PAINT	11.48
000296	IDEAL SUPPLY COMPANY LTD	1935565	27/01/2016	ROADS-SWITCH	38.63
000296	IDEAL SUPPLY COMPANY LTD	1749113	31/12/2015	ROADS- EQUIP REPAIRS	151.63
000296	IDEAL SUPPLY COMPANY LTD	1768420	31/12/2015	RETURN STREETLIGHT BULB	-100.89
000296	IDEAL SUPPLY COMPANY LTD	1884229	28/01/2016	ROADS- SEALED BEAM LIGH	26.19
000296	IDEAL SUPPLY COMPANY LTD	1805214	31/12/2015	LIBRARY-MINIATURE LAMP	2.17
000296	IDEAL SUPPLY COMPANY LTD	1774525	31/12/2015	LIBRARY-BATTERY	30.72
				Invoice Count 7	Total 159.93
Cheque 042148		Date 28/01/2016	Amount 1,408.56		
000322	JOE KERR LTD	W44613	26/01/2016	REPAIR - VHT 07-08	1,408.56
				Invoice Count 1	Total 1,408.56
Cheque 042149		Date 28/01/2016	Amount 1,168.00		
000332	JOYCE WILLIAMSON	1-19-2016	26/01/2016	RETIREMENT GIFT	1,168.00
				Invoice Count 1	Total 1,168.00
Cheque 042150		Date 28/01/2016	Amount 100.00		
003876	KELLY CHURCH	1-23-2016	26/01/2016	ROADS-BOOT ALLOWANCE	100.00
				Invoice Count 1	Total 100.00
Cheque 042151		Date 28/01/2016	Amount 314.69		
003750	KIDZGROUP DISTRIBUTION INC	439130	26/01/2016	OEY-SENSORY TABLE LIDS	314.69
				Invoice Count 1	Total 314.69
Cheque 042152		Date 28/01/2016	Amount 1,276.92		
000352	KITSUPPLY	133658	26/01/2016	DC-GARBAGE BAGS	52.32
000352	KITSUPPLY	133768	26/01/2016	ARENA W- JANITORIAL SUPP	394.40

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000352	KITSUPPLY	133756	26/01/2016	LIBRARY W- GARBAGE BAGS	25.54
000352	KITSUPPLY	133657	26/01/2016	ARENA W- JANITORIAL SUPP	705.02
000352	KITSUPPLY	133889	28/01/2016	ARENA W- JANITORIAL SUPP	99.64
				Invoice Count	5 Total 1,276.92
Cheque 042153		Date 28/01/2016	Amount 750.00		
004253	LES COOK	12-31-2015	31/12/2015	INSTRUCTOR-DANCE -REC	750.00
				Invoice Count	1 Total 750.00
Cheque 042154		Date 28/01/2016	Amount 282.50		
003952	LOCAL AUTHORITY SERVICES LTD	EPT00075	26/01/2016	EPT SUBSCRIPTION 2016	282.50
				Invoice Count	1 Total 282.50
Cheque 042155		Date 28/01/2016	Amount 42.04		
002521	LORI VADER	1-19-2016	26/01/2016	DC- SUPPLIES	42.04
				Invoice Count	1 Total 42.04
Cheque 042156		Date 28/01/2016	Amount 593.25		
003897	M R DRYWALL	1061	31/12/2015	ESTC- BURN CELLS	593.25
				Invoice Count	1 Total 593.25
Cheque 042157		Date 28/01/2016	Amount 639.30		
003576	MATT TOWNSEND	12-31-2015	31/12/2015	FIRE-BATTERIES/MILEAGE	639.30
				Invoice Count	1 Total 639.30
Cheque 042158		Date 28/01/2016	Amount 492.28		
000436	MONTGOMERYS COMFORT CENTRE L	16-0108+16	26/01/2016	ROADS-REPLACE VENTOR M	492.28
				Invoice Count	1 Total 492.28
Cheque 042159		Date 28/01/2016	Amount 302.56		
002954	MUNICIPAL EMPLOYER PENSION CEN	mc002254	26/01/2016	2016 EMPLOYEE MUNICIPAL	302.56
				Invoice Count	1 Total 302.56
Cheque 042160		Date 28/01/2016	Amount 4,922.97		
000444	MUNICIPALITY OF MORRIS TURNBERF	003953	31/12/2015	DECEMBER FPO COSTS	4,922.97
				invoice Count	1 Total 4,922.97
Cheque 042161		Date 28/01/2016	Amount 217.50		
002671	ONTARIO ASSOCIATION OF CEMETER	2016 Membersip	26/01/2016	2016 MEMBERSHIP	217.50
				Invoice Count	1 Total 217.50
Cheque 042162		Date 28/01/2016	Amount 711.90		
000748	ONTARIO ASSOCIATION OF POLICE	1-21-2016	26/01/2016	OAPSB MEMBERSHIP 2016	711.90
				Invoice Count	1 Total 711.90

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 042163 Date 28/01/2016 Amount 250.00					
001588	ONTARIO ASSOCIATION OF POLICE	OAPSB- ZONE 5 2016	26/01/2016	OAPSB-ZONE 5 2016 MEMBE	250.00
				Invoice Count 1 Total	250.00
Cheque 042164 Date 28/01/2016 Amount 254.25					
003510	ONTARIO BIA ASSOCIATION	2016 MEMBERSHIP	26/01/2016	2016 MEMBERSHIP	254.25
				Invoice Count 1 Total	254.25
Cheque 042165 Date 28/01/2016 Amount 133.91					
000498	ORKIN CANADA CORPORATION	IN-6673816	26/01/2016	LANDFILL PEST CONTROL	133.91
				Invoice Count 1 Total	133.91
Cheque 042166 Date 28/01/2016 Amount 2,186.99					
003138	OWEN SOUND POLICE SERVICES	2402-16	26/01/2016	POLICE DISPATCH SERVICE	2,186.99
				Invoice Count 1 Total	2,186.99
Cheque 042167 Date 28/01/2016 Amount 1,144.97					
003189	PAUL COOK ELECTRIC	3023	31/12/2015	RED CROSS BLD-TEAR DOW	647.77
003189	PAUL COOK ELECTRIC	3017	31/12/2015	ESTC-REPAIRS	497.20
				Invoice Count 2 Total	1,144.97
Cheque 042168 Date 28/01/2016 Amount 24.57					
000520	PUROLATOR COURIER LTD	430048634	26/01/2016	POLICE - COURIER SERVICE	24.57
				Invoice Count 1 Total	24.57
Cheque 042169 Date 28/01/2016 Amount 4,981.11					
000542	R.J. BURNSIDE & ASSOCIATES	300036408.0000-11	31/12/2015	HOPPER DRAIN PETITION	2,232.19
000542	R.J. BURNSIDE & ASSOCIATES	3000031946.0000-20	31/12/2015	SNELL MUNICIPAL DRAIN IMI	2,254.54
000542	R.J. BURNSIDE & ASSOCIATES	300037504.0000-1	31/12/2015	PLANNING- ENGINEERING FI	494.38
				Invoice Count 3 Total	4,981.11
Cheque 042170 Date 28/01/2016 Amount 44,613.74					
000535	RECEIVER GENERAL	1-28-2016	27/01/2016	FT PAYROLL DEDUCTIONS	37,703.19
000535	RECEIVER GENERAL	1-28-2016 PT	27/01/2016	PT PAYROLL DEDUCTIONS	6,725.55
000535	RECEIVER GENERAL	1-28-2016 -FIRE	27/01/2016	FIRE PAYROLL DEDUCTIONS	185.00
				Invoice Count 3 Total	44,613.74
Cheque 042171 Date 28/01/2016 Amount 873.70					
004198	RICCO FOOD DISTRIBUTOR	298130	26/01/2016	CONC B SUPPLIES	355.35
004198	RICCO FOOD DISTRIBUTOR	298132	26/01/2016	CONC W- SUPPLIES	518.35
				Invoice Count 2 Total	873.70
Cheque 042172 Date 28/01/2016 Amount 239.47					
000539	RINTOULS POOLS AND SPAS	56878	26/01/2016	POOL-MURIATIC ACID	239.47
				Invoice Count 1 Total	239.47

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<p>Cheque 042173 Date 28/01/2016 Amount 100.00</p>					
001256	ROB KOLKMAN	28	26/01/2016	ROADS- BOOT ALLOWANCE	100.00
				Invoice Count 1 Total	100.00
<p>Cheque 042174 Date 28/01/2016 Amount 150.00</p>					
004289	ROYAL CANADIAN MOUNTED POLICE	1800003507	31/12/2015	POLICE-FINGERPRINT SEAR	150.00
				Invoice Count 1 Total	150.00
<p>Cheque 042175 Date 28/01/2016 Amount 43.91</p>					
000569	SCRIMGEOUR'S FOOD MARKET	03011438535	26/01/2016	CONC B- SUPPLIES	43.91
				Invoice Count 1 Total	43.91
<p>Cheque 042176 Date 28/01/2016 Amount 157.42</p>					
004330	SEPOY WIRING	8438	31/12/2015	MUSEUM LIGHT REPAIR	157.42
				Invoice Count 1 Total	157.42
<p>Cheque 042177 Date 28/01/2016 Amount 169.50</p>					
000586	SKEOCH BUSINESS EQUIP. LTD	1000015530	27/01/2016	ADMIN-COPIER RENTAL	169.50
				Invoice Count 1 Total	169.50
<p>Cheque 042178 Date 28/01/2016 Amount 164.05</p>					
002155	SMYTH WELDING & MACHINE SHOP	31480	26/01/2016	REPAIR KUBOTA BLOWER	164.05
				Invoice Count 1 Total	164.05
<p>Cheque 042179 Date 28/01/2016 Amount 613.56</p>					
000602	STANTON HARDWARE	272892	31/12/2015	DC- KEYS	32.77
000602	STANTON HARDWARE	273106	31/12/2015	DC- BUILDING REPAIRS	65.26
000602	STANTON HARDWARE	272757	31/12/2015	ARENA W- EQUIP REPAIRS	43.46
000602	STANTON HARDWARE	273283	31/12/2015	ARENA W- BLDG REPAIRS	21.98
000602	STANTON HARDWARE	272477	31/12/2015	ROADS- SUPPLIES	50.83
000602	STANTON HARDWARE	272485	31/12/2015	ARENA W- LIGHTS	45.17
000602	STANTON HARDWARE	272687	31/12/2015	ARENA W - HINGED TOTE	47.44
000602	STANTON HARDWARE	273113	31/12/2015	ARENA W- T8 LIGHTS	45.17
000602	STANTON HARDWARE	272492	31/12/2015	DC- LIGHT BULBS	15.77
000602	STANTON HARDWARE	272650	31/12/2015	DC- LIGHT BULBS	6.20
000602	STANTON HARDWARE	272471	31/12/2015	MUSEUM- T8 LIGHT BULBS	10.16
000602	STANTON HARDWARE	272686	31/12/2015	LIBRARY- BLD REPAIRS/MAINT	29.32
000602	STANTON HARDWARE	272810	31/12/2015	PARK-W- FLAG	83.60
000602	STANTON HARDWARE	272888	31/12/2015	PARK-W- V-BELT	9.59
000602	STANTON HARDWARE	272975	31/12/2015	MUSEUM- CLEANER	4.03
000602	STANTON HARDWARE	272776	31/12/2015	EY- STORAGE BOXES	27.96
000602	STANTON HARDWARE	273040	31/12/2015	DC- LIGHT BULBS	11.27
000602	STANTON HARDWARE	273284	31/12/2015	DC- TOILET CONNECTOR	5.64
000602	STANTON HARDWARE	273295	31/12/2015	ARENA W- SCREWS/ANCHOR	18.40
000602	STANTON HARDWARE	273015	31/12/2015	ROADS- GARBAGE BAGS	39.54
				Invoice Count 20 Total	613.56
<p>Cheque 042180 Date 28/01/2016 Amount 201.65</p>					

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000620	SWAN DUST CONTROL LTD	3567860	26/01/2016	COMPLEX- MATS/MOPS	139.89
000620	SWAN DUST CONTROL LTD	3567873	26/01/2016	POLICE MATS/MOPS	35.26
000620	SWAN DUST CONTROL LTD	3567874	26/01/2016	TOWN HALL MATS	26.50
				Invoice Count	3
				Total	201.65
Cheque 042181		Date 28/01/2016	Amount	37.06	
000631	TEESWATER AGRO PARTS LTD	108546	26/01/2016	ROADS- USED PARTS	37.06
				Invoice Count	1
				Total	37.06
Cheque 042182		Date 28/01/2016	Amount	896.09	
000642	THE CITIZEN	84957	31/12/2015	REC- CHRISTMAS ADVERTIS	58.76
000642	THE CITIZEN	84956	31/12/2015	DECEMBER ADVERTISING	711.90
000642	THE CITIZEN	84955	31/12/2015	FIRE-CHRISTMAS GREETING	125.43
				Invoice Count	3
				Total	896.09
Cheque 042183		Date 28/01/2016	Amount	2,431.61	
000643	THE ONTARIO AGGREGATE	16-164422	31/12/2015	SAND & GRAVEL LICENCE FE	2,431.61
				Invoice Count	1
				Total	2,431.61
Cheque 042184		Date 28/01/2016	Amount	5,932.50	
004360	THE PUBLIC SECTOR DIGEST INC.	6812	26/01/2016	ASSET MANAGEMENT PLAN	5,932.50
				Invoice Count	1
				Total	5,932.50
Cheque 042185		Date 28/01/2016	Amount	28.59	
004471	TRACEY MACDONALD	377065	31/12/2015	REFUND-WRONG PASS SOLI	28.59
				Invoice Count	1
				Total	28.59
Cheque 042186		Date 28/01/2016	Amount	68.00	
003811	TRACY DUCHARME	1-15-2016	26/01/2016	REFUND- SUBSIDIZED BY YN	68.00
				Invoice Count	1
				Total	68.00
Cheque 042187		Date 28/01/2016	Amount	8,213.29	
004266	USTI CANADA INC	161692	26/01/2016	KEYSTONE SOFTWARE SUP	8,213.29
				Invoice Count	1
				Total	8,213.29
Cheque 042188		Date 28/01/2016	Amount	20,125.06	
001735	WASTE MANAGEMENT	969-486930	31/12/2015	DECEMBER WASTE REMOVA	20,125.06
				Invoice Count	1
				Total	20,125.06
Cheque 042189		Date 28/01/2016	Amount	768.12	
000699	WINGHAM ADVANCE TIMES	3693872	31/12/2015	DECEMBER ADVERTISING	768.12
				Invoice Count	1
				Total	768.12
Cheque 042190		Date 28/01/2016	Amount	23.31	
002081	WINGHAM FOODLAND	725-600-2046	26/01/2016	EL- FOOD SUPPLIES	7.16
002081	WINGHAM FOODLAND	725-600-7706	26/01/2016	CONC W- SUPPLIES	11.97

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002081	WINGHAM FOODLAND	725-600-8817	28/01/2016	CONC W - SUPPLIES	4.18
Invoice Count 3 Total					23.31
Cheque 042191 Date 28/01/2016		Amount	10.00		
002624	WINGHAM POLICE SERVICE	1-26-2016	27/01/2016	MUSEUM-CRIMINAL CHECK	5.00
002624	WINGHAM POLICE SERVICE	1-27-2016	28/01/2016	REC- CRIMINAL RECORD CHI	5.00
Invoice Count 2 Total					10.00
Report Total					194,346.84

Gene H. Hecox

8-29/2016

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 004558		Date 15/01/2016	Amount	20.64	
001209	BLYTH BUILDING SUPPLIES LTD.	G00075	15/01/2016	ZIP TIES	6.76
001209	BLYTH BUILDING SUPPLIES LTD.	G00459	15/01/2016	TREMCLAD	13.88
			Invoice Count	2	Total 20.64
Cheque 004559		Date 15/01/2016	Amount	644.10	
003986	D.C. CRAIG EXCAVATING	142	15/01/2016	DIGUP AND BACKFILL SERVI	644.10
			Invoice Count	1	Total 644.10
Cheque 004560		Date 15/01/2016	Amount	269.93	
000074	FOXTON FUELS LIMITED	273834	15/01/2016	OIL	57.49
000074	FOXTON FUELS LIMITED	275107	15/01/2016	FUEL	212.44
			Invoice Count	2	Total 269.93
Cheque 004561		Date 15/01/2016	Amount	180.17	
000421	MICROAGE BASICS	156034	15/01/2016	PRINTER CARTRIDGES	152.41
000421	MICROAGE BASICS	157974	15/01/2016	NOTEBOOKS	19.41
000421	MICROAGE BASICS	158014	15/01/2016	NOTEBOOK	8.35
			Invoice Count	3	Total 180.17
Cheque 004562		Date 15/01/2016	Amount	497.20	
002509	PBS BUSINESS SYSTEMS	104976	15/01/2016	10,000 WATER BILLS	497.20
			Invoice Count	1	Total 497.20
Cheque 004563		Date 15/01/2016	Amount	65.50	
003420	RADFORD GROUP LTD	64114	15/01/2016	DECEMBER FUEL	65.50
			Invoice Count	1	Total 65.50
Cheque 004564		Date 15/01/2016	Amount	6.73	
000606	STEFFEN AUTO SUPPLY	277770	15/01/2016	HANDY PACKS	6.73
			Invoice Count	1	Total 6.73
Cheque 004565		Date 15/01/2016	Amount	224.46	
000074	FOXTON FUELS LIMITED	275604 W	15/01/2016	DECEMBER FUEL	224.46
			Invoice Count	1	Total 224.46
Cheque 004566		Date 21/01/2016	Amount	99.99	
003783	LAKE HURON CHRYSLER	24371	21/01/2016	SPOILER	99.99
			Invoice Count	1	Total 99.99
Cheque 004567		Date 21/01/2016	Amount	463.30	
002509	PBS BUSINESS SYSTEMS	105002	21/01/2016	10000 WINDOW ENVELOPES	463.30
			Invoice Count	1	Total 463.30
Cheque 004568		Date 21/01/2016	Amount	2,100.60	
003017	TD VISA	WCWC 48	21/01/2016	NESBITT & STOREY TRAININ	700.60

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
003017	TD VISA	MOE 12	21/01/2016	APPLICATION FEES	1,400.00
				Invoice Count 2	Total 2,100.60
Cheque 004569		Date 21/01/2016	Amount 29,950.60		
002512	TOWNSHIP OF NORTH HURON	48293	21/01/2016	DEC 2015 WAGES/BENEFITS	29,950.60
				Invoice Count 1	Total 29,950.60
Cheque 004570		Date 21/01/2016	Amount 143,540.36		
000897	TOWNSHIP OF NORTH HURON SEWEF	48270	21/01/2016	NOV & DEC SEWER BILLING	143,540.36
				Invoice Count 1	Total 143,540.36
Cheque 004571		Date 25/01/2016	Amount 3,194.06		
004266	USTI CANADA INC	161692 W	25/01/2016	SOFTWARE SUPPORT	3,194.06
				Invoice Count 1	Total 3,194.06
Cheque 004572		Date 25/01/2016	Amount 1,243.00		
001036	WARD & UPTIGROVE CONSULTING & I	40371	25/01/2016	HUMAN RESOURCES SERVIC	1,243.00
				Invoice Count 1	Total 1,243.00
Cheque 004573		Date 27/01/2016	Amount 322.05		
003986	D.C. CRAIG EXCAVATING	144	27/01/2016	TEST HOLES - NEW WELL	322.05
				Invoice Count 1	Total 322.05
Cheque 004574		Date 27/01/2016	Amount 32.66		
000296	IDEAL SUPPLY COMPANY LTD	1938574	27/01/2016	SHOP TOWELS, GLOVES	32.66
				Invoice Count 1	Total 32.66
Cheque 004575		Date 27/01/2016	Amount 3,870.25		
003781	QUALITY UNDERGROUND SOLUTIONS	398	27/01/2016	DIRECTIONAL DRILL - ANN S	3,870.25
				Invoice Count 1	Total 3,870.25
Cheque 004576		Date 27/01/2016	Amount 8,092.68		
000542	R.J. BURNSIDE & ASSOCIATES	300037113.0000-5	27/01/2016	BLYTH WATER TREATMENT	4,830.75
000542	R.J. BURNSIDE & ASSOCIATES	300037113.10000-4	27/01/2016	BLYTH WELL ADDITIONAL WC	3,261.93
				Invoice Count 2	Total 8,092.68
Cheque 004577		Date 27/01/2016	Amount 50.82		
000602	STANTON HARDWARE	272507	27/01/2016	TORCH KIT	37.28
000602	STANTON HARDWARE	273251	27/01/2016	DC WHEELS	13.54
				Invoice Count 2	Total 50.82
Report Total					194,869.10

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Accounts Payable

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

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 003223		Date 15/01/2016	Amount 23.73		
001209	BLYTH BUILDING SUPPLIES LTD.	G00375	15/01/2016	STRYOSPAN	23.73
				Invoice Count 1	Total 23.73
Cheque 003224		Date 15/01/2016	Amount 192.01		
000113	CARSON SUPPLY	S1438134.001	15/01/2016	COUPLINGS	192.01
				Invoice Count 1	Total 192.01
Cheque 003225		Date 15/01/2016	Amount 278.61		
000074	FOXTON FUELS LIMITED	275604 S	15/01/2016	DECEMBER FUEL	278.61
				Invoice Count 1	Total 278.61
Cheque 003226		Date 15/01/2016	Amount 5,831.31		
000294	HYDRO ONE NETWORKS INC	60 LLOYD ST 12/2015	15/01/2016	60 LLOYD ST NOV USAGE	5,831.31
				Invoice Count 1	Total 5,831.31
Cheque 003227		Date 15/01/2016	Amount 4.37		
000272	RONA HODGINS	82603	15/01/2016	SOLDER	4.37
				Invoice Count 1	Total 4.37
Cheque 003228		Date 21/01/2016	Amount 884.23		
004354	CROP QUEST INC.	1898	21/01/2016	NUTRIENT MANAGEMENT PL	884.23
				Invoice Count 1	Total 884.23
Cheque 003229		Date 21/01/2016	Amount 589.33		
003017	TD VISA	30256	21/01/2016	GREAT LAKES IND. CONTRO	589.33
				Invoice Count 1	Total 589.33
Cheque 003230		Date 21/01/2016	Amount 17,774.61		
002512	TOWNSHIP OF NORTH HURON	12/2015	21/01/2016	DEC 2015 WAGES/BENEFITS	17,774.61
				Invoice Count 1	Total 17,774.61
Cheque 000000		Date	Amount 0.00		
				Invoice Count 1	Total 0.00
Cheque 000000		Date	Amount 0.00		
				Invoice Count 1	Total 0.00
Cheque 000000		Date	Amount 0.00		
				Invoice Count 1	Total 0.00
Cheque 000000		Date	Amount 0.00		
				Invoice Count 1	Total 0.00

Accounts Payable

Paid Invoice History By Cheque Report - SEWER GENERAL TD CANADA TRUST
Cheque Date 15/01/2016 to 31/12/2016
Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
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000000					0.00
			Invoice Count	1	Total 0.00

Cheque	Date	Amount	0.00
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000000					0.00
			Invoice Count	1	Total 0.00

Cheque	003236	Date	27/01/2016	Amount	53.59
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000602	STANTON HARDWARE	273144	27/01/2016	PAPER TOWELS, DETERGEN	24.81
000602	STANTON HARDWARE	272804	27/01/2016	CONNECTORS, PLUG	23.14
000602	STANTON HARDWARE	272469	27/01/2016	BATTERIES	5.64
			Invoice Count	3	Total 53.59

Report Total 25,631.79

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Accounts Payable

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

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 000296 Date 15/01/2016 Amount 1,932.22					
000294	HYDRO ONE NETWORKS INC	200005628593-12/15	31/12/2015	54.237 KWH- ESTC PROGRAM	47.73
000294	HYDRO ONE NETWORKS INC	200014898056-12/15	31/12/2015	4540 KWH- FIRE HALL B	973.44
000294	HYDRO ONE NETWORKS INC	200023033023-2015	31/12/2015	4343.4933 KWH- AIRPORT	911.05
Invoice Count 3 Total					1,932.22
Cheque 000297 Date 15/01/2016 Amount 2,987.52					
000657	TOWNSHIP OF NORTH HURON WATER	12-22-2015	31/12/2015	277 EDWARD- NOV & DEC FL	168.56
000657	TOWNSHIP OF NORTH HURON WATER	2015-12-22	31/12/2015	MEM HALL NOV & DEC FLAT	168.56
000657	TOWNSHIP OF NORTH HURON WATER	12-22-2015-2	31/12/2015	BLYTH WORKS- NOV & DEC I	168.56
000657	TOWNSHIP OF NORTH HURON WATER	12-22-2015-ESTC	31/12/2015	ESTC- NOV & DEC FLAT RATI	168.56
000657	TOWNSHIP OF NORTH HURON WATER	148374	31/12/2015	30.09 M3- DAY CARE	94.52
000657	TOWNSHIP OF NORTH HURON WATER	148367	31/12/2015	453.90 M3/340.3M3- COMPLE	987.28
000657	TOWNSHIP OF NORTH HURON WATER	148899	31/12/2015	422.79M3- NOV & DEC	1,231.48
Invoice Count 7 Total					2,987.52
Cheque 000298 Date 21/01/2016 Amount 357.94					
000294	HYDRO ONE NETWORKS INC	200055121532-Dec	31/12/2015	576.5640 KWH - CEMETERY	147.00
000294	HYDRO ONE NETWORKS INC	200071106627-Dec	31/12/2015	880.6752 KWH-429 MILL ST	210.94
Invoice Count 2 Total					357.94
Cheque 000299 Date 21/01/2016 Amount 1,749.94					
000594	SPARLINGS PROPANE	88250005-G45615	31/12/2015	ARENA B- PROPANE	20.91
000594	SPARLINGS PROPANE	88250005000532	31/12/2015	ARENA B- PROPANE	1,375.62
000594	SPARLINGS PROPANE	88250105409041	31/12/2015	FIRE HALL B- REPAIRS/MAIN	243.23
000594	SPARLINGS PROPANE	88550105-G45600	31/12/2015	COMPLEX - PROPANE	66.11
000594	SPARLINGS PROPANE	88550105-G45630	31/12/2015	COMPLEX-PROPANE	44.07
Invoice Count 5 Total					1,749.94
Cheque 000300 Date 21/01/2016 Amount 7,633.10					
000687	WESTARIO POWER INC.	2103253247	31/12/2015	1412.958 KWH JOSP. ST ST L	291.51
000687	WESTARIO POWER INC.	2103245216	31/12/2015	1065.89 KWH- CRUIKSHANK I	183.73
000687	WESTARIO POWER INC.	2103245202	31/12/2015	1828.34 KWH- MUSEUM	322.14
000687	WESTARIO POWER INC.	2103245207	31/12/2015	1740.381 KWH- FIRE HALL	300.25
000687	WESTARIO POWER INC.	2103245274	31/12/2015	84.99 NKWH- SNACK BAR	40.98
000687	WESTARIO POWER INC.	2103245264	31/12/2015	385.99 KWH-274 JOSP. PUMF	87.45
000687	WESTARIO POWER INC.	2103245258	31/12/2015	639.922 KWH- 166 JOHN STRI	122.95
000687	WESTARIO POWER INC.	2103245242	31/12/2015	538.978 KWH-250 JOH ST ST	110.95
000687	WESTARIO POWER INC.	2103245267	31/12/2015	476.863 KWH- JOSP ST ST LT	97.43
000687	WESTARIO POWER INC.	2103245278	31/12/2015	2010.95 KWH -ALF- JOS ST L'	326.95
000687	WESTARIO POWER INC.	2103245277	31/12/2015	VIC & JOSP ST ST LTS	481.33
000687	WESTARIO POWER INC.	2103245208	31/12/2015	2759.349 KWH- 445 JOS ST	468.95
000687	WESTARIO POWER INC.	300212647	31/12/2015	17469.97KWH- 274 JOSEPHIN	3,435.60
000687	WESTARIO POWER INC.	2103253244	31/12/2015	4080.06 KWH-DAY CARE	791.82
000687	WESTARIO POWER INC.	2103253245	31/12/2015	2957.299 KWH - LIBRARY	571.06
Invoice Count 15 Total					7,633.10
Cheque 000301 Date 25/01/2016 Amount 1,571.82					
000294	HYDRO ONE NETWORKS INC	200092888480-dec	31/12/2015	396 KWH- AUBURN ST. LITES	94.70
000294	HYDRO ONE NETWORKS INC	200028161693 - dec	31/12/2015	538 KWH- HUTTON HEIGHTS	124.34

Accounts Payable

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

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000294	HYDRO ONE NETWORKS INC	200074043303-Dec	31/12/2015	566.0028 KWH- 86165 CURRIE	146.43
000294	HYDRO ONE NETWORKS INC	200042708461-Dec	31/12/2015	231 KWH- AIRPORT LIGHTS	56.82
000294	HYDRO ONE NETWORKS INC	200105168882-Dec	31/12/2015	896 KWH- HUMPHREY ST LIT	205.02
000294	HYDRO ONE NETWORKS INC	200075727867-Dec	31/12/2015	266.6808 KWH- 850 JOSEPHII	85.20
000294	HYDRO ONE NETWORKS INC	200098671401-Dec	31/12/2015	1387.6728 KWH- 39498 BELGI	313.03
000294	HYDRO ONE NETWORKS INC	200029297304-Dec	31/12/2015	265.86 KWH- 423 MILL ST	88.23
000294	HYDRO ONE NETWORKS INC	200025240983-Dec 15	31/12/2015	0 KWH-# 8 CAMP ENTRANCE	193.72
000294	HYDRO ONE NETWORKS INC	200030274071-Dec 15	31/12/2015	191.8416 KWH- 377 GYPSY L/	71.92
000294	HYDRO ONE NETWORKS INC	200003508337-Dec 15	31/12/2015	26.3520 KWH-377 GYPSY OTI	41.09
000294	HYDRO ONE NETWORKS INC	200030562950-Dec 15	31/12/2015	412.8396 KWH-LIBRARY B	115.65
000294	HYDRO ONE NETWORKS INC	200081214633 -Dec 15	31/12/2015	0.6192 KWH- 377 GYPSY OTI	35.67
				Invoice Count	13 Total 1,571.82

Cheque 000302 Date 25/01/2016 Amount 274.47

002697	TUCKERSMITH COMMUNICATIONS	11283616-Jan 16	22/01/2016	ARENA B- TELEPHONE/INTEI	98.63
002697	TUCKERSMITH COMMUNICATIONS	11283708 Jan 16	22/01/2016	ESTC- TELEPHONE/FAX	58.28
002697	TUCKERSMITH COMMUNICATIONS	11283710 Jan 16	22/01/2016	BLYTH P/W- TELEPHONE/INT	117.56
				Invoice Count	3 Total 274.47

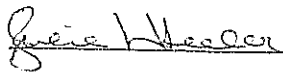
Cheque 000303 Date 28/01/2016 Amount 18,808.15


003888	EQUITABLE LIFE OF CANADA	2-1-2016	28/01/2016	FEBRUARY PREMIUM	18,808.15
				Invoice Count	1 Total 18,808.15

Cheque 000304 Date 28/01/2016 Amount 33,687.60

000687	WESTARIO POWER INC.	300213330	31/12/2015	36717 KWH WINGHAM STREE	10,018.63
000687	WESTARIO POWER INC.	300213311	31/12/2015	0KWH - PARK DRIVE BALL P/	28.40
000687	WESTARIO POWER INC.	2103263245	31/12/2015	124560 KWH 99 KERR DRIVE	23,640.57
				Invoice Count	3 Total 33,687.60

Report Total 69,002.76





Accounts Payable

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

Cheque Date 15/01/2016 to 31/12/2016

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 000322 Date 15/01/2016 Amount 85.40					
002697	TUCKERSMITH COMMUNICATIONS	9131 01/2016	15/01/2016	523-9131 MONTHLY ACCT	85.40
				Invoice Count 1	Total 85.40
Cheque 000323 Date 25/01/2016 Amount 644.10					
002664	D.H. JUTZI LIMITED	D97076	25/01/2016	LIQUID CHLORINE	644.10
				Invoice Count 1	Total 644.10
Cheque 000324 Date 25/01/2016 Amount 1,096.65					
000687	WESTARIO POWER INC.	2103253246	25/01/2016	WELL 3 DEC USAGE	1,096.65
				Invoice Count 1	Total 1,096.65
Report Total					1,826.15

Grant Heenan

Jan 28/2016



TOWNSHIP OF NORTH HURON

REPORT

Item No. 6.5.1

REPORT TO: Reeve Vincent and Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: Monday February 1, 2016
SUBJECT: Town Hall Theatre Committee Grant/Fund Applications
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron approve the applications for funding for the Town Hall Theatre Committee fundraising campaign to the Bruce Power's Community Investment & Sponsorship Program for \$10,000.

THAT the Council of the Township of North Huron approve the application for funding from the Lucknow Kinsmen's Music in the Fields account for the amount of \$5,000.

THAT the Council of the township of North Huron approve the application to the Libro Prosperity Fund for up to \$10,000 of funding.

EXECUTIVE SUMMARY

As a Committee of Council, the Wingham Townhall Theatre Committee requires Council approval to submit applications for funding, as per the Terms of Reference.

DISCUSSION

1. Bruce Power

- a. Application will be made for funding from Bruce Power's Community Investment & Sponsorship Program
- b. Application will be submitted by Art FitzGerald, Chair of Grant Committee
Request will be for \$10,000

2. Lucknow Kinsmen

- a. Application will be made for funding from Lucknow Kinsmen's Music in the Fields account
- b. Application will be submitted by Art FitzGerald, Chair of Grant Committee
- c. Request will be for \$5,000

3. Libro Prosperity Fund

- a. This is a reapplication to Libro
- b. Application will be submitted by Art FitzGerald, Chair of Grant Committee
Request will be for \$10,000 (will option to go to \$5000)

FINANCIAL IMPACT

Discuss any short term/long term financial impacts, budget amendments required, how project or activity will be funded.

FUTURE CONSIDERATIONS

Discuss future impacts of project or activity, if any

RELATIONSHIP TO STRATEGIC PLAN

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

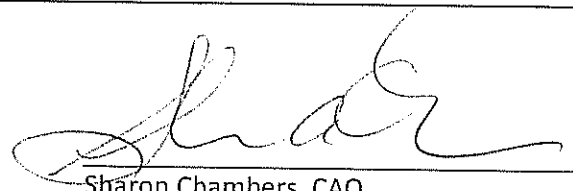
REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac 

Fire Chief _____ Police Chief _____ Other _____



Pat Newson, Director of Rec and Facilities



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 6.5.2

REPORT TO: Reeve Vincent and Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: Monday February 1, 2016
SUBJECT: Town Hall Theatre Committee Funds for Fire Code Consulting
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron approve staff spending up to \$1,500 of funds in reserves, to hire Allan Avis Architects to provide a written recommendation on how to best meet the requirements for the fire code upgrades for the Town Hall Theatre. The funds in reserves have been fundraised for the Town Hall Theater Renovation Project

EXECUTIVE SUMMARY

The 2016 budget has not been approved, and the funds that have been raised for this project are in reserves. To spend funds requires a motion of Council.

DISCUSSION

The Town Hall Theatre Committee, the Fire Prevention Officer, the Chief Building Official and the Recreation and Facilities department require clarity on the implementation of the fire code upgrades from an architect or engineer. In the minutes of the last Town Hall Theatre Committee meeting the following motion was carried:

That an architect or engineer be hired for a budget cost of \$1,000 to \$1,500 to review and provide a written report/recommendations on how to best meet the CBO and FPO's concerns.

Township staff have consulted with Allan Avis Architects to provide this service on a materials and hourly basis, with an upward limit of \$1,500.

FINANCIAL IMPACT

Confirmed funds raised to date:	\$51,400.00
Expenses to date:	\$ 3,994.47
Balance:	\$47,405.53

New Expense requested	\$ 1,500.00
New Balance:	\$45,905.53

FUTURE CONSIDERATIONS


The report from an architect or engineer is required in order to plan for the tendering of the fire code upgrades. The scope of work required is dependent on this recommendation.

RELATIONSHIP TO STRATEGIC PLAN

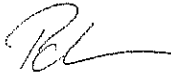
Our community is attractive to new businesses and residents.

Our administration is fiscally responsible and strives for operational excellence.

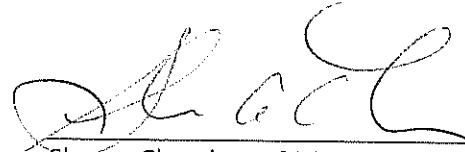
REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac 

Fire Chief _____ Police Chief _____ Other _____



Pat Newson, Director of Rec and Facilities



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 6.6.1

REPORT TO: Reeve Vincent and Council
PREPARED BY: Kelly Church
DATE: February, 1 2016
SUBJECT: Public Works Activity Report
ATTACHMENTS:

RECOMMENDATION:

THAT the Department Activity Report of the Public Works Department is hereby received for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

1. Landfill

MOECC directed actions will have an impact on the 2016 Budget, an extra \$24,350.00 will be added to complete the work required.

Total budget for both sites including Monitoring, Reporting and Directed Work for 2016 will be \$74,175.00 an increase of \$24,875.00 from 2015 budget.

Staff continues to strive for efficiencies in landfilling and to deal with the public in a courteous and professional manner.

2. Cemetery

Burials are now housed in the lower level of the chapel at both cemeteries and will be interred during spring internments.

3. East Wawanosh Ward

Snow plowing, ice blading and sanding of Township roads is ongoing and as needed.

Experiencing some minor break downs which have slowed some service to areas that equipment was assigned, repairs have been done and service was restored.

One full time employee, one permanent part time and two casual part time plow operators on a call in basis, work in East Wawanosh

Staff continues to strive for efficiencies and to deal with the public in a courteous and professional manner.

4. Blyth Ward

Regular maintenance continues, snow plowing/removal as needed.

Assist contractor with street light repair.

Two full time employees and one casual part time employee on a call in basis work in Blyth.

Staff continues to strive for efficiencies and to deal with the public in a courteous and professional manner.

5. Wingham Ward

Regular maintenance continues, snow plowing/removal as needed.

Four full time employees and one full time cemetery/public works seasonal employee work in Wingham.

Westario Power to do some upgrades this coming summer, pole and line replacement on Francis Street and also Catherine Street north of Boland.

Staff continues to strive for efficiencies and to deal with the public in a courteous and professional manner.

Assist contractor with street light repair.

Summary of Department

- Snow plowing/removal maintenance in full swing, weather over the last month has increased activity in this area; staff has maintained the level of service that is required with the manpower and equipment available.
- Hutton Heights LED lights will be installed as soon as can be scheduled with contractor.
- Fleet Complete will be installed in early February, slight delays as there have been a few issues that the company has been working on to rectify, latest information indicates these have been resolved. Four truck plows, two graders, two sidewalk machines and one rural patrol ½ ton will be equipped with necessary devices.
- Continue staff training to work safely through meetings and inspections.
- Ongoing monthly meetings for staff utilization and efficiencies with equipment and material.
- Striving to work swiftly and effectively in a professional and courteous manner when dealing with public concerns/complaints.
- All departments in North Huron continue to work together to be more efficient.

FINANCIAL IMPACT

Landfill budget increase of \$24,875.00

FUTURE CONSIDERATIONS

RELATIONSHIP TO STRATEGIC PLAN

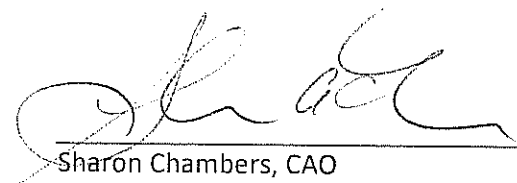
Goal #4 Our administration is fiscally responsible and strives for operational excellence.

REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac _____

Fire Chief _____ Police Chief _____ Other _____

Kelly Church, Director of Public Works



Sharon Chambers, CAO



BURNSIDE

[THE DIFFERENCE IS OUR PEOPLE]

January 20, 2016

Via: Email

Mr. Kelly Church
Director of Public Works
Township of North Huron
274 Josephine Street, P.O. Box 90
Wingham ON N0G 2W0

Dear Mr. Church:

**Re: Wingham Landfill Monitoring and Supplemental Services
2016 Budget Estimate
Project No.: LNE085790.2016**

This letter provides a budget estimate for the 2016 monitoring program for the Wingham Landfill. The work program for the East Wawanosh Landfill is provided under separate cover.

Monitoring and Reporting

Monitoring of the Wingham Landfill Site is to be completed in accordance with the site's Environmental Compliance Approval (ECA) number A160502, dated May 2, 2012. Full monitoring reports are to be submitted to the Ministry of the Environment and Climate Change (MOECC) every three years. The report covering 2015-2017 must be submitted by May 31, 2018. The MOECC's August 2015 letter, regarding the arsenic levels at OW38, requires additional investigation and reporting during spring 2016 (MOECC Directed Actions).

For the purposes of this estimate, the standard monitoring services include:

Spring 2016

- Spring hydrogeological and operational monitoring (including MOECC required VOC at OW33 and OW36);
- Laboratory results review to identify potential issues; and
- Preparation of a 2015 Monitoring Status Summary Letter.

Fall 2016

- Fall hydrogeological and operational monitoring;
- Laboratory results review to identify potential issues;
- End of year survey of waste volume in place (December 2016); and

- Letters to private well owners with 2016 sampling results for their well(s).

The 2015 Monitoring Status Summary Letter was identified in Burnside's 2015 work plan (letter dated January 8, 2015) as an effort that would be completed during 2016. Per the MOECC Directed Actions there are now additional requirements for the 2015 Monitoring Status Summary Letter. This letter must be provided to the MOECC by April 30, 2016. We do not anticipate spring 2016 sampling data will be available in time for inclusion in the letter to the MOECC.

Following the 2016 spring and fall sampling, Burnside will review the laboratory results and will bring any potential concerns to the Township's attention, along with recommendations for proposed actions. Normally, a summary letter is prepared at the end of the sampling year to track operations and monitoring issues and submitted to the Township. We have budgeted for this to occur during the first quarter of 2017, though it may be complete at the end of 2016. It is likely that this letter will also need to be submitted to the MOECC, in keeping with the MOECC letter of August 2015.

The number of spring and fall sampling locations is summarized below in Table 1 below. As part of the groundwater monitoring program, we normally collect samples from drinking water wells of neighbouring landowners. In all cases, Burnside collects samples in accordance with MOECC standards.

Table 1: Sampling Locations

	Number of Locations
Groundwater Samples (monitoring wells)	15
Groundwater Levels (monitoring wells)	7
Private Well Samples	6
Surface Water Samples	2
QA/QC Samples ¹	2
Landfill Gas Measurements ²	13
1.	Duplicate groundwater samples are collected from randomly selected wells for quality assurance/quality control (QA/QC) during each monitoring visit.
2.	Landfill gas locations include 8 gas probes, 3 monitoring wells and 2 buildings

Landfill Liability Assessment

Ontario municipalities are required to report annually on financial liabilities related to closure and post closure care for their operating and closed landfills. The Public Sector Accounting Board requires the assessment be updated annually and submitted with your municipal financial reporting. Burnside's most recent assessment was completed in May 2015 for the year ending December 31, 2014. As part of this 2016 work plan, Burnside will review and update the assessment to consider data collected through December 31, 2015. We plan to provide you with an email in this regard that you can pass along to the municipal auditors.

MOECC Directed Actions

The MOECC, in a letter dated August 21, 2015, required an investigation into elevated iron, arsenic and DOC levels in the shallow groundwater at OW38 (installed in 2012 between the landfill and Reid Road). Burnside submitted a work plan letter to the MOECC on September 29, 2015, following emails and discussions with the Township. Limited initial efforts commenced in 2015. The remainder is to be completed in early 2016, and is part of this budget estimate.

The work required includes:

- Investigation into reasonable use exceedance and the possible location of a former landfill north of Reid Road (including installation of up to two monitoring wells north of Reid Road);
- Decommissioning of unused monitoring wells on the landfill site¹; and
- Additional VOC sampling in the spring of 2016.

Burnside is to submit a report interpreting our investigation, and including our 2015 Monitoring Status Summary, to the MOECC by April 30, 2016.

Overall Work Program Budget

Table 2 below, provides a breakdown of the anticipated costs for completing the 2016 work program. Some of this work may extend into 2017, and is shown on the table as such. This work program includes the budget for the MOECC Directed Actions and 2016 reporting letters but does not include the Triennial Monitoring Report which was last completed in 2015. These differences make it difficult to compare the 2015 and 2016 work plan budgets on an overall basis. I would be pleased to provide comparison points for your consideration if you wish.

Table 2: Wingham Landfill Work Program Estimate

	2016	2017	Total
Monitoring			
Project Management	3,325		3,325
Spring and Fall Sampling ¹	7,200		7,200
Laboratory (spring and fall) ¹	5,625		5,625
Topographic Survey	1,875		1,875
Subtotal	18,025	-	18,025
Reporting			
2015 Monitoring Status Letter	4,700		4,700
2016 Well Owner Letters	750		750
2016 Monitoring Status Letter ²		1,500	1,500
Subtotal	5,450	1,500	6,950
Other			
MOECC Directed Actions	24,350		24,350
Updated Landfill Liability Assessment	475		475
Total ³	\$ 48,300	\$ 1,500	\$ 49,800

Notes:

1. Estimate is based on spring and fall sampling locations indicated in Table 1.
2. Work might be completed during late 2016. Cost dependent upon MOECC comments about the 2015 Monitoring Status Letter.
3. Estimates exclude taxes.

¹ As part of their long term waste disposal alternatives review, the County of Huron installed 13 monitoring wells at the Wingham landfill. The County committed to decommissioning these wells when there were no longer required. The Township should initiate discussion with the County regarding cost recovery for the well decommissioning to be completed in this work program. Burnside would be happy to assist in this regard, though we have not included any budget allowance for such efforts.

Mr. Kelly Church
January 20, 2016
Project No.: LNE085790.2016

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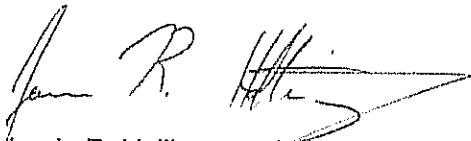
Authorization to Proceed

Burnside's Standard Conditions of Service and an Authorization to Proceed form are enclosed with this letter. Please complete the authorization form and return it to our office at your earliest convenience. Burnside's project/file number for this and any unanticipated landfill work will be LNE085790.2016.

Burnside looks forward to continuing our work with the Township on the Wingham Landfill. If you have any questions or concerns, please feel free to contact the undersigned.

Yours truly,

R.J. Burnside & Associates Limited



Jamie R. Hollingsworth, P.Eng.
Manager, Solid Waste Services
JR/JRH:js

Enclosure(s) Authorization to Proceed
 Standard Conditions of Service

This document contains proprietary and confidential information. As such, it is for the sole use of the addressee and R.J. Burnside & Associates Limited. Proprietary information shall not be disclosed, in any manner, to a third party except by the express written consent of R.J. Burnside & Associates Limited. This document is deemed to be the intellectual property of R.J. Burnside & Associates Limited in accordance with Canadian copyright law.



TOWNSHIP OF NORTH HURON

REPORT

Item No. 662

REPORT TO: Reeve Vincent and Council
PREPARED BY: Kelly Church
DATE: Febuary,1 2016
SUBJECT: Report Staff Report – Winter Maintenance of Sidewalks Policy
ATTACHMENTS:

RECOMMENDATON:

THAT the Council of the Township of North Huron hereby receives the February 1st 2016 Draft Winter maintenance of sidewalks Policy is received for information purposes;

AND FURTHER THAT Council approves the Draft Township Winter Maintenance of Sidewalks Policy as presented;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Maintenance of Sidewalks Policy at the February 15, 2016 Council meeting.

Discussion:

Currently the Township of North Huron maintains the Township sidewalks in the absence of a formal policy. After reviewing this practice, the Director of Public Works has drafted a North Huron Winter Maintenance of Sidewalks policy. Staff believe that by adopting this new policy the needs of the residents of the municipality regarding winter maintenance of sidewalks will be met by receiving the appropriate level of winter maintenance on the sidewalks identified in schedule "A" and "B" of this policy.

RELATIONSHIP TO STRATIGIC PLAN:

This new policy fits the Township's goal that:" our community is healthy and safe".

REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac _____
Fire Chief _____ Police Chief _____ Other _____

Kelly Church, Director of Public Works

[Handwritten signature]
Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 6.6.3

REPORT TO: Reeve Vincent and Council
PREPARED BY: Kelly Church
DATE: February, 1 2016
SUBJECT: Report Staff Report - Winter Operations Plan
ATTACHMENTS: Draft Winter Operations Plan

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the February 1st 2016 Draft Winter Operations Plan report for information purposes;

AND FURTHER THAT Council approves the Draft Winter Operations Plan as presented;

AND FURTHER THAT the Clerk is directed to prepare a by-law to adopt the Township Winter Operations Plan at the February 15, 2016 Council meeting.

DISCUSSION:

Currently the Township of North Huron does not have a Winter Operations Plan in a formal policy. After reviewing this practice, the Director of Public Works has obtained a draft North Huron Winter Operations Plan through Ontario Good Roads Association. OGRA offers this to all municipality's that hold a valid membership.

Staff is confident that by adopting this winter operations plan the needs of the residents and the Municipality regarding winter operations will be met by the delivery outlined in this plan.

The winter operations plan sets out specific routes for roadways and sidewalks, levels of service monitoring and reporting.

One hundred fifty one Municipality's use this as a reference template to be adopted and approved by Council.

RELATIONSHIP TO STRATIGIC PLAN:

This new policy fits the Township's goal that: " our community is healthy and safe".

REVIEWED BY (INITIAL)

CAO _____ Clerk _____ Treasurer _____ Dir of PW _____ Chief Operator _____ Dir of Rec & Fac _____

Fire Chief _____ Police Chief _____ Other _____

Kelly Church, Director of Public Works

[Handwritten signature]

Sharon Chambers, CAO



Township of
North Huron

Winter Operations Plan

Township of North Huron

Approved by Council: (__ / __ / ____)

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Purpose

This Winter Operations Plan sets out a policy and procedural framework for ensuring that Township of North Huron continuously improves on the effective delivery of winter maintenance services and the management of road salt used in winter maintenance operations, as outlined in Environment Canada's Code of Practice for the Environmental Management of Road Salts.

The plan is meant to be dynamic, to allow the municipality to evaluate and phase-in any changes, new approaches and technologies in winter maintenance activities in a fiscally sound manner. At the same time, any modifications to municipal winter maintenance activities must ensure that roadway safety is not compromised.

As specified in the Code of Practice for the Environmental Management of Road Salts, the Winter Operations Plan for Township of North Huron was endorsed by council on the _____ day of _____ 20__

Definitions

Anti-icing.. means the application of liquid de-icers directly to the road surface in advance of a winter event.

De-icing.. means the application of solids, liquids, pre-treated material to the road surface after the on-set of the winter event.

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

Paved Road.. is a road with an asphalt surface, concrete surface, composite pavement, or portland cement.

Pre-treat.. means the application of liquids (calcium chloride, sodium chloride, etc) to dry sand or salt prior to being loaded for storage or applied to the road surface.

Pre-wetting.. means the application of liquids (calcium chloride, sodium chloride, etc) at the spinner of the truck just prior to application to the road surface.

Surface Treated Road.. is road with bituminous surface treatment comprised of one or two applications of asphalt emulsion and stone chips over a gravel road.

Unpaved Road.. is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc to which a winter event response is required.

Winter Event.. is a weather condition affecting roads such as snowfall, wind blown snow, freezing rain, frost, black ice, etc to which a winter event response is required.

Winter Event Response .. is a series of winter control activities performed in response to a winter event.

- **Continuous Winter Event Response..** is a response to a winter event with full deployment of manpower and equipment that plow/salt/sand the entire system.

- **Spot Winter Event Response..** is a response to a winter event with only a part deployment of manpower and equipment or with full deployment to only part of the system.

Winter Event Response Hours .. are the total number of person-hours per year (plowing, salting/sanding, winging back, etc.) to respond to winter events.

1.0 Winter Operations Management - Objective

Township of North Huron is committed to improving winter maintenance operations while continuing to ensure public safety. Township of North Huron will optimize the use of winter maintenance materials containing chlorides on all municipal roads while striving to minimize negative impacts to the environment. Township of North Huron public works staff will strive, insofar as reasonably practicable, to provide safe winter road conditions for vehicular and pedestrian traffic as set out in the level of service policies and within the resources established by the Council of Township of North Huron

2.0 Policy Statement

Township of North Huron will provide efficient and cost effective winter maintenance to ensure, insofar as reasonably practicable, the safety of users of the municipal road network in keeping with applicable provincial legislation and accepted standards while striving to minimize adverse impacts to the environment. These commitments will be met by:

- adhering to the procedures contained within the Winter Operations Plan;
- reviewing and upgrading the Winter Operations Plan on an annual basis to incorporate new technologies and new developments;
- committing to ongoing winter maintenance staff training and education; and
- monitoring on an annual basis, the present conditions of the winter maintenance program, as well as the effectiveness of the Winter Operations Plan.

3.0 Winter Maintenance Program

3.1.0 The System Maintained

The major activities related to winter maintenance are:

- anti-icing
- snow plowing
- salt /sand application
- salt and sand storage
- snow removal
- snow storage
- sidewalk plowing and de-icing

Township of North Huron is responsible for winter maintenance on:

Paved roads	<u>33 lane km</u>
Surface treated roads	<u>3 lane km</u>
Unpaved roads	<u>106 lane km</u>
Sidewalks	<u>25 km</u>
Paths and Trails	<u>0 km</u>

For the purposes of this winter operations plan, the highways under the jurisdiction of Township of North Huron have been classified (Class 1, 2, 3, 4, 5) as per the following table which is based on the Classification of Highways table included in O.Reg. 239/02.

Average Annual Daily Traffic (number of motor vehicles)	Posted or Statutory Speed Limit (kilometres per hour)						
	91 - 100	81 - 90	71 - 80	61 - 70	51 - 60	41 - 50	1 - 40
15,000 or more	1	1	1	2	2	2	2
12,000 - 14,999	1	1	1	2	2	3	3
10,000 - 11,999	1	1	2	2	3	3	3
8,000 - 9,999	1	1	2	3	3	3	3
6,000 - 7,999	1	2	2	3	3	3	3
5,000 - 5,999	1	2	2	3	3	3	3
4,000 - 4,999	1	2	3	3	3	3	4
3,000 - 3,999	1	2	3	3	3	4	4
2,000 - 2,999	1	2	3	3	4	4	4
1,000 - 1,999	1	3	3	3	4	4	5
500 - 999	1	3	4	4	4	4	5
200 - 499	1	3	4	4	5	5	5
50 - 199	1	3	4	5	5	5	5
0 - 49	1	3	6	6	6	6	6

For the purposes of the table above to this section, the average daily traffic on a

highway or part of a highway under the jurisdiction of Township of North Huron shall be determined:

- a. by counting and averaging the daily two-way traffic on the highway or part of the highway; or
- b. by estimating the average daily two-way traffic on the highway or part of the highway.

The table below summarizes the road system in Township of North Huron as follows:

	Paved Lane / KM		Surface Treated / KM		Unpaved Lane / KM	
	Rural	Urban	Rural	Urban	Rural	Urban
Class 1						
Class 2						
Class 3						
Class 4	9.21		3.68		105.32	
Class 5		24.52				1.82
Class 6						

3.2.0 Level of Service

Township of North Huron provides the following level of service during the winter maintenance season, as set out in 3.3.0, in response to a winter event.

Weather monitoring

3.1 (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.

(2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

4. Section 4 of the Regulation is revoked and the following substituted:

Snow accumulation

4. (1) The minimum standard for addressing snow accumulation is,

(a) after becoming aware of the fact that the snow accumulation on a roadway is greater than the depth set out in the Table to this section, to deploy resources as soon as practicable to address the snow accumulation; and

(b) after the snow accumulation has ended, to address the snow accumulation so as to reduce the snow to a depth less than or equal to the depth set out in the Table within the time set out in the Table,

(i) to provide a minimum lane width of the lesser of three metres for each lane or the actual lane width, or

(ii) on a Class 4 or Class 5 highway with two lanes, to provide a total width of at least five metres.

(2) If the depth of snow accumulation on a roadway is less than or equal to the depth set out in the Table to this section, the roadway is deemed to be in a state of repair with respect to snow accumulation.

(3) For the purposes of this section, the depth of snow accumulation on a roadway may be determined in accordance with subsection (4) by a municipal employee, agent or contractor, whose duties or responsibilities include one or more of the following:

1. Patrolling highways.
2. Performing highway maintenance activities.
3. Supervising staff who perform activities described in paragraph 1 or 2.

(4) The depth of snow accumulation on a roadway may be determined by,

- (a) performing an actual measurement;
- (b) monitoring the weather; or
- (c) performing a visual estimate.

(5) For the purposes of this section, addressing snow accumulation on a roadway includes, but is not limited to,

- (a) plowing the roadway;
- (b) salting the roadway;
- (c) applying abrasive materials to the roadway; or
- (d) any combination of the methods described in clauses (a), (b) and (c).

(6) This section does not apply to that portion of the roadway designated for parking.

TABLE SNOW ACCUMULATION

The minimum standard for treating snow w.r.t time on roadways is:

Class of Highway	Depth	Time
1	2.5 cm	4 hours
2	5 cm	6 hours
3	8 cm	12 hours
4	8 cm	16 hours
5	10 cm	24 hours
6	50 cm	24 hours

5. Section 5 of the Regulation is revoked and the following substituted:

Ice formation on roadways and Icy roadways

5. (1) The minimum standard for the prevention of ice formation on roadways is doing the following in the 24-hour period preceding an alleged formation of ice on a roadway:

1. Monitor the weather in accordance with section 3.1.

2. Patrol in accordance with section 3.

3. If the municipality determines, as a result of its activities under paragraph 1 or 2, that there is a substantial probability of ice forming on a roadway, treat the roadway to prevent ice formation within the time set out in the Table to this section, starting from the time that the municipality determines is the appropriate time to deploy resources for that purpose.

(2) If the municipality meets the minimum standard set out in subsection (1) and, despite such compliance, ice forms on a roadway, the roadway is deemed to be in a state of repair until the earlier of,

(a) the time that the municipality becomes aware of the fact that the roadway is icy; or

(b) the applicable time set out in the Table to this section for treating the roadway to prevent ice formation expires.

(3) The minimum standard for treating icy roadways after the municipality becomes aware of the fact that a roadway is icy is to treat the icy roadway within the time set out in the Table to this section, and an icy roadway is deemed to be in a state of repair until the applicable time set out in the Table for treating the icy roadway expires.

(4) For the purposes of this section, treating a roadway means applying material to the roadway, including but not limited to, salt, sand or any combination of salt and sand.

TABLE ICY ROADWAYS

The minimum standard for treating icy roadways is:

Class of Highway	Time
1	3 hours
2	4 hours
3	8 hours
4	12 hours
5	16 hours
6	48 hours

3.3.0 Winter Maintenance Season

The winter maintenance season within which Township of North Huron will perform winter highway maintenance commences on **November 1st, 2015** and is completed **May 1st, 2016**

3.4.0 Winter Preparations

In the months prior to the start of the winter maintenance season, as identified in 3.3.0, the Township of North Huron undertakes the following tasks to prepare for the upcoming winter season.

3.4.1 Prior to the Winter Season

Prior to the winter season, if required, prepare and call tenders for the supply of materials (salt, sand, liquid), replacement parts (for plows, solid and liquid application

equipment), value added meteorological services (VAMS) and contract equipment (plow trucks, spreader trucks, combination units).

Prior to the winter season Township of North Huron will

1. Conduct a mandatory training session for staff and contract operators where all policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions will be discussed. Any issues resulting from the meeting with regard to the policies, procedures, schedules, reporting procedures for callout, route maps, equipment training and safety precautions shall be resolved either at the meeting or prior to the winter season.
2. Train winter patrollers (or staff whose duties also include patrolling) on the route of representative roads to be patrolled between winter events, their duties during a winter event, recording keeping requirements and callout procedures and the de-icing chemicals to be applied for the forecast weather conditions.
3. Inspect equipment to ensure proper working order. Schedule and complete any and all equipment repairs.
4. Arrange for the delivery of materials (salt, sand and liquid solution) and begin filling storage facilities. If liquid solution is mixed on site, begin mixing and filling storage tanks.
5. Confirm that all guiderail, catchbasin, hazard and fire hydrant markers, if any, are in place. Any missing markers will be replaced prior to the winter session.

3.4.2 One Month Prior to the Winter Season

One month prior to the winter season Township of North Huron will

1. Post the winter shift schedule in accordance with the municipality's collective agreement, if any.
2. Assign equipment to staff.
3. Calibrate material application equipment.
4. Allow operators (staff and contract) time to familiarize themselves with any new equipment, material application rates, material application equipment and their route (driving the route and noting obstacles along the route).
5. Assign staff to monitor weather forecasts on a daily basis. Assign night patrol shift if forecast indicates an overnight winter event is probable. The patrol person will be authorized to initiate a winter event response if conditions warrant a response.
6. Have a 50 % of the fleet ready to respond to a winter event.
7. Have sufficient staff available to operate the fleet if conditions warrant a winter event response.

3.4.3 Two Weeks Prior to the Winter Season

Two weeks prior to the winter season Township of North Huron will

1. Begin regularly scheduled night patrol of representative roads that are maintenance class 1 and 2 roads.
2. Have the required complement of the fleet ready to respond to a winter event.
3. Have staff available to operate the required complement of the fleet if conditions warrant a winter event response

3.4.4 At the Start of the Winter Season

At the start of the winter season:

1. Implement the winter shift schedule.
2. Begin patrolling representative roads in all maintenance classes.
3. Respond to winter events as per the winter operations plan.

3.5.0 Winter Patrol

During the winter maintenance season, 3.3.0, Township of North Huron carries out a winter patrol on a route of representative roads twice daily, 7 days a week. Between winter events a patrol of representative roads will occur during daylight hours and a second night patrol will be also be scheduled. The purpose of the patrol is to monitor and record weather and road conditions and mobilize winter maintenance operators and equipment should a winter event be observed and a winter event response is required. On the approach of a winter event or during a winter event the route of representative roads may be modified, insofar as reasonably practicable, depending on the type and severity of winter event or the direction from which the storm approaches.

The patrol person will be familiar with local conditions in their patrol area, and prepare a condition log of road and weather conditions as well as any actions taken during the shift. The winter patrol schedule parallels the designated winter season.

3.6.0 Operations

3.6.1 Staffing and Hours of Work

Township of North Huron has a full time employee assigned to each vehicle used for winter operations. Each vehicle is assigned a route for sanding/salting and/or plowing.

Township of North Huron adheres to the hours of service as set out in the Highway Traffic Act, Reg.555/06.

Employee ID or Name	Equipment	Comments	Plow Routes
	VHT-06-06 tandem red plow	is the Lead Hand for the rural operations and reports to the Forman.	East Wawanosh Route #3, East Wawanosh weekend plow #2
	VHT-07-08 single axle plow truck	is the Lead hand in Blyth, this is an urban community, reports to Forman	--
	--	operates the tractor blower during winter operations and looks after parking lots and blowing snow from connecting link highway downtown Wingham	--
	--	is part time staff to plow in the rural ward of East Wawanosh is his leadhand	East Wawanosh weekend plow #1
	VHT-05-04 Yellow single axle plow truck	operates a single axle snow plow during the winter months and is able to operate other equipment as needed.	Wingham Route #2
	Kubota utilitytractor	operates any and all equipment in the Blyth ward of North Huron.	Blyth route #1 sidewalks

Joe Hallahan	--	Joe is a part time operator on an on call basis, Joe drives the 1-ton dump during winter months to haul snow.	--
Sklar Whitehead	John Deere Grader	Sklar operates a grader for snow removal in the rural setting, he also has his DZ licence to operate the tandem plow truck.	East Wawanosh Route #1, East Wawanosh weekend plow #2
Roger Irvine	John Deere 344 Loader	Roger works out of the Wingham ward for the winter months, then transfers to work at the East Wawanosh ward for the summer.	--
Kevin Dunn	Trackless sidewalk plow/blower	Kevin operates the sidewalk clearing machine during the winter months and is the operator of the Wingham cemetery.	Wingham Route #1 sidewalks
Jason Dickert	Volvo grader	Jason is a part time snow plow operator, he is on an on call basis He takes his direction from Lead hand Scott Schiestel and works out of the East Wawanosh public Works Shed	East Wawanosh weekend plow #1, Eastwawanosh route #2
Scott Price	VHT-01-95 single axle Red plow truck	Scott Price is the Forman for the three wards in North Huron.	--

3.6.2 Winter Materials Used Annually

Material	2011/2012	5 Year Average**
Solids		
Rock salt (NaCl)	--	156 tonnes
Rock salt (NaCl)	--	156 tonnes
Sand	--	0 tonnes
Sand	--	0 tonnes
Sand and salt mix*	--	1434 tonnes
Sand and salt mix*	--	1434 tonnes
--	--	--
--	--	--
Liquids		
Salt brine (NaCl)	--	--
Salt brine (NaCl)	--	--
Calcium chloride(CaCl ₂)	--	--
Calcium chloride(CaCl ₂)	--	--
Magnesium chloride(MgCl ₂)	--	--
Magnesium chloride(MgCl ₂)	--	--
--	--	--
--	--	--
Pre-treated material***		
PRE-TREATED SAND	--	--
PRE-TREATED SAND	--	--
PRE-TREATED SALT	--	--
PRE-TREATED SALT	--	--
PRE-TREATED SAND AND SALT MIX	--	--
PRE-TREATED SAND AND SALT MIX	--	--
--	--	--
--	--	--

* Percentage of salt in sand/salt mix by weight % (industry standard 2 to 5 %)

(** If you do not have 5 years experience, then provide the average for your number of years' experience.

*** Percentage pre-treat material use 0 %

3.6.3 Application Rates

Solids	Spreading Rates per 2 lane km	
	Salt	Sand
Highway Class		
CLASS1	--	--
CLASS2	--	--
CLASS3	--	--
CLASS4	130 kg	570 kg
CLASS5	130 kg	570 kg
CLASS6	0 kg	0 kg
CLASS1	--	--
CLASS2	--	--
CLASS3	--	--
CLASS4	130 kg	570 kg
CLASS5	130 kg	570 kg
CLASS6	0 kg	0 kg

(Note: MTO Maintenance Manual MBP-703 suggests 130 to 170 kg salt for paved roads and 570 kg sand per 2 lane kilometer).

Liquids - Pre-wetting	Spreading Rates per 2 lane km Temperature		
	0 to -5 C	'-5 to -10oC'	'-10 to -18oC'
FREEZING RAIN	--	--	--
FREEZING RAIN	--	--	--
LIGHT SNOW	--	--	--
HEAVY SNOW	--	--	--
LIGHT SNOW	--	--	--
HEAVY SNOW	--	--	--
FROST	--	--	--
FROST	--	--	--

(Note: MTO Maintenance Manual MBP-705 suggests a range of application rates in litres/2lane km)

Liquids - Direct Application	Application Rates litres per lane km
FROST AND BLACK ICE PREVENTION	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--

FROST AND BLACK ICE PREVENTION	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
DE-ICING	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
DE-ICING	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
ANTI-ICING:PREVENTING OR REDUCING BOND TO ROAD SURFACE	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--
ANTI-ICING:PREVENTING OR REDUCING BOND TO ROAD SURFACE	
Light Traffic/Low Volume	--
Heavy Traffic/High Volume	--

3.6.4 Equipment - Winter Maintenance Fleet

The municipality provides winter maintenance services on 10 routes with the equipment listed below:

Route	Equipment	Staff
Wingham Route #1 sidewalks	Trackless sidewalk plow/blower	
East Wawanosh Route #3	VHT-06-06 tandem red plow	
East Wawanosh weekend plow #1	Volvo grader	
East Wawanosh weekend plow #2	VHT-06-06 tandem red plow, John Deere Grader	
Eastwawanosh route #2	Volvo grader	
East Wawanosh Route #1	John Deere Grader	
Blyth route #1 sidewalks	Kubota utility tractor	
Wingham Route #2	VHT-05-04 Yellow single axle plow truck	
Wingham Route #1	VHT-01-95 single axle Red plow truck	--
Blyth route #1	--	--

#1	Red plow truck	--
----	----------------	----

For Equipment Details, See Appendix 3A

3.6.5 Yard Facilities

The municipality provides winter maintenance services from the patrol yards listed below. Each patrol yard has a front end loader capable of loading the winter maintenance fleet with sand or salt.

3.6.5.1 : Yard : Wingham Public Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot during the winter months and leading up to November the 1st. two snowplows are stored inside the newer shop, two trackless sidewalk machines a tractor with blade on the front and blower that can quick attach to the front as well as a blower on the back. John Deere 344 loader and a Case 580 loader are stored in the same shop . A tandem dump truck is also stored in the same shop.

Equipment Washing Details: 2 dedicated washing bay with oil and grit separator Trucks are washed in the back two bays, this section of the garage is newer and had a sump installed to remove the grit and oil.

Material Storage Details: sand/salt mixture is stored in a covered building on the same site, not the same building. salt is stored in the same building but kept separate, and used mainly on sidewalks. Gravel is also stored at this property but outside.

Site Drainage Details: storm water management has been addressed at this site.

3.6.5.2 : Yard : East Wawanosh Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot Two graders, one plow truck (tandem), case 580 loader, 1/2 ton patrol truck all stored inside when not in use.

Material Storage Details: sand/salt mixture is stored in a building on the same property but not connected to main building. some gravel is stored outside but very little. Township has a gravel pit and stockpile of gravel is stored there.

Site Drainage Details: natural drainage at this site.

3.6.5.3 : Yard : Blyth Public Works Shed

Equipment Storage Details: 4 pre-engineered steel building, paved lot two tractors, one with loader and one with loader that can be disconnected and a blower attached quickly as needed. Kubota utility tractor with attachments, snow plow (single axle) 1/2 ton patrol truck and 1-Ton truck to haul snow. Three lawnmowers and various attachments all stored inside.

Material Storage Details: sand/salt is stored in a building that is on the property but not attached, the building has overhead doors to keep weather out.

Site Drainage Details: Storm water management has been addressed and there is a catch basin with drainage.

3.6.6 Snow Removal and Disposal

Currently, municipal staff removes and hauls snow to the sites listed in the table below when the accumulation of piled snow impedes traffic on the road and/or sight lines at intersections.

Name	Location	Surface Paved	Run Off Controlled	Drainage/Run Off	Surrounding Land Use
North Huron Westcast Community Complex Yard	99 Kerr Drive	N	Y	Melted snow is directed to the adjacent ditch, and the land lends to that by being sloped naturally to the ditch.	North: R South: C East: R West: C
Arena Diamond	377 Gypsy	N	N	The snow that is hauled to this site is dumped in rows and not piled up, natural melting due to weather and natural runoff occurs	North: vacant South: vacant East: vacant West: R

C = Commercial; R = Residential

3.6.7 Sand/Salt and Plow Routes

Appendix 2 contains image files of the sand/salt routes, anti-icing routes and plow routes.

3.6.8 Vulnerable Areas

Township of North Huron does not fall under a Source Water Protection Region.

3.6.9 Weather Monitoring

- (1) From October 1 to April 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once every shift or three times per calendar day, whichever is more frequent, at intervals determined by the municipality.
- (2) From May 1 to September 30, the minimum standard is to monitor the weather, both current and forecast to occur in the next 24 hours, once per calendar day.

In order to determine an effective winter event response and allocate the appropriate resources Township of North Huron supplements road patrol information with weather information from various sources which includes:

- Observations from municipal staff, communication with staff of adjacent municipalities and MTO contractors
- Monitoring websites www.theweathernetwork.com

3.6.10 Communications

All winter maintenance vehicles are equipped with two way communications (radios, cell phone, etc.). Municipal staff is responsible for reporting changing winter weather and/or road conditions as the changes are observed.

provides a call centre which serves as the main hub for in/outgoing calls from staff, emergency services and the general public.

The Call Center:

- Can be reached by calling 519-357-3550.
- Typical call timings (during winter season) are between 8:30a.m to 4:30p.m.

Municipality communicates important information to the public via:

- Media press releases
- Information posted on municipal website: www.northhuron.ca
- Other means of providing information on winter maintenance services and salt management practices: 24 hr. pager 519-530-9916 .

3.6.11 Call Out Procedures

Operational decisions will be made by **Scott Price (Patrol Supervisor)** or his/her designate with the aid of available forecasting, Level of Service policy, patrolling etc. However, it should be emphasized that decisions will be subjective and external input, whether in this plan or elsewhere, merely acts as an aid in determining if a call out of staff and equipment by the **Patrol Supervisor** to respond to a winter event is warranted. It is vital therefore that the **Patrol Supervisor** records the prevalent conditions and relevant information when he/she makes a decision.

The patrol person shall inform the **Patrol Supervisor** of changing of road and weather conditions observed in the field. When a winter event response is required the **Patrol Supervisor** will contact the call centre by radio. The call centre will contact staff as per the shift schedule and the direction given by the **Patrol Supervisor**. In the absence of the **Patrol Supervisor** the patrol person shall be his/her designate and initiate a call out in response to a winter event.

3.6.12 Road Closure Procedures

In the event a road must be closed due to a severe winter storm, **Ontario Provincial Police** will request signs be placed to close the road. Rb-92 Road Closed Signs on portable stands, TC-54 flexible drums and barricades will be available at the patrol yard. Upon receiving a request from **Ontario Provincial Police** to close a road to traffic, the **Patrol Supervisor** or his/her designate will organize manpower and equipment to place the signs and barricades. The **Patrol Supervisor** or his/her designate will contact the call centre and request that a media release (Appendix 4) be sent to the local news and radio stations advising of the road closure. Roads will be deemed to be closed once the signs and barricades are placed. When it is physically impossible to place signs and barricades to close a road, the **Patrol Supervisor** or his/her designate will advise **Ontario Provincial Police** and request **Ontario Provincial Police** permission to send the media release (Appendix 5).

3.7.0 Decommissioning Winter Operations

After the winter season (identified in 3.3.0) expires Township of North Huron

undertakes the following tasks to decommission winter operations.

3.7.1 Two Weeks After the Winter Season Ends

Two weeks after the winter season ends:

1. Cease regularly scheduled winter night patrols;
2. Continue monitoring weather forecasts. Assign night patrol shift if forecast indicates an overnight winter event is probable.
3. Decommission 50% % of the fleet

3.7.2 One Month After the Winter Season Ends

One month after the winter season ends cease all winter highway maintenance operations and decommission the remainder of the equipment providing weather forecasts warrant the decommissioning.

3.8.0 Training

Township of North Huron provides winter operations training for all staff involved in the delivery of winter services. It is compulsory for the municipal staff to attend the training sessions.

Staff, including contractor staff, will verify that the training was received by signing the "Record of Training" included in Appendix 6 or the night patroller "Record of Training" Appendix 7.

Current Winter Operations Trainings:

- Equipment Circle Check
- Record Keeping
- Health and Safety
- Yard and Equipment maintenance

Future Winter Operations Trainings:

- Equipment Calibration
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- Identification of vulnerable areas

3.9.0 Record Keeping

Full and accurate completion of the documents listed below, according to the applicable procedures, ensures that the municipality is protected from liability by providing solid documentation that procedures have been followed.

Staff is responsible for keeping the following records:

For Equipment Operators:

- Materials used (sand, salt, liquids)
- Route Plowed and strategy used (plow only, sand/salt only, anti-ice, combination plowing/sanding/salting)

For Patrollers:

- Winter Patrol Record
- Call Out Diary
- Weather and/or RWIS Information Received

For Operations Supervisors:

- Operations Diary
- Incident/Collision Reports
- Total materials used

The date will be recorded as Day/Month/Year. It will be written in a numerical format (27/09/12). The time shall be documented using the 24 hour clock format.

Always retain the original copy of documents regardless of their appearance. Writing must be legible for others to read and written in ink. Stains or dirt on the documents is not an issue. If a document requires correction then a line is to be placed through the incorrect information without making it illegible and continue writing on the original document. Initial corrections or change in the colour of ink in a case where you change writing pens.

Records will be completed daily and forwarded to the _____ weekly for retention.

4.0 Plan Improvements

The current winter maintenance policies, practices and procedures form the baseline or benchmark upon which improvements can be made to improve winter operations and/or the use and management of road salt.

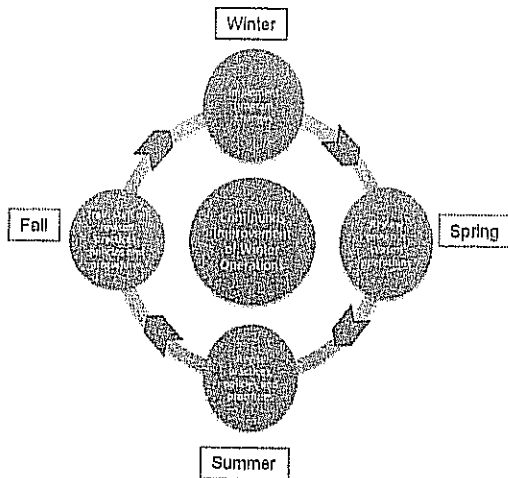
Over the next ten years Township of North Huron plans to undertake the improvements as listed in Table 1. This list will be reviewed and updated annually.

Table 1

Description	Implementation

5.0 Monitoring and Updating

The purpose of monitoring and updating is to provide a basis for continuous improvement of the winter operations plan and the winter maintenance policies, practices and procedures of the Township of North Huron.



At the end of the winter season, as identified in 3.3.0, a meeting to review winter operations will be held each year with all winter operations staff to itemize all issues that arose during the winter season and discuss how these issues may be resolved. Prior to the start of the next winter season and with sufficient lead time to implement any changes, the **Township of North Huron** shall train staff on the changes to equipment and/or winter maintenance policies, practices, and procedures.

The winter season of 2011/12 will be the benchmark year. Year over year achievement using the performance measures listed below will be measured against said benchmark year. Performance measures will be used to determine whether or not the objectives of the Winter Operations Plan and/or winter maintenance policies, practices, and procedures have been met.

Monitoring the severity of the winter season:

Monitoring the salt used:

Ensuring customer satisfaction

Appendix 1 - Route of Representative Roads

East Wawanosh



Blyth



Wingham

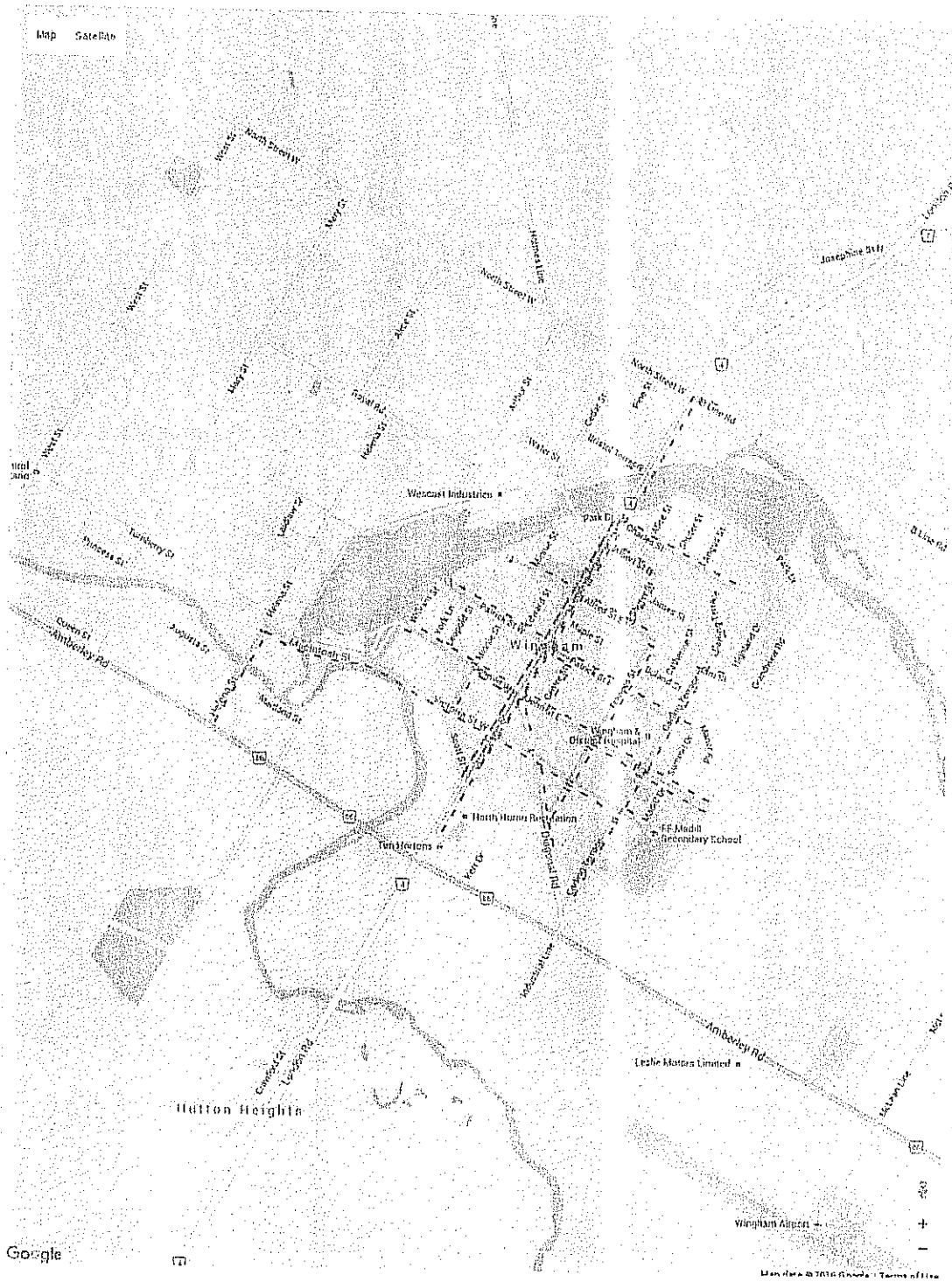


Appendix 2 - Plow Routes

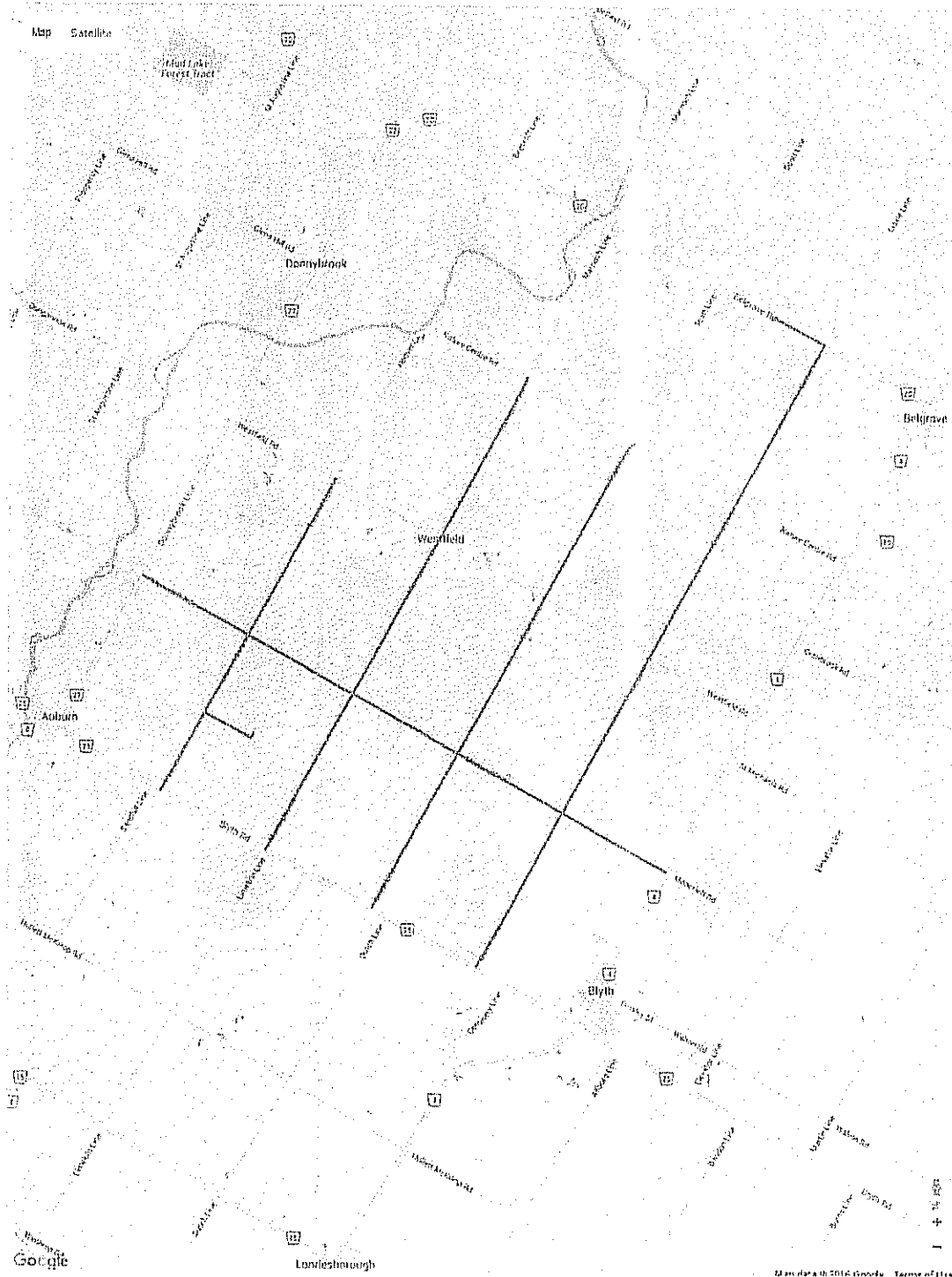
Wingham Route #1
sidewalks

0.0 Lane KM

14.78 Sidewalk
KM



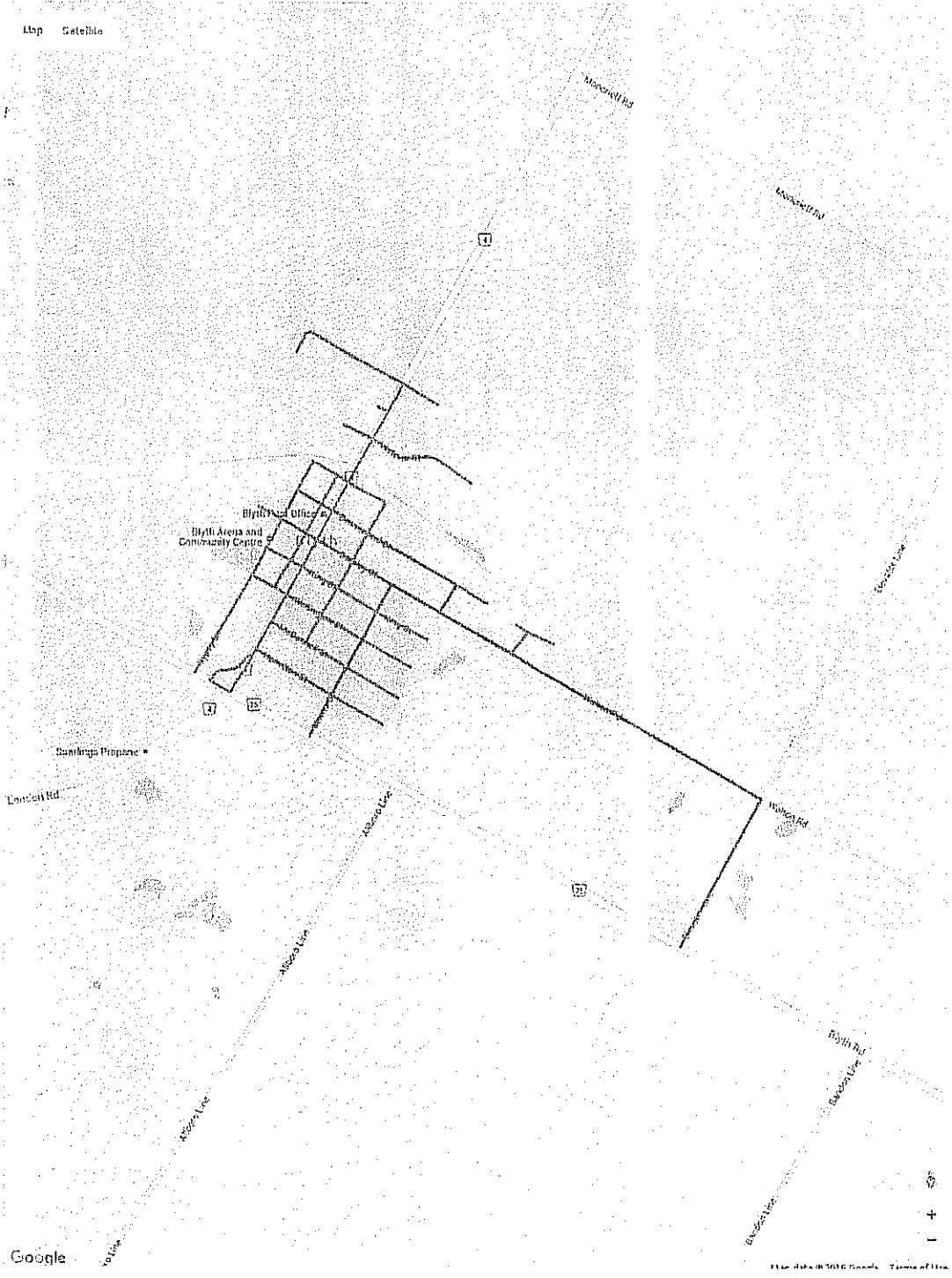
East Wawanosh Route 175.13 Lane KM 0.0 Sidewalk KM
#3



Blyth route #1

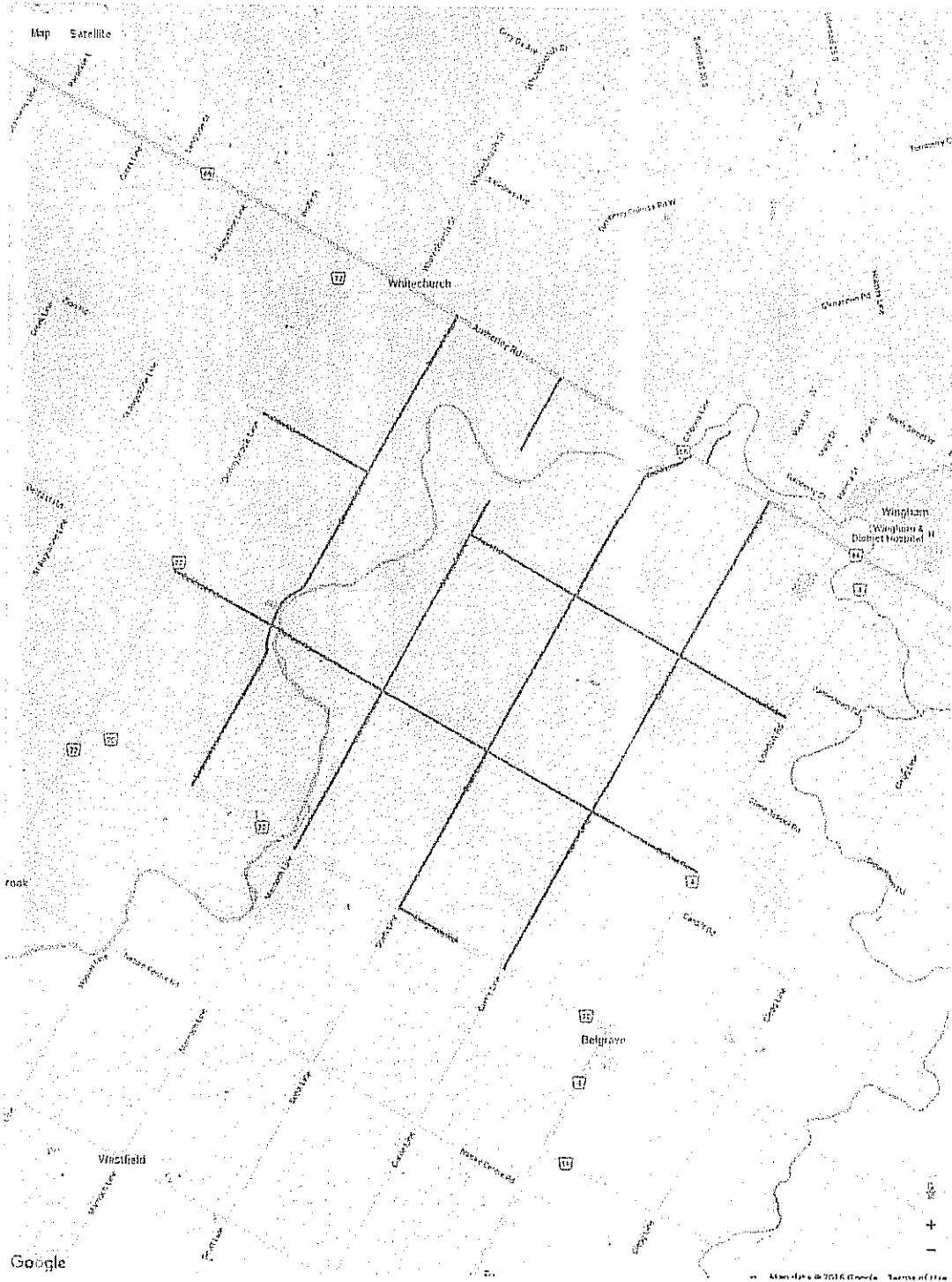
68.84 Lane KM

0.0 Sidewalk KM



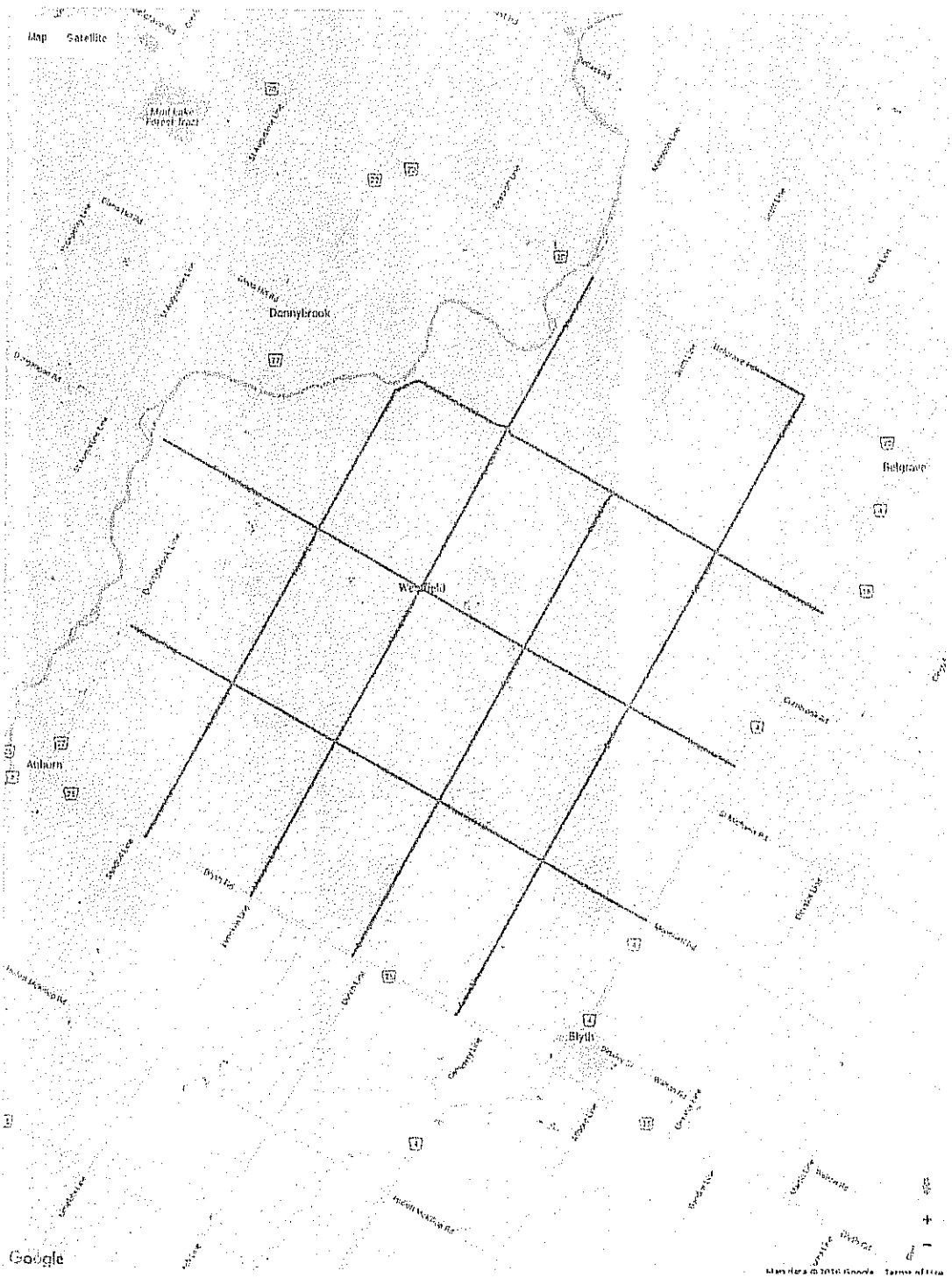
East Wawanosh
weekend plow #1

175.03 Lane KM 0.0 Sidewalk KM



East Wawanosh weekend plow #2

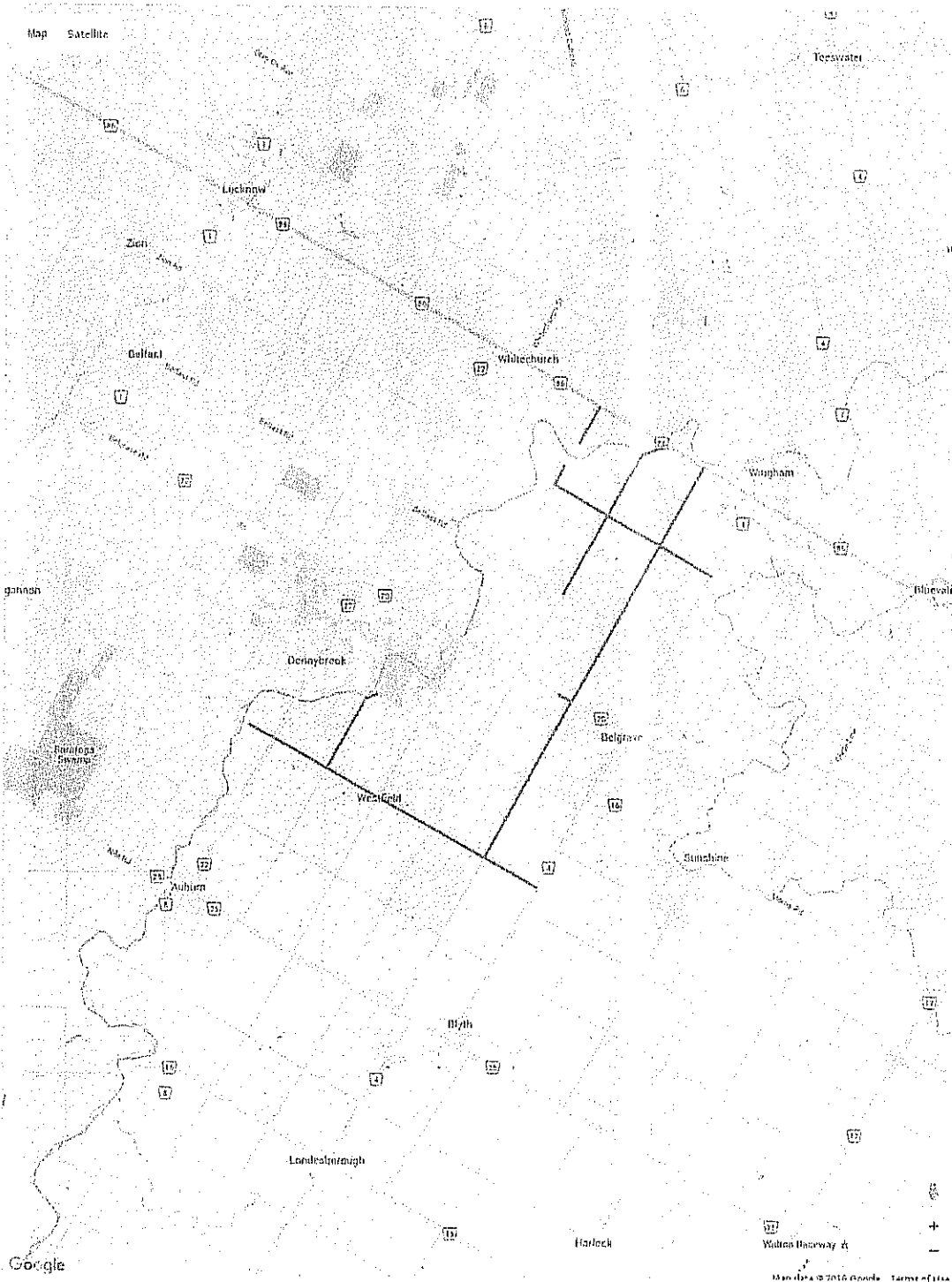
263.75 Lane KM 0.0 Sidewalk KM



Eastwananosh route 150.92 Lane KM 0.0 Sidewalk KM
#2



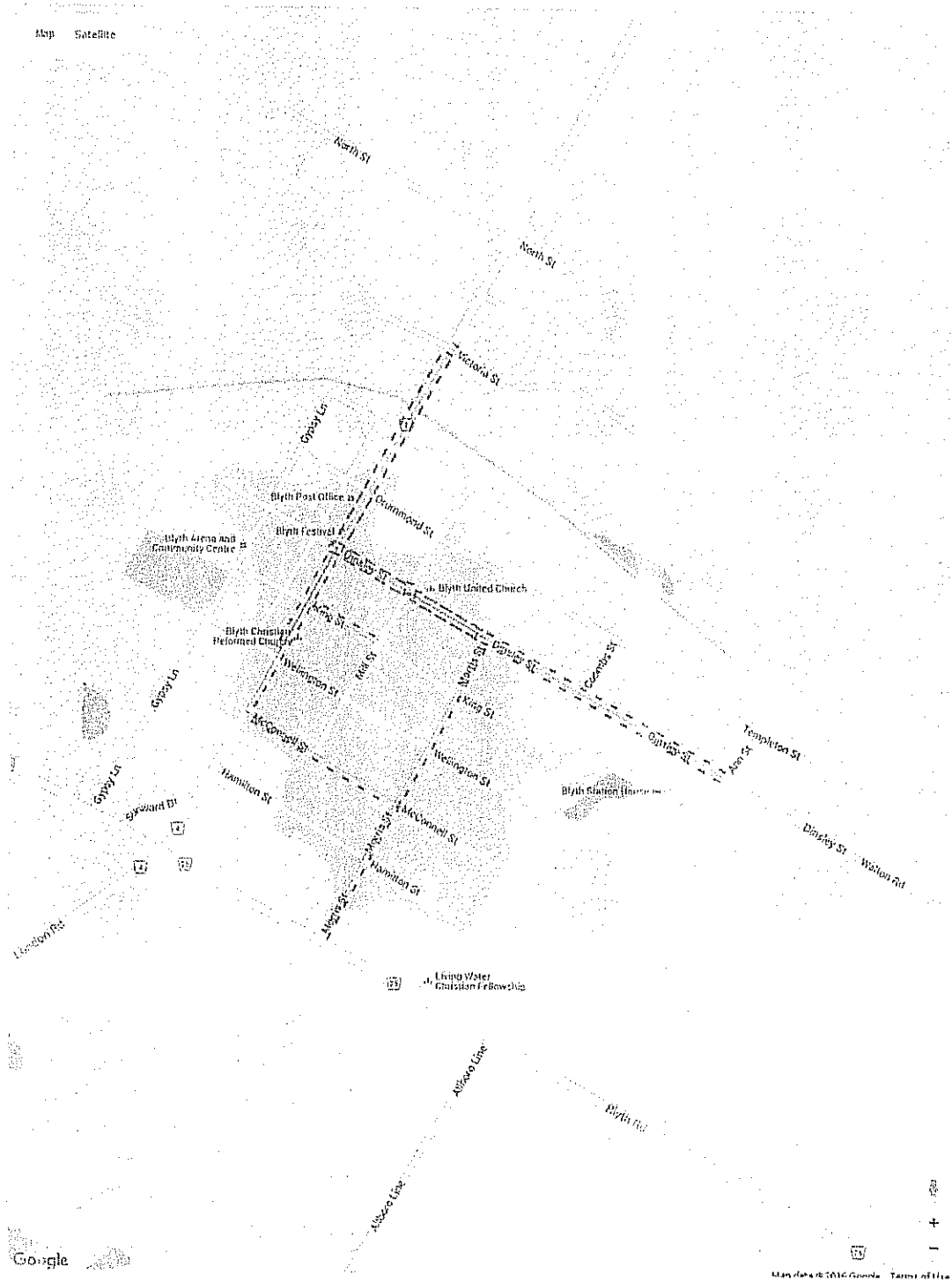
East Wawanosh Route 160.06 Lane KM 0.0 Sidewalk KM
#1



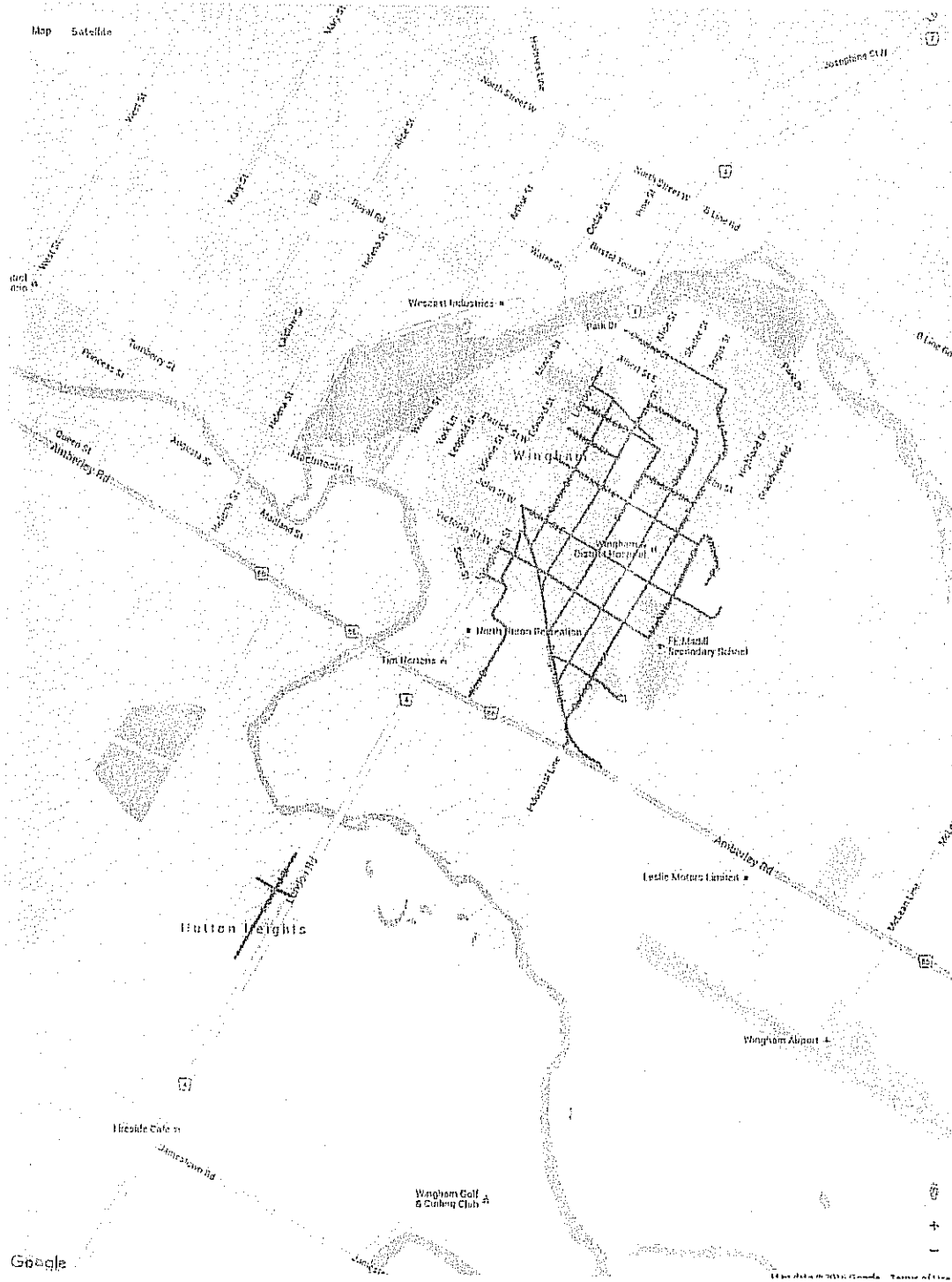
Blyth route #1
sidewalks

0.0 Lane KM

5.91 Sidewalk
KM



Wingham Route #2 38.13 Lane KM 0.0 Sidewalk KM



Wingham Route #1 52.0 Lane KM 0.0 Sidewalk KM



Appendix 3 - Vulnerable Areas

Appendix 3A - Equipment

Equipment	Equipment Type	Electronic Controller	Calibration Date	Pre-wet Capability	Anti-Icing capability	Liquid Capacity (L)	Infrared thermometers
VHT-01-95 single axle Red plow truck	Single Axle Combination Unit	--	--	--	--	--	--
VHT-05-04 Yellow single axle plow truck	Single Axle Combination Unit	--	--	--	--	--	--
VHT-07-08 single axle plow truck	Single Axle Combination Unit	--	--	--	--	--	--
John Deere 344 Loader	John Deere 344 front end loader	--	--	--	--	--	--
VHT-06-06 tandem red plow	Tandem Axle Combination Unit	--	--	--	--	--	--
John Deere Grader	Motor Grader	--	--	--	--	--	--
Volvo grader	Motor Grader	--	--	--	--	--	--
Trackless sidewalk plow/blower	sidewalk clearing machine, plow/blower	--	--	--	--	--	--
Kubota utilitytractor	Kubota utility tractor with a straight positional blade and a front mounted blower with quick attach. The sanding/salting unit is on the rear three point hitch.	--	--	--	--	--	--

Appendix 4 - Media Release Road Closed



Township of North Huron

Date _____

Time _____

Media Release

Due to a severe winter storm Ontario Provincial Police advise that the following roads in Township of North Huron are impassable due to drifting and blowing snow and have been closed to traffic.

Street Name	From	To

Ontario Provincial Police advise that these roads will remain closed until the storm subsides and driving conditions improve.

Appendix 5 - Media Release Severe Weather



Township of North Huron

Date _____
Time _____

Media Release

Due to a severe winter storm **Ontario Provincial Police** advise that many roads in Township of North Huron are impassable due to drifting and blowing snow. **Ontario Provincial Police** advise that you do not drive until the storm subsides and driving conditions improve.

Appendix 6 - Record of Training



Township of North Huron

This statement certifies that the below named individual has successfully completed the in-house Winter Operations Training program as required by Township of North Huron Winter Operations Plan.

The Winter Operations Training program is comprised of the following modules:

- Equipment Circle Check
- Equipment Calibration
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Yard and Equipment maintenance

Employee Name _____

Print Name

Employee Signature _____

Date _____

Trainer Signature _____

Supervisor Signature _____

Appendix 7 - Record of Training - Night Patroller



Township of North Huron

This certifies that _____ (employee name) has successfully completed the in-house Winter Operations - Night Patroller Training as required by Township of North Huron Winter Operations Plan.

The Winter Operations - Night Patroller Training workshop includes the following modules:

- Weather monitoring and forecasting results including: Road Weather Information System, Value Added Meteorological Service, eutectic temperature, pavement temperature, dew point
- Winter Schedules
- Record Keeping
- Health and Safety
- Level of Service - policies, practices and procedures
- Identification of Plow Routes - including variations for year to year and issues identified along the route
- De-icing chemicals - usage, application rates, storage and handling
- Identification of road salt vulnerable areas and the procedures to follow in those areas
- Call-out procedures
- Emergency contacts
- Yard and Equipment maintenance

Employee Name _____

Date of Training _____

Location of Training _____

Trainer Signature _____

Supervisor Signature _____

DISCLAIMER: The information contained within this document is not legal advice nor meant to take the place of legal advice. All OGRA members and others are encouraged to consult with independent legal counsel with respect to the information contained herein. Furthermore, the information and recommendations contained in this document are solely the opinion of OGRA, do not form legal "standards" and should not be viewed as such.