

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



**To be held**  
**Monday, November 16, 2015**  
**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, NOVEMBER 16, 2015 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 November 16, 2015 Council meeting; as printed.*
3. Declaration of Pecuniary Interests:
4. Approval of Previous Minutes:  
4.1 Minutes of the Regular Council Meeting held November 2<sup>nd</sup>, 2015.  
*THAT:*  
*The Council of the Township of North Huron hereby adopts the minutes of the Regular Council Meeting held November 2<sup>nd</sup>, 2015; as printed and circulated.*
5. Deputations/Petitions/Invited Guests:  
5.1 Julie Chester  
  
5.2 Phil Beard, Wingham Community Trail Committee
6. Reports:  
6.1 Reeve's Report:  
  
6.2 County Council Report:  
  
6.3 Clerks Department  
6.3.1 Payroll Software Update  
  
*THAT:*  
*The Council of the Township of North Huron authorize the purchase of Paymate Clarity software and associated implementation costs with funds from the WSIB reserve.*  
  
6.4 Finance Department  
  
6.4.1 Bills & Accounts

<b>Accounts Payable</b>	<b>November 12, 2015</b>
General Account	\$310,908.23
Water Account	27,156.33
Sewer Account	18,222.37
General Internet/Pre-authorized	12,666.55
Water Internet/Pre-authorized	3,128.76
<b>TOTAL</b>	<b>\$372,082.24</b>

*THAT:*

*The Council of the Township of North Huron approve the Bills and Accounts in the amount of \$372,082.24 as of November 12, 2015.*

6.4.2 Department Update

*THAT:*

*The Council of the Township of North Huron receive the November 16<sup>th</sup>, 2015 Report of the Director of Finance for information purposes.*

6.5 Recreation and Facilities Department

6.5.1 Hosting Regional Sears Drama Festival at Blyth Memorial Community Hall

*THAT:*

*The Council of the Township of North Huron rent Blyth Memorial Hall for the purposes of the Regional Sears Drama Festival for a blanket rate of \$1,000.00 plus HST for the dates of February 28-March 6, 2016.*

6.5.2 Knights of Columbus Trillium Grant Application Support

*THAT:*

*The Council of the Township of North Huron supports the Wingham Columbus Centre application to the Ontario Trillium Foundation for a renovation project for the North Huron Westcast Community Complex Hall, Kitchen and Meeting Room at the Wingham Columbus Centre.*

*AND FURTHER THAT all building renovations must have final approval by the Township of North Huron and comply with the Ontario Building Code, Electrical Code, Fire Code, and Health Code, and installers will be certified professionals in their respective fields with appropriate levels of liability insurance. The Knights of Columbus Centre is an assembly occupancy building and some components of this renovation will require engineered stamped drawings and commitment to review. During construction all Ministry of Labour Health and Safety practices are followed.*

6.6 Public Works Department

6.6.1 Drainage Superintendent Activity Report

*THAT:*

*The Council of the Township of North Huron receive the November 16<sup>th</sup>, 2015 Activity Report of the Drainage Superintendent for information purposes.*

6.6.2 Fleet Proposal

*THAT:*

*The Council of the Township of North Huron receives the November 16<sup>th</sup>, 2016 Report of the Director of Public Works for information purposes.*

*AND FURTHER THAT:*

*The Council of the Municipality of North Huron approve the single sourcing of GPS tracking system for municipal vehicles to Fleet Complete-Fleet Tracker GPS Solution;*

*AND FURTHER THAT:*

*The Council of the Municipality of North Huron authorize the Director of Public Works to sign the Fleet Complete-Fleet Tracker GPS Solution contract in the amount of \$40.00 per month per vehicle for a three year contract term.*

6.7 Utility Department  
No report

6.8 Fire Department of North Huron  
6.8.1 Department Update

*THAT:*

*The Council of the Township of North Huron receive the November 15<sup>th</sup>, 2015 Department Activity Report of the Director of Fire and Emergency Services for information purposes.*

6.8.2 Tanker Four Replacement

*THAT the Township of North Huron replace Tanker Four 14 months ahead of schedule using 2015/16 and some of the 2017 capital reserves already allocated for its replacement and further that Council provide pre-budget approval for this capital purchase with the costs to be included in the 2016 budget.*

6.8.3 Proposed Anti-Fortification – Draft By-law

*THAT:*

*The Council of the Township of North Huron adopt an anti-fortification by-law.*

6.8.4 Installation of 911 Signs On Vacant Farm Driveways

*THAT:*

*The Council of the Township of North Huron authorize the installation of 911 signs on laneways for vacant farm properties.*

6.8.5 Identification of Truss and Lightweight Construction – Draft By-law

*THAT:*

*The Council of the Township of North Huron implement a by-law requiring identification of truss and lightweight construction in commercial and industrial buildings and residential occupancies with three or more dwelling units.*

6.9 CAO  
6.9.1 Administration Activities Update

*THAT:*

*The Council of the Township of North Huron receive the November 16<sup>th</sup>, 2015 Report of the CAO activities for information purposes.*

**7. Unfinished Business:**

7.1 14/19 Inc. Update

7.2 Laura Young, Planner, Huron County Planning & Development, Proceeding with the 2015 North Huron Zoning By-law Update.

**8. New Business:**

8.1 Wingham Lions Club, Santa Claus Parade

*THAT:*

*The Council of the Township of North Huron approve the request from the Wingham Lions Club to close Josephine Street from Scott Street to Park Drive, Wingham; on Saturday November 28<sup>th</sup>, 2015 from 10:30 a.m. until noon; for the Wingham Lions Santa Claus Parade;*

*AND FURTHER THAT:*

*The Wingham Lions Club provide the Township of North Huron with proof of liability insurance;*

*AND FURTHER THAT:*

*The appropriate Emergency Services; be advised of these closures.*

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

9.1 Letter of Appreciation – Huron Detachment OPP.

9.2 The Salvation Army Wingham - Christmas Kettle Campaign.

9.3 Ministry of Agriculture, Food and Rural Affairs – Second Intake of the Ontario Community Infrastructure Fund (OCIF) Application.

9.4 Canadian Centre for Rural Creativity, Rural+Creativity Conference (R2R).

9.5 Nominations Open for ROI's Youth Engagement Showcase.

*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 Watchfile, November 5, 2015

10.1.2 AMO Watchfile, November 12, 2015

10.2 Small Business Roundtable Discussion.

*THAT:*

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

**11. Committee Reports:**

11.1 Blyth BIA Board

11.1.2 Minutes November 4, 2015 Meeting.

11.1.3 Next Meeting December 2, 2015, Blyth Memorial Community Hall.

**12. By-laws:**

12.1 By-law No. 81-2015; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420.

*THAT:*

*By-law No. 81-2015; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420; be introduced, read a first and second time.*

*THAT:*

*By-law No. 81-2015; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420; 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 at \_\_\_\_\_ p.m. to an in Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Personnel);*

*THAT:*

*The Council of the Township of North Huron agree to proceed to the Regular Council meeting at \_\_\_\_\_ p.m.;*

*AND FURTHER THAT:*

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

**16. Confirmatory By-law:**

*THAT:*

*By-law No. 82-2015; 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. 82-2015; 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:**

Monday, December 7, 2015 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 at .....p.m.*

MINUTES  
OF THE TOWNSHIP OF NORTH HURON REGULAR COUNCIL MEETING  
HELD IN THE TOWNSHIP COUNCIL CHAMBERS  
MONDAY, NOVEMBER 2<sup>nd</sup>, 2015 at 7:00 p.m.

---

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

MEMBERS ABSENT: Councillor Trevor Seip.

STAFF PRESENT: Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services/Clerk  
Kelly Church, Director of Public Works  
Donna White, Director of Finance  
Pat Newson, Director of Recreation & Facilities  
Richard Al, Manager of Employee & Business Services  
Connie Goodall, Economic Development Officer  
Laura Young, Huron County Planner

OTHERS PRESENT: Pauline Kerr, Advance Times  
Denny Scott, Citizen  
Tracy Birtch, Janice Dunbar, Alyson Nyiri, Bill McGrath,  
George Oriold, Carol Oriold, Jack Hotchkiss

1. CALL TO ORDER:

Reeve Vincent called the meeting to order at 7:00 p.m.

2. ACCEPT OR AMEND AGENDA:

M596/15: MOVED BY: B.VODDEN SECONDED BY: J.CAMPBELL  
THAT:

*The Council of the Township of North Huron accept the Agenda for the  
November 2<sup>nd</sup>, 2015 Council Meeting; as printed and circulated*

**CARRIED**

3. DECLARATION OF PECUNIARY INTERESTS:

None Declared.

4. APPROVAL OF PREVIOUS MINUTES:

4.1 Minutes of the Planning Advisory Committee Meeting held October 19<sup>th</sup>,  
2015.

**M597/15:** MOVED BY: J.CAMPBELL SECONDED BY: Y.RITSEMA-TEENINGA  
*THAT:*

*The Council of the Township of North Huron hereby adopts the minutes of the Planning Advisory Committee Meeting held October 19<sup>th</sup>, 2015; as printed and circulated.*

**CARRIED**

- 4.2 Minutes of the Regular Council Meeting held October 19<sup>th</sup>, 2015.

**M598/15:** MOVED BY: R.HALLAHAN SECONDED BY: B.VODDEN  
*THAT:*

*The Council of the Township of North Huron hereby adopts the minutes of the Regular Council Meeting held October 19<sup>th</sup>, 2015; as printed and circulated.*

**CARRIED**

- 4.3 Minutes of the Joint Council Meeting held October 21<sup>st</sup>, 2015.

**M599/15:** MOVED BY: J.CAMPBELL SECONDED BY: Y.RITSEMA-TEENINGA  
*THAT:*

*The Council of the Township of North Huron hereby adopts the minutes of the Joint Council Meeting held October 21<sup>st</sup>, 2015; as printed and circulated.*

**CARRIED**

- 4.4 Minutes of the Special Council Meeting held October 26<sup>th</sup>, 2016.

**M600/15:** MOVED BY: R.HALLAHAN SECONDED BY: B.VODDEN  
*THAT:*

*The Council of the Township of North Huron hereby adopts the minutes of the Special Council Meeting held October 26<sup>th</sup>, 2015; as printed and circulated.*

**CARRIED**

**5. DEPUTATIONS/PETITIONS/INVITED GUESTS:**

- 5.1 United Way Perth-Huron Social Research & Planning Council

Tracy Birtch, and Janice Dunbar, presented details on the Living Wage which in Huron-Perth has been calculated as \$16.47 per hour.

The Living Wage is calculated based on a family of four, using a formula to determine the number of families living in Huron and Perth Counties who are considered to be living in poverty.

Average monthly costs for a family of four were detailed and it was explained that 52% of households in Huron County make less than \$60,000 per year. This equates to 14,000 people living in poverty – one third of which are children.

United Way is advocating to raise awareness of these facts.

Ms. Britch and Ms. Dunbar were thanked and departed.

5.2 Wingham Knights of Columbus

Bill McGrath addressed Council with a request to support a Trillium Foundation Grant application for updates to the Knights of Columbus Hall in Wingham.

An updated sound system at a cost of approximately \$12,000 to \$15,000 was one item identified. Other areas needing improvement included the kitchen and main hall. Mr. McGrath also proposed updates to the meeting room which included the installation of hardwood flooring.

Mr. McGrath estimated the dollar figure to accomplish these updates at approximately \$240,000 to \$250,000.

Mr. McGrath was thanked and departed.

**M601/15: MOVED BY: R.HALLAHAN SECONDED BY: J.CAMPBELL**

**THAT:**

*The Council of the Township of North Huron hereby directs the Director of Recreation and Facilities to prepare a report regarding the Wingham Knights of Columbus Hall Trillium Grant Application and associated improvements.*

**CARRIED**

5.3 Alice Munro Labour Market Partnership – Alyson Nyiri

Alyson Nyiri presented the details of five reports from the Alice Munro Labour Market Partnership which resulted in 46 recommendations. The top 12 recommendations were highlighted in detail.

Ms. Nyiri was thanked and departed.

**6. REPORTS:**

6.1 Reeve's Report

- Nothing to report.

6.2 County Council Report

- Nothing to report.

## 6.3 Clerks Department

## 6.3.1 Department Update

**M602/15:** MOVED BY: J.CAMPBELL    SECONDED BY: R.HALLAHAN  
**THAT:**

*The Council of the Township of North Huron receive the November 2<sup>nd</sup>, 2015 Report 6.3.1 of the Clerk's Department for information purposes.*

**CARRIED**

## 6.4 Finance Department

## 6.4.1 Bills &amp; Accounts

<b>Accounts Payable</b>	<b>October 29, 2015</b>
General Account	\$204,285.61
Water Account	29,966.84
Sewer Account	18,627.95
General Internet/Pre-authorized	27,164.85
Water Internet/Pre-authorized	1,278.39
<b>TOTAL</b>	<b>\$281,323.64</b>

**M603/15:** MOVED BY: B.KNOTT    SECONDED BY: Y.RITSEMA-TEENINGA  
**THAT:**

*The Council of the Township of North Huron approve the Bills and Accounts in the amount of \$281,323.64 as of October 29<sup>th</sup>, 2015.*

**CARRIED**

## 6.4.2 Terms of Reference – OMPF Impact Study

**M604/15:** MOVED BY: B.VODDEN    SECONDED BY: Y.RITSEMA-TEENINGA  
**THAT:**

*The Council of the Township of North Huron adopt the Terms of Reference for an OMPF Study to be completed prior to ROMA/OGRA Conference (Feb 2016) and agree to participate in the study process with the County of Huron and the Huron Lower Tiers to evaluate the impacts of the provincial uploading and downloading in relation to the OMPF funding.*

**CARRIED**

## 6.5 Recreation and Facilities Department

## 6.5.1 Department Update

**M605/15:** MOVED BY: J.CAMPBELL    SECONDED BY: Y.RITSEMA-TEENINGA  
**THAT:**

*The Council of the Township of North Huron receive the November 2<sup>nd</sup>, 2015 Report of the Director of Recreation and Facilities for information purposes.*

**CARRIED**

6.5.2 North Huron Children's Centre Flooring Replacement

**M606/15:** MOVED BY: B.KNOTT      SECONDED BY: Y.RITSEMA-TEENINGA  
*THAT:*

*The Council of the Township of North Huron adjust the North Huron Children's Centre budget for the flooring replacement project to include additional floor replacement and painting work, and increase the value of the project from \$11,500 to \$20,803.30 to include the additional funds of \$9,303.30 contributed by Huron County toward this project.*

**CARRIED**

6.6 Public Works Department

6.6.1 Department Update

**M607/15:** MOVED BY: J.CAMPBELL      SECONDED BY: B.VODDEN  
*THAT:*

*The Council of the Township of North Huron receive the November 2<sup>nd</sup>, 2015 Report of the Director of Public Works for information purposes.*

**CARRIED**

6.6.2 Blyth Union Cemetery Landscaping Project

**M608/15:** MOVED BY: R.HALLAHAN      SECONDED BY: J.CAMPBELL  
*THAT:*

*The Council of the Township of North Huron accept the quote from Solid Ground Landscaping for \$12,995.00 (Taxes included) for landscaping at the Blyth Union Cemetery.*

**CARRIED**

6.7 Utility Department

No Report.

6.8 Fire Department of North Huron (FDNH)

No Report.

6.9 CAO

6.9.1 Administration Activities Update

**M609/15:** MOVED BY: B.KNOTT      SECONDED BY: B.VODDEN  
*THAT:*

*The Council of the Township of North Huron receive the November 2<sup>nd</sup>, 2015 Report of the CAO activities for information purposes.*

**CARRIED**

6.9.2 Wingham BIA – Revised Slate of Officers

**M610/15:** MOVED BY: R.HALLAHAN SECONDED BY: J.CAMPBELL

*THAT:*

*The Council of the Township of North Huron approve the appointment of Lisa Hearnden to the position of interim Chair of the Wingham Business Improvement Area (WBIA). Lisa Hearnden will carry out the duties of the WBIA Chair until the WBIA Annual General Meeting in February 2016.*

**CARRIED**

6.9.3 Wingham BIA Community Cash Program

**M611/15:** MOVED BY: B.KNOTT SECONDED BY: R.HALLAHAN

*THAT:*

*The Council of the Township of North Huron approves the implementation of the community Cash Program by the Wingham Business Improvement Area.*

**CARRIED**

**7. UNFINISHED BUSINESS:**

None for consideration.

**8. NEW BUSINESS:**

**8.1** Laura Young, Planner, Huron County Planning & Development, Proceeding with the 2015 North Huron Zoning By-law Update.

**M612/15:** MOVED BY: Y.RITSEMA-TEENINGA SECONDED BY: B.KNOTT

*THAT:*

*The Council of the Township of North Huron direct planning staff to advertise for a simultaneous Zoning By-law Update and Official Plan Amendment Public Meeting on December 21<sup>st</sup>, 2015, as per Section 34 of the Planning Act.*

**CARRIED**

**M613/15:** MOVED BY: B.KNOTT SECONDED BY: R.HALLAHAN

*THAT:*

*The Council of the Township of North Huron receive the Report of the Huron County Planner dated October 27, 2015 for information purposes, to keep informed about the process of the 2015 North Huron Zoning By-law Update.*

**CARRIED**

**8.2** Consent Application Report – File #B63/2015, Owner: 1598761 Ontario Inc.; Agent: John Schenk, 011-14 North Street and 663 Josephine Street, Wingham Ward, Township of North Huron.

**M614/15:** MOVED BY: B.KNOTT      SECONDED BY: R.HALLAHAN

**THAT:**

*The Council of the Township of North Huron agree to support the Consent Application File #B63/2015, Owner: 1598761 Ontario Inc.; Agent: John Schenk, 011-14 North Street and 663 Josephine Street, Wingham Ward, Township of North Huron with the following conditions:*

***Expiry Period***

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

***Municipal Requirements***

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

***Survey/ Reference Plan***

*Provide to the satisfaction of the County and Township:*

- a) *A survey showing the lot lines of the severed parcel and the location of any buildings thereon; and*
- b) *A reference plan based on the approved survey.*

*Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning shall be obtained before the deed is stamped.*

***Zoning***

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

*The severed land be rezoned to the appropriate zone (e.g., C3-Special Zone), to the satisfaction of the Township.*

***Other***

*A fence or vegetative buffer be constructed to the satisfaction of the Township.*

**CARRIED**

8.3 The Royal Canadian Legion Br. 180 Wingham Remembrance Day Service.

**M615/15:** MOVED BY: J.CAMPBELL      SECONDED BY: R.HALLAHAN

**THAT:**

*The Council of the Township of North Huron approve the request from the Royal Canadian Legion Branch 180, Wingham Ontario to close Veterans Road, John Street from Centre Street to Josephine Street, Wingham; for the*

*Remembrance Day Service on Wednesday, November 11<sup>th</sup>, 2015 from 9:00 a.m. until 12 noon;*

*AND FURTHER THAT:*

*Three barricades will be placed at the Cenotaph and one at the corner of Centre Street and John Street, Wingham;*

*AND FURTHER THAT:*

*The appropriate Emergency Services be advised of these closures.*

**CARRIED**

8.4 Building Bridges to Our Future

**M616/15:** MOVED BY: B.KNOTT      SECONDED BY: Y.RITSEMA-TEENINGA  
*THAT:*

*The Council of the Township of North Huron approve the request from the Building Bridges to Our Future to operate a road toll along Josephine Street on Saturday, November 28, 2015, located at Tim Hortons and Ideal Supply; and further that the County of Huron and Emergency Services be notified.*

**CARRIED**

8.5 Wingham & Area Health Professionals Recruitment

**M617/15:** MOVED BY: B.KNOTT      SECONDED BY: J.CAMPBELL  
*THAT:*

*That the Council of the Township of North Huron hereby authorize a donation towards the Wingham & Area Health Professionals Recruitment Committee appreciation baskets for Doctor Appreciation Week, November 23<sup>rd</sup>-27<sup>th</sup>, 2015, with the donation items as determined by Staff within the framework of the Donation Policy.*

**CARRIED**

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

9.1 Avon Maitland District School Board, French Immersion Interest Survey

9.2 United Way Perth-Huron Social Research & Planning Council Community Trends Event.

9.3 Certificate of Appreciation – Huron County-Wide Economic Development Strategic Planning Project.

**M618/15:** MOVED BY: B.VODDEN      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 Watchfile, October 22, 2015
- AMO Watchfile, October 29, 2015
- Ontario's Response to the Report of the Expert Advisory Panel on Homelessness

10.2 Great Lakes Protection Act

10.3 Green Energy Act

10.4 David C. Onley Award for Leadership in Accessibility

10.5 Randy Pettapiece, MPP Perth-Wellington re Resolution for Fairness in Provincial Infrastructure Funds

10.6 Municipality of Morris-Turnberry Notice of the passing of a Zoning By-law Amendment

**M619/15:** MOVED BY: B.VODDEN      SECONDED BY: Y.RITSEMA-TEENINGA  
*THAT:*

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

**CARRIED**

**11. COMMITTEE REPORTS:**

11.1 Huron County Accessibility Advisory Committee Working Group

11.1.1 Minutes September 11, 2015 Meeting

11.2 North Huron Police Services Board

11.2.1 Minutes September 16, 2015 Meeting.

11.3 East Wawanosh 150<sup>th</sup> Anniversary Committee

11.3.1 Minutes September 15, 2015 Meeting.

11.3.2 Next Meeting November 25, 2015 7:00 p.m. Belgrave Community Centre.

11.4 Wingham BIA Executive

11.4.1 Minutes October 28, 2015 Meeting

11.4.2 Next Meeting November 26, 2015 7:00 p.m. North Huron Museum

**12. BY-LAWS:**

- 12.1 By-law No. 79-2015; Being a by-law to authorize an Agreement Regarding Services by Veolia Water Canada, Inc. for the Township of North Huron.

**M620/15:** MOVED BY: J.CAMPBELL SECONDED BY: B.VODDEN

*THAT:*

*By-law No. 79-2015; being a by-law to authorize an Agreement Regarding Services by Veolia Water Canada, Inc. for the Township of North Huron; be introduced, read a first and second time.*

**CARRIED**

**M621/15:** MOVED BY: Y.RITSEMA-TEENINGA SECONDED BY: B.KNOTT

*THAT:*

*By-law No. 79-2015; being a by-law to authorize an Agreement Regarding Services by Veolia Water Canada, Inc. for 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**

**13. COUNCIL REPORTS & INQUIRIES:**

None for consideration.

**14. PUBLIC GALLERY QUESTIONS:**

- 14.1 A question was asked by the public gallery regarding wording in CAO Report 6.9.1. It was determined that a correction was required – the November 9<sup>th</sup> Core Meeting consists of the Municipality of Morris-Turnberry, the Township of North Huron, and Howick Township.

**15. IN CAMERA SESSION:**

**M622/15:** MOVED BY: R.HALLAHAN SECONDED BY: B.VODDEN

*THAT:*

*The Council of the Township of North Huron do hereby proceed at 8:30 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).*

**CARRIED**

**M623/15:** MOVED BY: R.HALLAHAN SECONDED BY: B.VODDEN

*THAT:*

*The Council of the Township of North Huron agree to proceed to the Regular Council meeting at 8:58 p.m.;*

*AND FURTHER THAT:*

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

**CARRIED**

**16. CONFIRMATORY BY-LAW:**

**M624/15:** MOVED BY: B.VODDEN      SECONDED BY: B.KNOTT

*THAT:*

*By-law No. 80-2015; 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.*

**CARRIED**

**M625/15:** MOVED BY: Y-RITSEMA-TEENINGA      SECONDED BY: R.HALLAHAN

*THAT:*

*By-law No. 80-2015; 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.*

**CARRIED**

**17. NEXT MEETING:**

Monday, November 16<sup>th</sup>, 2015 Regular Council Meeting at 7:00 p.m. North Huron Council Chambers.

**18. ADJOURNMENT:**

**M626/15:** MOVED BY: B.KNOTT      SECONDED BY: Y.RITSEMA-TEENINGA

*THAT:*

*There being no further business before the Council of the Township of North Huron, the meeting be hereby adjourned at 8:59 p.m.*

**CARRIED**

CORPORATE SEAL

---

Neil Vincent, Reeve

---

Kathy Adams, Director of Corporate Services/Clerk

Agenda  
5.2  
Nov. 14/2015

# Wingham Community Trail Committee Report

**TO:** Reeve Vincent and Council, Township of North Huron  
**FROM:** Wingham Community Trail Committee  
**DATE:** November 11, 2015  
**SUBJECT:** Maintenance/Improvements to the Wingham Community Trail in 2015 and Proposed Activities for 2016.

## PURPOSE:

To provide council with an overview of our activities in 2015  
To outline the maintenance/improvements that need to be undertaken in 2016

## BACKGROUND:

On December 15, 2014 the Trail Committee made a presentation to council. At that meeting council requested the Trail Committee to provide an update on our activities in 2015.

This report outlines the work that the Trail committee has been involved with over the past year along with the investment of time and funding that we have contributed to the trail.

## WINGHAM COMMUNITY TRAIL COMMITTEE MEMBERS:

The Wingham Trail Committee is comprised of the following people:

Terry Deyell  
Sharon Weber  
Inge Wraith  
Char Breitmaier  
Murray Ritsema  
Mike Smolenaars  
Phil Beard  
Norm Anger: Plaque installer

## 2015 Accomplishments:

The Trail Committee worked with the Works and Recreation Department staff to accomplish the following:

- a) **Stone dust:** was placed along the entire trail (approx. 5 kms). thanks to Murray Risema and staff at North Huron. North Huron provided the funding for the stone dust. Murray contributed his time to operate the machine that he built to lay the stone dust. Terry helped with the raking.
- b) **Erosion control strips:** Boards were dug into the trail in sloped areas at four different places along the trail to prevent the stone dust from being eroded away. The trail committee paid for the boards and installed them.
- c) **Cedar Hedge:** A cedar hedge was planted along the trail near the Municipal Works Bldg; thanks to staff at North Huron who planted the trees and Wingham Storage who paid for them.

- d) **Wildflowers:** 200 wildflowers were planted along the trail extension that goes to the Maitland River Elementary School. The Trail committee paid for the wildflowers and students from F.E.Madill Secondary School planted them. Trail committee members have been maintaining this area over the summer to ensure that the burdocks don't grow back.
- e) **Tales Along the Trail booklet:** The Trail Committee updated the booklet on the Wingham Trail and paid to have it reprinted. It is available through the trail committee for a \$5 donation.
- f) **Entrance Garden:** The entrance garden was weeded and mulched by the trail committee.
- g) **Himalayan Balsalm:** Himalayan Balsalm is an invasive plant that is growing along sections of the trail. One of our members, Sharon Weber worked over the summer to prevent this plant from growing along the cedar rail fence section of the trail.
- h) **Plaques:** The Trail committee looked after taking orders for plaques on the walking bridge in memory of loved ones or to recognize different events or milestones. In 2015 we received orders for 12 plaques. All of these plaques were placed on the bridge by Norm Anger.

The Trail Committee invested approx. \$1,000 in the trail and many hours of volunteer time over the past year to help maintain and improve the community trail. The Trail committee does this because we think that the Community Trail and the park are important to the wellbeing of our community. There are few communities that have as extensive a trail and park system as Wingham has. It is something that we should take pride in and maintain.

#### **2016 Improvements/Maintenance Work:**

The Trail Committee has identified the following work that they would like to assist with in 2016:

- a) Improve the Entrance Gardens through planting more shrubs and mulching with wood chips
- b) Remove shrubs from the Butterfly garden and plant elsewhere in the park
- c) Remove weeds from around the shrubs at the boat launch area
- d) Determine what can be done to stop the erosion around the embankment of the walking bridge on the Westcast side.
- e) Plant more wildflowers along the trail near the storm water pond.
- f) Remove Manitoba maples growing under walking bridge & near former bath house area & in shrub islands beside the trail near the Lions picnic shelter.
- g) Host a "Tales Along the Trail" walk in the spring of 2016
- h) Remove the Himalayan Balsalm around the cedar rail fence area and the picnic bandshell area
- i) Repair/replace rails along the cedar rail fence/plant more wild roses/trumpet flower
- j) Replace the shingles on the roof of the trail kiosk with sheet metal.

#### **SUMMARY:**

We appreciate all of the work that the Works and Recreation Department Staff put into the trail and park in 2015 and we look forward to working with them again in 2016.

We are planning to meet with the Recreation Department to review the improvements/maintenance work that is required on the trail/bridge and park in 2016. We will try and find a way to help with those items that the municipality does not have the resources/time to undertake in 2016.



Terry and Mike installing the erosion control strips



Murray applying the stone dust to the trail with the staff from the Works Dept.



REPORT TO: Reeve Vincent and Council  
 PREPARED BY: Kathy Adams, Clerk  
 DATE: November 16, 2015  
 SUBJECT: Payroll Software Update  
 ATTACHMENTS: None

**RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby authorize the purchase of Paymate Clarity Software and associated implementation costs with funds from the WSIB reserve.

**EXECUTIVE SUMMARY**

Administration Staff have been investigating upgrades to the municipal payroll software to assist with distribution of wages amongst department cost centres and to assist with yearend reporting.

**DISCUSSION**

The Township currently uses Paymate Acclaim as their payroll software. Upgrading to the Clarity version of Paymate would provide job costing and automatic cost allocations. This would allow for the distribution of wages of employee hours amongst different departments and cost centres within that department. This would significantly reduce staff time processing manual journal entries.

Clarity software also offers human resources and time and attendance modules which can be utilized in the future.

All payroll data can be converted to the newer software version and the transition would be seamless as the operating system is basically the same as we are currently using.

**FINANCIAL IMPACT**

Software upgrade	\$4,500.00
Acclaim Discount	<u>- 395.00</u>
	\$4,105.00

Professional fees of \$150.00 per hour at an estimate of 6 to 10 hours for conversion of data and training.

Annual maintenance of this software version will increase to \$945.00 per year from \$295.00 for our current system.

As this was not included in the 2015 budget, funds can be allocated towards this purchase from a WSIB reserve that was setup when the Township was self-insuring their WSIB under Schedule 2 and has been utilized for other non-budgeted administration costs.

**FUTURE CONSIDERATIONS**

To ensure implementation of the Clarity software and data conversion prior to the 2016 payroll year, a decision on its implementation will have to be made as soon as possible.


**RELATIONSHIP TO STRATEGIC PLAN**

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

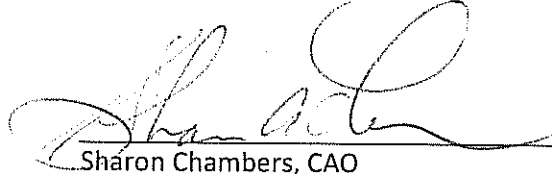
**REVIEWED BY (INITIAL)**

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

Fire Chief  Police Chief  Other



Kathy Adams, Clerk



Sharon Chambers, CAO

Accounts Payable

6.4.1  
Nov. 14/2015

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 041553		Date 04/11/2015	Amount 48,759.17		
000057	BELGRAVE COMMUNITY CENTRE BD	Nov 2/2015	04/11/2015	2015 ANNUAL DONATION	37,677.54
000057	BELGRAVE COMMUNITY CENTRE BD	11/2/2015	04/11/2015	2015 CAPITAL UPKEEP	11,081.63
			Invoice Count	2	Total 48,759.17
Cheque 041554		Date 04/11/2015	Amount 18,467.47		
004091	INITIATIVE 14/19 INC.	34	04/11/2015	14/19 CLAIM # 6-TRILLIUM	18,467.47
			Invoice Count	1	Total 18,467.47
Cheque 041555		Date 04/11/2015	Amount 9,174.59		
000427	MINISTER OF FINANCE	10/22/2015	04/11/2015	EHT OCTOBER REMITTANCE	6,189.89
000427	MINISTER OF FINANCE	8/27/2015	04/11/2015	BALANCE OF AUG EHT REM	2,984.70
			Invoice Count	2	Total 9,174.59
Cheque 041556		Date 04/11/2015	Amount 34,378.01		
000535	RECEIVER GENERAL	11-05-2015	04/11/2015	PAYROLL REMITTANCE	34,378.01
			Invoice Count	1	Total 34,378.01
Cheque 000000		Date	Amount 0.00		
					0.00
			Invoice Count	1	Total 0.00
Cheque 000000		Date	Amount 0.00		
					0.00
			Invoice Count	1	Total 0.00
Cheque 041559		Date 12/11/2015	Amount 239.62		
003445	A J STONE COMPANY LTD	124548	10/11/2015	FIRE-SAFETY VESTS	239.62
			Invoice Count	1	Total 239.62
Cheque 041560		Date 12/11/2015	Amount 24.58		
002763	ADEL DODDS	11/5/2015	10/11/2015	DAY CAMP SUPPLIES	24.58
			Invoice Count	1	Total 24.58
Cheque 041561		Date 12/11/2015	Amount 119.76		
001987	ALLSTREAM INC	16944225	06/11/2015	CEMETERY - TELEPHONE	56.33
001987	ALLSTREAM INC	16944227	06/11/2015	E/W SHED PHONE	63.43
			Invoice Count	2	Total 119.76
Cheque 041562		Date 12/11/2015	Amount 1,115.40		
003274	ARMTEC LIMITED PARTNERSHIP	90516978	06/11/2015	LOGUE DRAIN	1,115.40
			Invoice Count	1	Total 1,115.40
Cheque 041563		Date 12/11/2015	Amount 50.00		

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004439	AUSABLE RIVER NOMADS	10/30/2015	06/11/2015	REFUND CAMPING DEPOSIT	50.00
				Invoice Count 1 Total	50.00
Cheque 041564		Date 12/11/2015	Amount	2,319.93	
000073	B M ROSS AND ASSOCIATES LTD	10261	04/11/2015	TOWN HALL- SUPPORT HVAC	2,319.93
				Invoice Count 1 Total	2,319.93
Cheque 041565		Date 12/11/2015	Amount	379.67	
000053	BELL MOBILITY	10/8/2015	10/11/2015	POLICE - CELL PHONE	379.67
				Invoice Count 1 Total	379.67
Cheque 041566		Date 12/11/2015	Amount	672.35	
002894	BEST WEIGH SCALE	22923	05/11/2015	CALIBRATE LANDFILL SCALE	672.35
				Invoice Count 1 Total	672.35
Cheque 041567		Date 12/11/2015	Amount	67.50	
003441	BILL KNOTT	10/2015	05/11/2015	MILEAGE - OCTOBER	67.50
				Invoice Count 1 Total	67.50
Cheque 041568		Date 12/11/2015	Amount	977.55	
001209	BLYTH BUILDING SUPPLIES LTD.	8140	10/11/2015	ROADS-SCRAPER/BATTERIE	14.44
001209	BLYTH BUILDING SUPPLIES LTD.	7898	10/11/2015	ARENA B- BATTERIES/CHAIN	13.55
001209	BLYTH BUILDING SUPPLIES LTD.	7916	10/11/2015	MEM HALL-ROPE/CLAMP/SCI	40.08
001209	BLYTH BUILDING SUPPLIES LTD.	8035	10/11/2015	ARENA-B- LEVERS	11.96
001209	BLYTH BUILDING SUPPLIES LTD.	8102	10/11/2015	ESTC-SHIMMS/LUMBER	19.21
001209	BLYTH BUILDING SUPPLIES LTD.	8150	10/11/2015	ESTC-DRYWALL	401.38
001209	BLYTH BUILDING SUPPLIES LTD.	8461	10/11/2015	ESTC-PLYWOOD	418.10
001209	BLYTH BUILDING SUPPLIES LTD.	8617	10/11/2015	FIRE-BATTERIES	11.29
001209	BLYTH BUILDING SUPPLIES LTD.	8640	10/11/2015	P/W-LIGHT BULBS/PLUGS	29.43
001209	BLYTH BUILDING SUPPLIES LTD.	8666	10/11/2015	P/W- DOOR SWEEP/HEX BOL	18.11
				Invoice Count 10 Total	977.55
Cheque 041569		Date 12/11/2015	Amount	1,052.49	
000065	BLYTH DECOR SHOPPE	11/10/2015	12/11/2015	LIBRARY B- DECEMBER REN	1,052.49
				Invoice Count 1 Total	1,052.49
Cheque 041570		Date 12/11/2015	Amount	68.40	
002066	BROCK VODDEN	October 2015	05/11/2015	MILEAGE - OCTOBER	68.40
				Invoice Count 1 Total	68.40
Cheque 041571		Date 12/11/2015	Amount	766.76	
000099	CANADIAN RED CROSS	IN00304340	10/11/2015	ESTC-COURSE PACKAGES	766.76
				Invoice Count 1 Total	766.76
Cheque 041572		Date 12/11/2015	Amount	36.00	
004422	CANDACE CHAFFE	10/17/2015	10/11/2015	MILEAGE - ESTC	18.00

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014  
 Cheque Date 30/10/2015 to 31/12/2015  
 Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004422	CANDACE CHAFFE	10/30/2015	10/11/2015	MILEAGE OCTOBER - FDNH	18.00
				Invoice Count 2 Total	36.00
Cheque 041573 Date 12/11/2015 Amount 119.08					
003997	CDW CANADA INC	ZV29724	10/11/2015	AQUATICS EQUIPMENT	119.08
				Invoice Count 1 Total	119.08
Cheque 041574 Date 12/11/2015 Amount 368.33					
003919	CINTAS CANADA LIMITED	839172344	10/11/2015	SANITIZE RESTROOMS	368.33
				Invoice Count 1 Total	368.33
Cheque 041575 Date 12/11/2015 Amount 45.00					
002540	CLINTON PUBLIC HOSPITAL	B0000018467	10/11/2015	FIRE-AMBULANCE CHARGE	45.00
				Invoice Count 1 Total	45.00
Cheque 041576 Date 12/11/2015 Amount 1,105.73					
000151	COCA COLA REFRESHMENTS CANADA/	95883312	05/11/2015	W-CONC- SUPPLIES	538.61
000151	COCA COLA REFRESHMENTS CANADA/	55963702	09/11/2015	CONC B- SUPPLIES	567.12
				Invoice Count 2 Total	1,105.73
Cheque 041577 Date 12/11/2015 Amount 2,165.62					
004392	CORE MARK	3020614	09/11/2015	W & B CONC BOOTH SUPPLI	1,411.70
004392	CORE MARK	3090292	10/11/2015	B & W CONC. SUPPLIES	753.92
				Invoice Count 2 Total	2,165.62
Cheque 041578 Date 12/11/2015 Amount 368.38					
001558	COX SIGNS	25695	06/11/2015	B- ARENA- REPLACE DEVICE	368.38
				Invoice Count 1 Total	368.38
Cheque 041579 Date 12/11/2015 Amount 807.95					
003986	D.C. CRAIG EXCAVATING	121	06/11/2015	P/W- EXCAVATE CULVERT/D	807.95
				Invoice Count 1 Total	807.95
Cheque 041580 Date 12/11/2015 Amount 463.30					
003299	DARCH FIRE	57766	10/11/2015	FIRE TANKER INSPECTION	463.30
				Invoice Count 1 Total	463.30
Cheque 041581 Date 12/11/2015 Amount 50.00					
002555	DAVE ONN	90	11/11/2015	WORK BOOT ALLOWANCE	50.00
				Invoice Count 1 Total	50.00
Cheque 041582 Date 12/11/2015 Amount 312.71					
004433	DAVID MORRISON	371078	05/11/2015	CANCELLED MEMBERSHIP	312.71
				Invoice Count 1 Total	312.71

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 041583		Date 12/11/2015	Amount 3,451.12		
003746	DAVID SPARLING	11/10/2015	10/11/2015	ESTC-COURSE ITEMS	84.27
003746	DAVID SPARLING	11/10/2015-2	10/11/2015	ESTC EXPENSES	326.00
003746	DAVID SPARLING	11/10/2015-3	10/11/2015	MILEAGE- JUNE- OCT	2,749.20
003746	DAVID SPARLING	11/9/2015	11/11/2015	ADOBE SUBSC/FLOOR CLEA	291.65
				Invoice Count 4	Total 3,451.12
Cheque 041584		Date 12/11/2015	Amount 1,126.02		
000885	DEAN'S VALU-MART	641-9314	05/11/2015	DC-FOOD SUPPLIES	555.32
000885	DEAN'S VALU-MART	641-8710	05/11/2015	EL-FOOD SUPPLIES	174.50
000885	DEAN'S VALU-MART	641-8518	05/11/2015	OEY-FOOD SUPPLIES	10.92
000885	DEAN'S VALU-MART	641-7103	05/11/2015	B & A -MR-FOOD SUPPLIES	11.39
000885	DEAN'S VALU-MART	641-9115	05/11/2015	B & A MR- FOOD SUPPLIES	43.17
000885	DEAN'S VALU-MART	641-4177	05/11/2015	B & A MR-FOOD SUPPLIES	260.47
000885	DEAN'S VALU-MART	642-9714	10/11/2015	REC ADMIN-SUPPLIES	44.59
000885	DEAN'S VALU-MART	642-0273	10/11/2015	ARENA W-SUPPLIES	25.66
				Invoice Count 8	Total 1,126.02
Cheque 041585		Date 12/11/2015	Amount 914.00		
000186	DELTA ELEVATOR COMPANY LTD	9134605	09/11/2015	COMPLEX-ELEVATOR MAINT	456.41
000186	DELTA ELEVATOR COMPANY LTD	9134604	09/11/2015	TOWN HALL-ELEVATOR MAINT	457.59
				Invoice Count 2	Total 914.00
Cheque 041586		Date 12/11/2015	Amount 96.30		
000199	DONNA WHITE	11/5/2015	12/11/2015	MILEAGE TREASURER FORU	96.30
				Invoice Count 1	Total 96.30
Cheque 041587		Date 12/11/2015	Amount 2,142.20		
002183	DONNELLY & MURPHY	42985	11/11/2015	LEGAL FEES	678.28
002183	DONNELLY & MURPHY	42986	11/11/2015	GENERAL LEGAL FEES	426.58
002183	DONNELLY & MURPHY	42987	11/11/2015	LEGAL FEES-	339.00
002183	DONNELLY & MURPHY	42988	11/11/2015	LEGAL FEES- MAITLAND RC	254.25
002183	DONNELLY & MURPHY	42989	11/11/2015	LEGAL FEES- ENCROACHME	444.09
				Invoice Count 5	Total 2,142.20
Cheque 041588		Date 12/11/2015	Amount 271.99		
000221	FIRE MONITORING OF CANADA INC	32786	09/11/2015	TOWN HALL- INSPECT MONI	271.99
				Invoice Count 1	Total 271.99
Cheque 041589		Date 12/11/2015	Amount 1,215.00		
004442	FIRE SAFETY EMS	1 ESTC	10/11/2015	ESTC-EQUIPMENT-MARINE C	1,215.00
				Invoice Count 1	Total 1,215.00
Cheque 041590		Date 12/11/2015	Amount 5,001.71		
000074	FOXTON FUELS LIMITED	266849	09/11/2015	ROADS-15W40 OIL DRUM	743.60
000074	FOXTON FUELS LIMITED	267398	09/11/2015	COMPACTOR FUEL- LANDFIL	192.31
000074	FOXTON FUELS LIMITED	267599	09/11/2015	ROADS-FUEL	877.23
000074	FOXTON FUELS LIMITED	269061	09/11/2015	CEMETERY FUEL	117.48

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000074	FOXTON FUELS LIMITED	266224	09/11/2015	ROADS-B GREASE	37.65
000074	FOXTON FUELS LIMITED	268875	09/11/2015	BLD OFFICIAL - FUEL	83.92
000074	FOXTON FUELS LIMITED	268934	10/11/2015	FIRE-FUEL	130.55
000074	FOXTON FUELS LIMITED	268115	10/11/2015	ESTC-FUEL	66.33
000074	FOXTON FUELS LIMITED	269339	10/11/2015	FUEL	1,455.86
000074	FOXTON FUELS LIMITED	268972	10/11/2015	POLICE-FUEL	1,296.78
				Invoice Count	10
				Total	5,001.71
Cheque 041591		Date 12/11/2015	Amount 119.53		
001590	G & K SERVICES CANADA INC.	1518495113	10/11/2015	ARENA B- MATS	119.53
				Invoice Count	1
				Total	119.53
Cheque 041592		Date 12/11/2015	Amount 403.84		
003598	GARDNER DENVER CANADA CORP	93510081/1170390	10/11/2015	FIRE- REPAIR AIR LEAK	403.84
				Invoice Count	1
				Total	403.84
Cheque 041593		Date 12/11/2015	Amount 635.34		
000237	GEORGIAN BAY FIRE & SAFETY LTD	674462	05/11/2015	INSPECTION OF RANGE GUA	131.08
000237	GEORGIAN BAY FIRE & SAFETY LTD	674972	09/11/2015	P/W- INSPECT FIRE EXTINGL	504.26
				Invoice Count	2
				Total	635.34
Cheque 041594		Date 12/11/2015	Amount 239.76		
004441	GOARLEY FIRE	2015-0001	10/11/2015	FIRE-ROPE BAG/ROPE	239.76
				Invoice Count	1
				Total	239.76
Cheque 041595		Date 12/11/2015	Amount 16.50		
004431	HELENA FINCH	399215	05/11/2015	CHILDCARE REFUND	16.50
				Invoice Count	1
				Total	16.50
Cheque 041596		Date 12/11/2015	Amount 36.96		
000274	HORTON'S DAIRY	45793	10/11/2015	CONC- W- SUPPLIES	36.96
				Invoice Count	1
				Total	36.96
Cheque 041597		Date 12/11/2015	Amount 94.19		
003281	HOWSON TRANSPORTATION INC	3312400	10/11/2015	FIRE-OCTOBER FUEL	94.19
				Invoice Count	1
				Total	94.19
Cheque 041598		Date 12/11/2015	Amount 350.00		
000293	HURON TOURISM ASSOCIATION	11/2/2015	05/11/2015	HTA 2016 MEMBERSHIP	350.00
				Invoice Count	1
				Total	350.00
Cheque 041599		Date 12/11/2015	Amount 17.23		
000286	HURON TRACTOR	B01282	09/11/2015	PARKS B- SPARK PLUG	8.79
000286	HURON TRACTOR	B01360	09/11/2015	ROADS-BUSHING	8.44
				Invoice Count	2
				Total	17.23

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
---------------	-------------	----------------	------------	---------------------	----------------

**Cheque 041600 Date 12/11/2015 Amount 360.85**

000290	HURONIA WELDING & INDUSTRIAL	103111	10/11/2015	ESTC-LPG RESPONDER COL	177.81
000290	HURONIA WELDING & INDUSTRIAL	109202	10/11/2015	ESTC- CO2 AND NITROGEN	183.04
					Invoice Count 2 Total 360.85

**Cheque 041601 Date 12/11/2015 Amount 1,996.71**

003224	HURONTEL	10886810-115	09/11/2015	TOWN HALL PHONE/INTERNI	666.69
003224	HURONTEL	10886818-115	09/11/2015	FIRE- PHONE/INTERNET	155.43
003224	HURONTEL	10886813-115	09/11/2015	DC-PHONE/INTERNET	159.22
003224	HURONTEL	10886860-11/2015	09/11/2015	P/W-PHONE/INTERNET	98.04
003224	HURONTEL	10886858-11-2015	09/11/2015	POLICE-PHONE/INTERNET	264.26
003224	HURONTEL	10886815-11-2015	09/11/2015	AIRPORT PHONE	97.54
003224	HURONTEL	10556812-11-2015	09/11/2015	COMPLEX PHONE/INTERNET	327.52
003224	HURONTEL	10886861-11-2015	09/11/2015	MUSEUM-PHONE	31.32
003224	HURONTEL	10885850-11-2015	11/11/2015	CELL PHONES	196.69
					Invoice Count 9 Total 1,996.71

**Cheque 041602 Date 12/11/2015 Amount 948.20**

000294	HYDRO ONE NETWORKS INC	200023033023-115	09/11/2015	2681.154 KWH- AIRPORT	534.53
000294	HYDRO ONE NETWORKS INC	200105168882-115	10/11/2015	896KWH-BELGRAVE STRTLIC	199.81
000294	HYDRO ONE NETWORKS INC	200028161693-115	12/11/2015	538 KWH-HUTTON STRTLIGH	121.36
000294	HYDRO ONE NETWORKS INC	200092888480-115	12/11/2015	396 KWH-AUBURN STRTLIGH	92.50
					Invoice Count 4 Total 948.20

**Cheque 041603 Date 12/11/2015 Amount 400.00**

000799	IAN HULLEY	12-2015	09/11/2015	BACKHOEING-GRAVE BLYTH	200.00
000799	IAN HULLEY	13-2015	11/11/2015	BACKHOEING-GRAVE	200.00
					Invoice Count 2 Total 400.00

**Cheque 041604 Date 12/11/2015 Amount 186.45**

004443	ICD LITES	3833	10/11/2015	AREAN B- T8 LIGHTS	186.45
					Invoice Count 1 Total 186.45

**Cheque 041605 Date 12/11/2015 Amount 434.67**

000296	IDEAL SUPPLY COMPANY LTD	1625026	09/11/2015	ROADS-BATTERIES	100.05
000296	IDEAL SUPPLY COMPANY LTD	1628106	09/11/2015	ROADS- SOLENOID	88.81
000296	IDEAL SUPPLY COMPANY LTD	1628105	09/11/2015	2 A-SECTION BELTS- ARENA	11.48
000296	IDEAL SUPPLY COMPANY LTD	1629495	09/11/2015	B-SECTION BELT- ARENA W	12.64
000296	IDEAL SUPPLY COMPANY LTD	1655043	09/11/2015	ROADS-AMBER STROBE LIGI	204.07
000296	IDEAL SUPPLY COMPANY LTD	1582808	10/11/2015	FIRE-HOLDOWN LATCH	17.62
					Invoice Count 6 Total 434.67

**Cheque 041606 Date 12/11/2015 Amount 79.20**

000306	JAMES CAMPBELL	October 2015	05/11/2015	MILEAGE-OCTOBER	79.20
					Invoice Count 1 Total 79.20

**Cheque 041607 Date 12/11/2015 Amount 178.54**

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004445	JAMES NEWSON	373025	10/11/2015	ERROR IN CANCELLATION-R	178.54
				Invoice Count 1 Total	178.54
Cheque 041608 Date 12/11/2015 Amount 750.00					
003165	JAN RUFF	11/3/2015	05/11/2015	RE-PURCHASE OF CEMETER	750.00
				Invoice Count 1 Total	750.00
Cheque 041609 Date 12/11/2015 Amount 11.30					
004437	JANICE WRIGHT	372414	06/11/2015	REUND-ZUMBA CREDIT	11.30
				Invoice Count 1 Total	11.30
Cheque 041610 Date 12/11/2015 Amount 252.40					
004444	JEANETTE WALKER	372815	10/11/2015	REFUND-MEMBERSHIP-MEDI	252.40
				Invoice Count 1 Total	252.40
Cheque 041611 Date 12/11/2015 Amount 16.00					
004432	JENNIFER BEYERSBERGEN	399214	05/11/2015	CHILDCARE REFUND	16.00
				Invoice Count 1 Total	16.00
Cheque 041612 Date 12/11/2015 Amount 50.00					
002981	JIM SAINT	11/2/2015	05/11/2015	WORK BOOT ALLOWANCE	50.00
				Invoice Count 1 Total	50.00
Cheque 041613 Date 12/11/2015 Amount 174.88					
000322	JOE KERR LTD	W44233	05/11/2015	SET UP CLUTCH-VHT06-06	68.08
000322	JOE KERR LTD	W44119	05/11/2015	REPAIRED REVERSE BEEPE	106.80
				Invoice Count 2 Total	174.88
Cheque 041614 Date 12/11/2015 Amount 65.12					
000321	JOE'S AUTOMOTIVE	38350	10/11/2015	POLICE- 2011 CHARGER MAI	65.12
				Invoice Count 1 Total	65.12
Cheque 041615 Date 12/11/2015 Amount 363.21					
003876	KELLY CHURCH	11/3/2015	05/11/2015	P/W -LEADERSHIP DEV PROJ	363.21
				Invoice Count 1 Total	363.21
Cheque 041616 Date 12/11/2015 Amount 25.42					
000350	KIM SCHOLL	10/28/2015	05/11/2015	AQUATIC MATERIALS & SUPI	25.42
				Invoice Count 1 Total	25.42
Cheque 041617 Date 12/11/2015 Amount 1,534.94					
000352	KITSUPPLY	132672	10/11/2015	JANITORIAL SUPPLIES-AREN	299.65
000352	KITSUPPLY	132786	12/11/2015	ARENA B- JANITORIAL SUPP	695.54
000352	KITSUPPLY	132789	12/11/2015	ARENA W- GARBAGE BAGS	56.61
000352	KITSUPPLY	132780	12/11/2015	COMPLEX-JANITORIAL SUPP	304.31

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000352	KITSUPPLY	132783	12/11/2015	COMPLEX - JANITORIAL SUP	178.83
				Invoice Count 5 Total	1,534.94
Cheque 041618 Date 12/11/2015 Amount 40.00					
000353	KNIGHTS OF COLUMBUS	12/1/2015	10/11/2015	SATELLITE REIMBURSEMEN	40.00
				invoice Count 1 Total	40.00
Cheque 041619 Date 12/11/2015 Amount 415.79					
000364	LAVIS CONTRACTING CO LTD	P-240-00001830	06/11/2015	COLD MIX-ROADS	272.22
000364	LAVIS CONTRACTING CO LTD	P-24000001817	06/11/2015	ROADS-HL4 RAP 5%	143.57
				Invoice Count 2 Total	415.79
Cheque 041620 Date 12/11/2015 Amount 75.15					
000371	LEWIS FLOWERS	11/11/2015	11/11/2015	MEMORIAL DAY WREATH	75.15
				Invoice Count 1 Total	75.15
Cheque 041621 Date 12/11/2015 Amount 64.27					
000372	LIFESAVING SOCIETY	M109618	09/11/2015	AQUATIC MATERIALS/SUPPL	64.27
				Invoice Count 1 Total	64.27
Cheque 041622 Date 12/11/2015 Amount 480.25					
004287	LISA HIBMA	October 25, 2015	10/11/2015	ESTC-TRAINING	480.25
				Invoice Count 1 Total	480.25
Cheque 041623 Date 12/11/2015 Amount 475.73					
003140	LISTOWEL AUTO GLASS LTD	8713-952761	10/11/2015	FIRE-INSTALL WINDSHIELD	475.73
				Invoice Count 1 Total	475.73
Cheque 041624 Date 12/11/2015 Amount 593.25					
003897	M R DRYWALL	1051	10/11/2015	ESTC-BURN CELLS	593.25
				Invoice Count 1 Total	593.25
Cheque 041625 Date 12/11/2015 Amount 4,068.00					
000449	M.W. SIMPSON CONSTRUCTION LTD.	10-1-2015	10/11/2015	PARKING LOT AGREEMENT	4,068.00
				Invoice Count 1 Total	4,068.00
Cheque 041626 Date 12/11/2015 Amount 321.49					
003957	MARCC APPAREL & PROMOTIONS	34513	10/11/2015	ESTC-CLOTHING	321.49
				Invoice Count 1 Total	321.49
Cheque 041627 Date 12/11/2015 Amount 54.00					
002258	MARIA WALDEN	10/30/2015	05/11/2015	OEY-MILEAGE	54.00
				Invoice Count 1 Total	54.00
Cheque 041628 Date 12/11/2015 Amount 2,025.55					

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004440	MARVIN FREIBURGER & SONS INC.	85361	06/11/2015	P/W-REPAIR-UNIT # VHT08-C	2,025.55
				Invoice Count 1 Total	2,025.55
Cheque 041629		Date 12/11/2015	Amount	20.31	
000393	MARYANNE MCCREIGHT	11/2/2015	10/11/2015	REC-SUPPLIES	20.31
				Invoice Count 1 Total	20.31
Cheque 041630		Date 12/11/2015	Amount	546.97	
003576	MATT TOWNSEND	11/10/2015	10/11/2015	FIRE- EQUIPMENT	546.97
				Invoice Count 1 Total	546.97
Cheque 041631		Date 12/11/2015	Amount	78.65	
004426	MICHELE MASOWA	7319	12/11/2015	CONC B- CANDY SUPPLIES	78.65
				Invoice Count 1 Total	78.65
Cheque 041632		Date 12/11/2015	Amount	1,883.44	
001676	MICHELIN NORTH AMERICA (CANADA)	DA0005213720	06/11/2015	4 TIRES- 2009 FORD F550	1,883.44
				Invoice Count 1 Total	1,883.44
Cheque 041633		Date 12/11/2015	Amount	1,514.26	
000421	MICROAGE BASICS	151448	10/11/2015	POLICE-DVD+R	22.59
000421	MICROAGE BASICS	150417	11/11/2015	STRAT PLAN-USB DRIVE	13.55
000421	MICROAGE BASICS	150457	11/11/2015	COMPLEX OFFICE SUPPLIES	156.70
000421	MICROAGE BASICS	150545	11/11/2015	EP-BINDER	5.86
000421	MICROAGE BASICS	150604	11/11/2015	DC- TAPE/ADHESIVE PUTTY	24.79
000421	MICROAGE BASICS	373799	11/11/2015	B & A -MR - PICTURE PAPER	96.10
000421	MICROAGE BASICS	373933	11/11/2015	B&A-MR- PICTURE PAPER	56.49
000421	MICROAGE BASICS	151020	11/11/2015	COMPLEX- OFFICE SUPPLIES	23.70
000421	MICROAGE BASICS	151032	11/11/2015	COMPLEX- LETTER PAPER	36.58
000421	MICROAGE BASICS	373967	11/11/2015	DC-CANON-INK/PAPER SET	97.04
000421	MICROAGE BASICS	151327	11/11/2015	MR-B&A-PENS/USB DRIVE	36.91
000421	MICROAGE BASICS	151791	11/11/2015	COMPLEX-OFFICE SUPPLIES	39.70
000421	MICROAGE BASICS	151848	11/11/2015	COMM DEV- OFFICE SUPPLIES	39.88
000421	MICROAGE BASICS	374373	11/11/2015	ESTC-BINDERS/SHEET PRO1	6.76
000421	MICROAGE BASICS	374393	11/11/2015	ESTC-OFFICE SUPPLIES	61.19
000421	MICROAGE BASICS	374524	11/11/2015	ADMIN-OFFICE SUPPLIES	140.78
000421	MICROAGE BASICS	374537	11/11/2015	DC-OFFICE SUPPLIES	200.96
000421	MICROAGE BASICS	374708	11/11/2015	COMPLEX-OFFICE SUPPLIES	32.76
000421	MICROAGE BASICS	374738	11/11/2015	FIRE-OFFICE SUPPLIES	33.89
000421	MICROAGE BASICS	374810	11/11/2015	COMPLEX-OFICE SUPPLIES	19.88
000421	MICROAGE BASICS	152369	11/11/2015	COMPLEX-USB DRIVE/STAPL	28.86
000421	MICROAGE BASICS	374988	11/11/2015	ADMIN-OFFICE SUPPLIES	163.13
000421	MICROAGE BASICS	374998	11/11/2015	ADMIN-TONER CARTRIDGE	176.16
				Invoice Count 23 Total	1,514.26
Cheque 041634		Date 12/11/2015	Amount	516.71	
000924	MIDWESTERN COMMUNICATIONS	151030-0119	09/11/2015	OEY-METER BILLING OCT	88.66
000924	MIDWESTERN COMMUNICATIONS	151030-0118	10/11/2015	EP-METER BILLING	62.20
000924	MIDWESTERN COMMUNICATIONS	151030-0017	10/11/2015	ESTC-METER CHARGE	259.64

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000924	MIDWESTERN COMMUNICATIONS	151030-0181	10/11/2015	POLICE METER CHARGE-CO	106.21
				Invoice Count 4	Total 516.71
Cheque 041635 Date 12/11/2015 Amount 21,951.54					
000431	MINISTER OF FINANCE	17291015121	09/11/2015	OPP BILLING SEPTEMBER	20,215.00
000431	MINISTER OF FINANCE	17291015039	10/11/2015	POLICE-3RD 1/4 OPTIC BILLIF	1,736.54
				Invoice Count 2	Total 21,951.54
Cheque 041636 Date 12/11/2015 Amount 74,068.87					
004446	MINISTER OF FINANCE	Contract #22822	12/11/2015	A. MUNRO LMP-REC	74,068.87
				Invoice Count 1	Total 74,068.87
Cheque 041637 Date 12/11/2015 Amount 50.00					
000429	MINISTRY OF FINANCE	10/20/2015	09/11/2015	CAO'S FORUM	50.00
				Invoice Count 1	Total 50.00
Cheque 041638 Date 12/11/2015 Amount 3,304.68					
000444	MUNICIPALITY OF MORRIS TURNBERF	11/4/2015	04/11/2015	2015 TAX COMPENSATION - I	3,304.68
				Invoice Count 1	Total 3,304.68
Cheque 041639 Date 12/11/2015 Amount 890.40					
004356	MUNICIPALITY OF SOUTH BRUCE	036728	10/11/2015	P/W-LAB TESTING	890.40
				Invoice Count 1	Total 890.40
Cheque 041640 Date 12/11/2015 Amount 50.40					
001215	NEIL VINCENT	11/1/2015	05/11/2015	MILEAGE OCTOBER	50.40
				Invoice Count 1	Total 50.40
Cheque 041641 Date 12/11/2015 Amount 452.00					
004434	PARKS AND RECREATION ONTARIO	10694	05/11/2015	HIGH FIVE FEES	452.00
				Invoice Count 1	Total 452.00
Cheque 041642 Date 12/11/2015 Amount 1,203.45					
003878	PART II BISTRO	11/9/2015	10/11/2015	ESTC- MEALS	1,203.45
				Invoice Count 1	Total 1,203.45
Cheque 041643 Date 12/11/2015 Amount 45.20					
004436	PATTI NIXON	372418	06/11/2015	REFUND - LACK OF NUMBER	45.20
				Invoice Count 1	Total 45.20
Cheque 041644 Date 12/11/2015 Amount 74.68					
001314	PETTY CASH-WINGHAM EARLY YRS	338143	05/11/2015	PETTY CASH-EY	74.68
				Invoice Count 1	Total 74.68
Cheque 041645 Date 12/11/2015 Amount 372.90					

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000514	PLETCH ELECTRIC LTD	1000013046	05/11/2015	REPAIR STREET LITES	372.90
				Invoice Count 1 Total	372.90
	<b>Cheque 041646</b>	<b>Date 12/11/2015</b>	<b>Amount 804.51</b>		
003631	PRO-SAFE FIRE TRAINING SYSTEMS II	07-1613	10/11/2015	FIRE SLEEVE	804.51
				Invoice Count 1 Total	804.51
	<b>Cheque 041647</b>	<b>Date 12/11/2015</b>	<b>Amount 3,783.24</b>		
003332	PUBLIC SERVICES HEALTH & SAFETY	16155	10/11/2015	ESTC-TRAINING	3,783.24
				Invoice Count 1 Total	3,783.24
	<b>Cheque 041648</b>	<b>Date 12/11/2015</b>	<b>Amount 894.20</b>		
003875	QUEENS BAKERY	I51585	10/11/2015	ESTC-FOOD-TRAINING	336.00
003875	QUEENS BAKERY	I-51952	10/11/2015	ESTC-CHILI LUNCH	100.20
003875	QUEENS BAKERY	I-52059	10/11/2015	ESTC-SANDWICHES	108.00
003875	QUEENS BAKERY	I-52189	10/11/2015	ESTC-LASAGNE	336.00
003875	QUEENS BAKERY	I-52202	10/11/2015	ESTC-LUNCH	14.00
				Invoice Count 5 Total	894.20
	<b>Cheque 041649</b>	<b>Date 12/11/2015</b>	<b>Amount 79.20</b>		
003439	RAY HALLAHAN	10/31/2015	05/11/2015	MILEAGE - COUNCIL	79.20
				Invoice Count 1 Total	79.20
	<b>Cheque 041650</b>	<b>Date 12/11/2015</b>	<b>Amount 14.70</b>		
000508	REXALL PHARMA PLUS	282557	06/11/2015	ADMIN-OFFICE SUPPLIES	14.70
				Invoice Count 1 Total	14.70
	<b>Cheque 041651</b>	<b>Date 12/11/2015</b>	<b>Amount 439.08</b>		
004198	RICCO FOOD DISTRIBUTOR	289779	09/11/2015	CREDIT FOR ITEMS NOT REC	-26.95
004198	RICCO FOOD DISTRIBUTOR	290260	09/11/2015	CONC B- SUPPLIES	466.03
				Invoice Count 2 Total	439.08
	<b>Cheque 041652</b>	<b>Date 12/11/2015</b>	<b>Amount 136.80</b>		
003055	RICHARD AL	11/2/2015	09/11/2015	OCT MILEAGE/CELL PHONE	136.80
				Invoice Count 1 Total	136.80
	<b>Cheque 041653</b>	<b>Date 12/11/2015</b>	<b>Amount 169.06</b>		
000272	RONA HODGINS	78620	11/11/2015	CREDIT- TOWN HALL LUMBE	-108.05
000272	RONA HODGINS	78926	11/11/2015	CREDIT-TOWN HALL-LUMBEI	-36.82
000272	RONA HODGINS	78927	11/11/2015	TOWN HALL -LUMBER	41.20
000272	RONA HODGINS	78981	11/11/2015	TOWN HALL LUMBER	16.18
000272	RONA HODGINS	79058	11/11/2015	ESTC-PAINT	76.84
000272	RONA HODGINS	79113	11/11/2015	TOWN HALL- LUMBER	10.72
000272	RONA HODGINS	79131	11/11/2015	FIRE HALL-FILAMENT BULB	26.56
000272	RONA HODGINS	79337	11/11/2015	FIRE-SCREWS/NUTS	2.94
000272	RONA HODGINS	79429	11/11/2015	ARENA W- VAPOUR BARRIER	38.36
000272	RONA HODGINS	79495	11/11/2015	P/W- POLY BARRIER	36.17
000272	RONA HODGINS	79519	11/11/2015	TIMER FOR GEAR DRYERS- I	90.38

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000272	RONA HODGINS	79637	11/11/2015	CREDIT-TOWN HALL- FASTEI	-106.07
000272	RONA HODGINS	79705	11/11/2015	FIRE HALL-GARBAGE BAGS	19.19
000272	RONA HODGINS	79709	11/11/2015	P/W- SUPPLIES	44.82
000272	RONA HODGINS	79782	11/11/2015	FIRE- BOLT EYE/THREAD LO	9.21
000272	RONA HODGINS	80220	11/11/2015	FPO-DUCT TAPE	5.68
000272	RONA HODGINS	80238	11/11/2015	AREAN W- DOOR STOP	1.75
				Invoice Count	17 Total 169.06

Cheque 041654 Date 12/11/2015 Amount 138.10

002640	SCHMIDT'S POWER EQUIPMENT	19312	05/11/2015	ROADS-CUTTING BLADES	26.89
002640	SCHMIDT'S POWER EQUIPMENT	19328	05/11/2015	ROADS-SUPPLIES	111.21
				Invoice Count	2 Total 138.10

Cheque 041655 Date 12/11/2015 Amount 798.68

000569	SCRIMGEOUR'S FOOD MARKET	41-2015	10/11/2015	FIRE-WATER	107.40
000569	SCRIMGEOUR'S FOOD MARKET	3011415855	10/11/2015	ESTC-FOOD	29.98
000569	SCRIMGEOUR'S FOOD MARKET	3011416373	10/11/2015	ESTC-FOOD	70.11
000569	SCRIMGEOUR'S FOOD MARKET	3011416583	10/11/2015	ESTC-SUPPLIES	3.72
000569	SCRIMGEOUR'S FOOD MARKET	3011416613	10/11/2015	ESTC-FOOD	44.85
000569	SCRIMGEOUR'S FOOD MARKET	3011418060	10/11/2015	ESTC-FOOD	70.52
000569	SCRIMGEOUR'S FOOD MARKET	3011418347	10/11/2015	ESTC-FOOD	28.43
000569	SCRIMGEOUR'S FOOD MARKET	3011419565	10/11/2015	ESTC-FOOD	64.63
000569	SCRIMGEOUR'S FOOD MARKET	3011419874	10/11/2015	ESTC-FOOD	64.67
000569	SCRIMGEOUR'S FOOD MARKET	3011419896	10/11/2015	ESTC-FOOD	39.99
000569	SCRIMGEOUR'S FOOD MARKET	3011420191	10/11/2015	ESTC-FOOD	33.57
000569	SCRIMGEOUR'S FOOD MARKET	3011420103	10/11/2015	ESTC-FOOD	11.08
000569	SCRIMGEOUR'S FOOD MARKET	3011420544	10/11/2015	ESTC-FOOD	37.10
000569	SCRIMGEOUR'S FOOD MARKET	3011422282	10/11/2015	CONC B-FOOD SUPPLIES	192.63
				Invoice Count	14 Total 798.68

Cheque 041656 Date 12/11/2015 Amount 1,079.79

000586	SKEOCH BUSINESS EQUIP. LTD	1000015173	06/11/2015	ADMIN-COPIER RENTAL	169.50
000586	SKEOCH BUSINESS EQUIP. LTD	10000151231	06/11/2015	COST/COPY- 1/4LY BILLING	910.29
				Invoice Count	2 Total 1,079.79

Cheque 041657 Date 12/11/2015 Amount 135.60

002906	SOLID GROUND LANDSCAPING	1557	09/11/2015	PARK/CARE PTNER LAWN M	135.60
				Invoice Count	1 Total 135.60

Cheque 041658 Date 12/11/2015 Amount 215.84

000594	SPARLINGS PROPANE	88550105-G45210	09/11/2015	COMPLEX PROPANE	66.11
000594	SPARLINGS PROPANE	88550105-G45171	09/11/2015	COMPLEX- PROPANE	66.11
000594	SPARLINGS PROPANE	88250005-G45220	10/11/2015	ARENA B- PROPANE	83.62
				Invoice Count	3 Total 215.84

Cheque 041659 Date 12/11/2015 Amount 664.61

000595	SPECTRUM COMMUNICATIONS LTD	0000731056	10/11/2015	POLICE-REPLACED ANTENN,	167.41
--------	-----------------------------	------------	------------	-------------------------	--------

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000595	SPECTRUM COMMUNICATIONS LTD	W000026304	10/11/2015	FIRE-ANTENNA REPAIR	497.20
Invoice Count 2 Total					664.61

**Cheque 041660 Date 12/11/2015 Amount 400.00**

000610	ST. JOHN AMBULANCE	I-SJSGB-002061	10/11/2015	BABYSITTING BASICS	400.00
Invoice Count 1 Total					400.00

**Cheque 041661 Date 12/11/2015 Amount 1,109.19**

000602	STAINTON HARDWARE	271096	12/11/2015	DC-GLUE/LIGHT BULBS	19.73
000602	STAINTON HARDWARE	270701	12/11/2015	ARENA -W-DRAIN CLEANER	24.84
000602	STAINTON HARDWARE	271006	12/11/2015	ARENA W-FURNACE FILTERS	22.58
000602	STAINTON HARDWARE	270667	12/11/2015	ARENA W-JANITORIAL SUPP	18.06
000602	STAINTON HARDWARE	270761	12/11/2015	ARENA W- JANITORIAL SUPP	8.46
000602	STAINTON HARDWARE	271349	12/11/2015	ARENA W-ANT BAIT	10.94
000602	STAINTON HARDWARE	271417	12/11/2015	ARENA W-CLEANER	5.38
000602	STAINTON HARDWARE	271520	12/11/2015	ARENA W- PAINT	9.03
000602	STAINTON HARDWARE	271438	12/11/2015	OEY-BOOM BOX	39.54
000602	STAINTON HARDWARE	271418	12/11/2015	DC-PLUMBING SUPPLIES	20.17
000602	STAINTON HARDWARE	271422	12/11/2015	DC- PLUMBING SUPPLIES	23.93
000602	STAINTON HARDWARE	271424	12/11/2015	DC- PLUMBING SUPPLIES	6.83
000602	STAINTON HARDWARE	271430	12/11/2015	DC- PLUMBING SUPPLIES	18.07
000602	STAINTON HARDWARE	271482	12/11/2015	DC-KEYS	6.55
000602	STAINTON HARDWARE	270887	12/11/2015	ESTC/FDNH- FLAG	79.09
000602	STAINTON HARDWARE	270948	12/11/2015	PARKS-W-HOSE CLAMPS	9.42
000602	STAINTON HARDWARE	270959	12/11/2015	PARKS W- HOSE CLAMPS	11.44
000602	STAINTON HARDWARE	271150	12/11/2015	PARKS W-ANTIFREEZE	35.87
000602	STAINTON HARDWARE	271194	12/11/2015	PARKS W- TWINE-SHRUB BU	5.63
000602	STAINTON HARDWARE	270839	12/11/2015	POLICE- BATTERY	6.20
000602	STAINTON HARDWARE	270885	12/11/2015	POLICE-BATTERIES	16.92
000602	STAINTON HARDWARE	270683	12/11/2015	TOWN HALL-BALLAST	55.35
000602	STAINTON HARDWARE	270660	12/11/2015	PARKS W-LINED GLOVES	15.81
000602	STAINTON HARDWARE	270776	12/11/2015	DC-KEYS/LIGHT BULB	6.66
000602	STAINTON HARDWARE	270788	12/11/2015	PARKS W-FITTINGS	12.83
000602	STAINTON HARDWARE	271011	12/11/2015	ARENA W-CLEANER	8.46
000602	STAINTON HARDWARE	271437	12/11/2015	PARK W-FLAG	83.60
000602	STAINTON HARDWARE	271193	12/11/2015	LANDFILL-GFI RECEPTACLE	22.59
000602	STAINTON HARDWARE	271447	12/11/2015	PARKS-W-LUBRICANT	17.49
000602	STAINTON HARDWARE	271493	12/11/2015	PARKS W- XMAS BULBS	22.58
000602	STAINTON HARDWARE	270958	12/11/2015	CAMPGROUND- SMOKE DETI	207.87
000602	STAINTON HARDWARE	271159	12/11/2015	AQUATICS-REPAIR/MAINT- E	173.69
000602	STAINTON HARDWARE	270771	12/11/2015	ROADS-GARBAGE BAGS	39.54
000602	STAINTON HARDWARE	271191	12/11/2015	CBO-CIRCUIT TESTER	44.04
Invoice Count 34 Total					1,109.19

**Cheque 041662 Date 12/11/2015 Amount 273.35**

000620	SWAN DUST CONTROL LTD	3530103	04/11/2015	ARENA W - MATS/MOPS	139.89
000620	SWAN DUST CONTROL LTD	3530117	05/11/2015	TOWN HALL - MATS	26.50
000620	SWAN DUST CONTROL LTD	3530120	09/11/2015	MATS-DC	23.90
000620	SWAN DUST CONTROL LTD	3524124	09/11/2015	MATS- DC	23.90
000620	SWAN DUST CONTROL LTD	3518154	09/11/2015	DC-MATS	23.90

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000620	SWAN DUST CONTROL LTD	3530116	10/11/2015	POLICE-MATS/MOPS	35.26
				Invoice Count 6	Total 273.35
Cheque 041663 Date 12/11/2015 Amount 435.05					
000628	TECHNICAL STANDARDS & SAFETY AL	2769932	09/11/2015	ARENA W- INSPECTION REFI	435.05
				Invoice Count 1	Total 435.05
Cheque 041664 Date 12/11/2015 Amount 444.41					
000629	TED MORAN MECHANICAL LTD	1000009942	05/11/2015	ARENA-W-FILTERS	419.43
000629	TED MORAN MECHANICAL LTD	1000009935	05/11/2015	WORK-COUPPLERS	24.98
				Invoice Count 2	Total 444.41
Cheque 041665 Date 12/11/2015 Amount 864.45					
004311	TELUS	10/31/2015	11/11/2015	OCTOBER TELUS BILL	864.45
				Invoice Count 1	Total 864.45
Cheque 041666 Date 12/11/2015 Amount 37.26					
002916	THE BLYTH INN INC.	269	10/11/2015	ESTC-FOOD	37.26
				Invoice Count 1	Total 37.26
Cheque 041667 Date 12/11/2015 Amount 200.01					
000638	THE WORKSHOP	303231	04/11/2015	REC-CLOTHING	59.89
000638	THE WORKSHOP	303230	06/11/2015	REC-ADMIN-CLOTHING	140.12
				Invoice Count 2	Total 200.01
Cheque 041668 Date 12/11/2015 Amount 762.27					
001796	TIM HORTON'S	10/18/2015	10/11/2015	ESTC-FOOD	289.80
001796	TIM HORTON'S	10/25/2015	10/11/2015	ESTC-FOOD	132.01
001796	TIM HORTON'S	10/30/2015	10/11/2015	ESTC-FOOD	21.30
001796	TIM HORTON'S	10/31/2015	10/11/2015	ESTC-FOOD	319.16
				Invoice Count 4	Total 762.27
Cheque 041669 Date 12/11/2015 Amount 2,772.35					
003880	TOWNSHIP OF NORTH HURON - ESTC	146720	10/11/2015	ROOM RENTAL - CPR TRAINI	100.00
003880	TOWNSHIP OF NORTH HURON - ESTC	145482	10/11/2015	FIRE-ONTARIO FIRE CODE	615.85
003880	TOWNSHIP OF NORTH HURON - ESTC	144649	10/11/2015	FIRE-GAP COURSE	2,011.50
003880	TOWNSHIP OF NORTH HURON - ESTC	144652	10/11/2015	FPO-MEAL FOR MEETING	45.00
				Invoice Count 4	Total 2,772.35
Cheque 041670 Date 12/11/2015 Amount 15,251.20					
000897	TOWNSHIP OF NORTH HURON SEWEF	11/3/2015	05/11/2015	3RD 1/4 HST RETURN 2015	15,251.20
				Invoice Count 1	Total 15,251.20
Cheque 041671 Date 12/11/2015 Amount 9,032.10					
001365	TOWNSHIP OF NORTH HURON WATER	11/3/2015	05/11/2015	3RD 1/4 HST RETURN 2015	9,032.10
				Invoice Count 1	Total 9,032.10

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 041672 Date 12/11/2015 Amount 185.61</b>					
000161	TREASURER, COUNTY OF HURON	15650	10/11/2015	FIRE-BATTERY PACK	185.61
				Invoice Count 1	Total 185.61
<b>Cheque 041673 Date 12/11/2015 Amount 36.00</b>					
004260	TREVOR SEIP	October 2015	05/11/2015	MILEAGE-OCTOBER	36.00
				Invoice Count 1	Total 36.00
<b>Cheque 041674 Date 12/11/2015 Amount 503.98</b>					
003532	TRULY NOLEN	21392	04/11/2015	MEM HALL- RODENT CONTRI	113.00
003532	TRULY NOLEN	20566	04/11/2015	AIRPORT- PEST INSPECTION	105.09
003532	TRULY NOLEN	20572	04/11/2015	COMPLEX- PEST INSPECTIOI	116.39
003532	TRULY NOLEN	20559	04/11/2015	DAY CARE- PEST INSPECTIC	62.15
003532	TRULY NOLEN	20578	12/11/2015	TOWN HALL-PEST CONTROL	107.35
				Invoice Count 5	Total 503.98
<b>Cheque 041675 Date 12/11/2015 Amount 64.40</b>					
001974	TSC STORES LTD	8138	05/11/2015	ROADS- SUPPLIES	64.40
				Invoice Count 1	Total 64.40
<b>Cheque 041676 Date 12/11/2015 Amount 278.95</b>					
002697	TUCKERSMITH COMMUNICATIONS	11283710-115	09/11/2015	P/W- EW- INTERNET/PHONE	116.52
002697	TUCKERSMITH COMMUNICATIONS	11283616-11-2015	10/11/2015	ARENA B/MEM HALL PHONE	97.68
002697	TUCKERSMITH COMMUNICATIONS	11283708-11-2015	11/11/2015	ESTC-PHONE/INTERNET	64.75
				Invoice Count 3	Total 278.95
<b>Cheque 041677 Date 12/11/2015 Amount 23.73</b>					
000665	UNION GAS LIMITED	257-3249 232-0619-10	05/11/2015	0 M3- 14 QUEEN STREET	23.73
				Invoice Count 1	Total 23.73
<b>Cheque 041678 Date 12/11/2015 Amount 178.08</b>					
000672	VALERIE WATSON	10/28/2015	05/11/2015	SUBSC/MILEAGE/TABLET CA	178.08
				Invoice Count 1	Total 178.08
<b>Cheque 041679 Date 12/11/2015 Amount 302.70</b>					
003485	VAN HOUTTE COFFEE SERVICES INC	21810927-2016	10/11/2015	ESTC-COFFEE	100.90
003485	VAN HOUTTE COFFEE SERVICES INC	21812247-2016	11/11/2015	ESTC-COFFEE	201.80
				Invoice Count 2	Total 302.70
<b>Cheque 041680 Date 12/11/2015 Amount 55.09</b>					
003859	VANESSA LAWRENCE	10/23/2015	05/11/2015	PROGRAM SUPPLIES-DC	55.09
				Invoice Count 1	Total 55.09
<b>Cheque 041681 Date 12/11/2015 Amount 2,678.16</b>					

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000856	WEILER'S CLEANING & RESTORATION	12301578	05/11/2015	JANITORIAL SERVICES	2,678.16
				Invoice Count 1 Total	2,678.16
				Cheque 041682 Date 12/11/2015 Amount 5.00	
002624	WINGHAM POLICE SERVICE	Michele Masowa	10/11/2015	POLICE- CRIMINAL CHECK	5.00
				Invoice Count 1 Total	5.00
				Cheque 041683 Date 12/11/2015 Amount 119.61	
000716	WINGHAM VETERINARY CLINIC	146383	09/11/2015	EUTHANASIA- CAT	119.61
				Invoice Count 1 Total	119.61
				Cheque 041684 Date 12/11/2015 Amount 1,469.00	
003504	WROXETER RIGGING & FABRICATION	105373	10/11/2015	PARK-REPAIR RAILINGS	1,469.00
				Invoice Count 1 Total	1,469.00
Report Total					310,908.23

*Bonnie White*

*Nov 13/2015*

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 004497</b>		<b>Date 06/11/2015</b>	<b>Amount 250.49</b>		
001209	BLYTH BUILDING SUPPLIES LTD.	F07880	06/11/2015	HEAT LAMPS	31.62
001209	BLYTH BUILDING SUPPLIES LTD.	F07962	06/11/2015	PLYWOOD	30.51
001209	BLYTH BUILDING SUPPLIES LTD.	F08033	06/11/2015	ELECTRICAL TAPE	7.67
001209	BLYTH BUILDING SUPPLIES LTD.	F08063	06/11/2015	KEY CUT, ZIP TIES	14.88
001209	BLYTH BUILDING SUPPLIES LTD.	F08469	06/11/2015	SPRUCE	68.92
001209	BLYTH BUILDING SUPPLIES LTD.	F08563	06/11/2015	ALUMINIUM	96.89
				Invoice Count	6
				Total	250.49
<b>Cheque 004498</b>		<b>Date 06/11/2015</b>	<b>Amount 1,245.99</b>		
000113	CARSON SUPPLY	S1432140.001	06/11/2015	MAIN STOP, BALL VALVE, SA	1,131.27
000113	CARSON SUPPLY	S1432211.001	06/11/2015	SERVICE TUBE LINER	24.58
000113	CARSON SUPPLY	S1431261.002	06/11/2015	ROD	90.14
				Invoice Count	3
				Total	1,245.99
<b>Cheque 004499</b>		<b>Date 06/11/2015</b>	<b>Amount 141.25</b>		
001837	CJ JOHNSTON OFFICE SOLUTIONS	30589C	06/11/2015	USED OAK BOOKCASE	141.25
				Invoice Count	1
				Total	141.25
<b>Cheque 004500</b>		<b>Date 06/11/2015</b>	<b>Amount 429.40</b>		
003949	D C CRAIG EXCAVATING	120	06/11/2015	MAIN BREAK, ROAD PATCHE	429.40
				Invoice Count	1
				Total	429.40
<b>Cheque 004501</b>		<b>Date 06/11/2015</b>	<b>Amount 173.18</b>		
000237	GEORGIAN BAY FIRE & SAFETY LTD	675028 (a)	06/11/2015	INSPECT FIRE EXTINGUISHE	173.18
				Invoice Count	1
				Total	173.18
<b>Cheque 004502</b>		<b>Date 06/11/2015</b>	<b>Amount 164.66</b>		
000421	MICROAGE BASICS	151124	06/11/2015	OFFICE SUPPLIES	18.90
000421	MICROAGE BASICS	150535	06/11/2015	INK CARTRIDGES	145.76
				Invoice Count	2
				Total	164.66
<b>Cheque 004503</b>		<b>Date 06/11/2015</b>	<b>Amount 216.00</b>		
000427	MINISTER OF FINANCE	507714	06/11/2015	LICENCE RENEWAL 2007 CHI	108.00
000427	MINISTER OF FINANCE	28738	06/11/2015	LICENCE RENEWAL 2008 FOI	108.00
				Invoice Count	2
				Total	216.00
<b>Cheque 004504</b>		<b>Date 06/11/2015</b>	<b>Amount 2,211.04</b>		
000629	MORAN MECHANICAL AND ELECTRICAL	9958	06/11/2015	BELGRAVE SERVICE	2,211.04
				Invoice Count	1
				Total	2,211.04
<b>Cheque 004505</b>		<b>Date 06/11/2015</b>	<b>Amount 239.28</b>		
002660	NEOPOST CANADA LTD.	2197130	06/11/2015	2016 POSTAGE RATE PLAN	239.28
				Invoice Count	1
				Total	239.28
<b>Cheque 004506</b>		<b>Date 06/11/2015</b>	<b>Amount 9,658.78</b>		

# Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000542	R.J. BURNSIDE & ASSOCIATES	300036835.000-1	06/11/2015	STANDPIPE STRUCTURAL RI	9,658.78
				Invoice Count 1 Total	9,658.78
Cheque 004507 Date 06/11/2015 Amount 1,237.47					
004438	SYNTEC PROCESS EQUIPMENT LTD	0082572-IN	06/11/2015	REBUILD/INSTALL SOLENOID	937.45
004438	SYNTEC PROCESS EQUIPMENT LTD	0081948-IN	06/11/2015	BRASS SOLENOID VALVE	300.02
				Invoice Count 2 Total	1,237.47
Cheque 004508 Date 06/11/2015 Amount 346.91					
000638	THE WORKSHOP	303248	06/11/2015	SAFETY CLOTHES STOREY/I	346.91
				Invoice Count 1 Total	346.91
Cheque 004509 Date 06/11/2015 Amount 8,738.95					
002512	TOWNSHIP OF NORTH HURON	998513 PIL	06/11/2015	CANADA POST PAYMENT ER	8,738.95
				Invoice Count 1 Total	8,738.95
Cheque 004510 Date 06/11/2015 Amount 876.88					
003880	TOWNSHIP OF NORTH HURON - ESTC	146557	06/11/2015	FACILITY RENTAL & LUNCH	876.88
				Invoice Count 1 Total	876.88
Cheque 004511 Date 12/11/2015 Amount 1,101.75					
002653	SGS LAKEFIELD RESEARCH LIMITED	1091113	12/11/2015	BLYTH SAMPLES	41.81
002653	SGS LAKEFIELD RESEARCH LIMITED	10911123	12/11/2015	BLYTH SAMPLES OCT 13	352.56
002653	SGS LAKEFIELD RESEARCH LIMITED	10913100	12/11/2015	BLYTH SAMPLES OCT 27	96.05
002653	SGS LAKEFIELD RESEARCH LIMITED	10911428	12/11/2015	WINGHAM SAMPLES OCT 13	41.81
002653	SGS LAKEFIELD RESEARCH LIMITED	10911399	12/11/2015	WINGHAM SAMPLES OCT 20	51.98
002653	SGS LAKEFIELD RESEARCH LIMITED	1091115	12/11/2015	WINGHAM SAMPLES OCT 6	420.36
002653	SGS LAKEFIELD RESEARCH LIMITED	10913104	12/11/2015	WINGHAM SAMPLES OCT 27	97.18
				Invoice Count 7 Total	1,101.75
Cheque 004512 Date 12/11/2015 Amount 124.30					
004311	TELUS	10/2015 WATER	12/11/2015	531-0049 CELL PHONE	62.15
004311	TELUS	2015/10	12/11/2015	531-0407 CELL PHONE	62.15
				Invoice Count 2 Total	124.30
Report Total					27,156.33

*Berna White*

*Nov 13/2015*

# Accounts Payable

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

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 003166</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>1,648.45</b>	
000073	B M ROSS AND ASSOCIATES LTD	10200	06/11/2015	WINGHAM STP SLUDGE CEL	349.85
000073	B M ROSS AND ASSOCIATES LTD	10334	06/11/2015	EDWARD ST GRANT APPLIC/	1,298.60
			Invoice Count	2 Total	1,648.45
<b>Cheque 003167</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>2,268.48</b>	
003986	D.C. CRAIG EXCAVATING	119	06/11/2015	EDWARD ST & CHARLES ST	2,268.48
			Invoice Count	1 Total	2,268.48
<b>Cheque 003168</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>1,599.40</b>	
000074	FOXTON FUELS LIMITED	268818	06/11/2015	OCTOBER FUEL	430.52
000074	FOXTON FUELS LIMITED	148287	06/11/2015	DYED DIESEL	156.46
000074	FOXTON FUELS LIMITED	148284	06/11/2015	DYED DIESEL	222.45
000074	FOXTON FUELS LIMITED	148288	06/11/2015	DYED DIESEL	197.19
000074	FOXTON FUELS LIMITED	148286	06/11/2015	DYED DIESEL	112.53
000074	FOXTON FUELS LIMITED	266987	06/11/2015	20L PAIL TRAXON	480.25
			Invoice Count	6 Total	1,599.40
<b>Cheque 003169</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>173.17</b>	
000237	GEORGIAN BAY FIRE & SAFETY LTD	675028	06/11/2015	INSPECT FIRE EXTINGUISHE	173.17
			Invoice Count	1 Total	173.17
<b>Cheque 003170</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>402.31</b>	
003224	HURONTEL	1173 6915	06/11/2015	999-1173 WINGHAM PUC	112.94
003224	HURONTEL	2230 6876	06/11/2015	357-2230 PUMPING STATION	221.63
003224	HURONTEL	4293 6877	06/11/2015	357-4293 TREATMENT PLANT	67.74
			Invoice Count	3 Total	402.31
<b>Cheque 003171</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>4,281.53</b>	
000294	HYDRO ONE NETWORKS INC	1727 10/2015	06/11/2015	60 LLOYD ST SEPT USAGE	4,281.53
			Invoice Count	1 Total	4,281.53
<b>Cheque 003172</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>322.05</b>	
004435	MIKE COURTNEY	478723	06/11/2015	BLYTH SEWER PLANT WIND	322.05
			Invoice Count	1 Total	322.05
<b>Cheque 003173</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>216.00</b>	
000427	MINISTER OF FINANCE	448409	06/11/2015	LICENCE RENEWAL 2015 GM	108.00
000427	MINISTER OF FINANCE	280378	06/11/2015	LICENCE RENEAL 2012 DODK	108.00
			Invoice Count	2 Total	216.00
<b>Cheque 003174</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>7.60</b>	
000520	PUROLATOR COURIER LTD	429206255	06/11/2015	SHIIPING CHARGES PRO LIN	7.60
			Invoice Count	1 Total	7.60
<b>Cheque 003175</b>		<b>Date 06/11/2015</b>	<b>Amount</b>	<b>171.76</b>	

# Accounts Payable

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

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000638	THE WORKSHOP	303233	06/11/2015	SAFETY CLOTHING - B BROM	171.76
				Invoice Count 1 Total	171.76
Cheque 003176		Date 06/11/2015	Amount 95.60		
002512	TOWNSHIP OF NORTH HURON	10/2015	06/11/2015	SEPT/OCT USAGE 117 NORT	95.60
				Invoice Count 1 Total	95.60
Cheque 003177		Date 06/11/2015	Amount 6,278.88		
001365	TOWNSHIP OF NORTH HURON WATER	146110	06/11/2015	50% BILLING COSTS JAN - O	6,278.88
				Invoice Count 1 Total	6,278.88
Cheque 003178		Date 12/11/2015	Amount 632.84		
002653	SGS LAKEFIELD RESEARCH LIMITED	10911129	12/11/2015	BLYTH SAMPLES	309.64
002653	SGS LAKEFIELD RESEARCH LIMITED	10911114	12/11/2015	WINGHAM SAMPLES	323.20
				Invoice Count 2 Total	632.84
Cheque 003179		Date 12/11/2015	Amount 124.30		
004311	TELUS	10/2015	12/11/2015	531-0399 CELL PHONE	62.15
004311	TELUS	10/31 SEWER	12/11/2015	531-0773 CELL PHONE	62.15
				Invoice Count 2 Total	124.30
Report Total					18,222.37

*Berna White*

*Nov 13/2015*

# Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED PAYMENTS GENERAL  
Cheque Date 30/10/2015 to 31/12/2015  
Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 000275		Date 09/11/2015	Amount	12,587.04	
000294	HYDRO ONE NETWORKS INC	200029078446-105	04/11/2015	8560 KWH- 431 QUEEN ST	2,244.00
000294	HYDRO ONE NETWORKS INC	200120294216-105	04/11/2015	32,640KWH- 201 GYPSY LANI	7,831.09
000294	HYDRO ONE NETWORKS INC	200026670523	05/11/2015	10,951 KWH-103 QUEEN STLI	2,511.95
				Invoice Count	3 Total 12,587.04
Cheque 000276		Date 09/11/2015	Amount	79.51	
000687	WESTARIO POWER INC.	300208302	05/11/2015	428 KWH-PARK DR BALL PAF	79.51
				Invoice Count	1 Total 79.51
Report Total					12,666.55

*Donna White*

*Nov 13/2015*

# Accounts Payable

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

Cheque Date 30/10/2015 to 31/12/2015

Vendor 000000 to 999999

Vendor Number	Vendor Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 000298</b>		<b>Date 09/11/2015</b>	<b>Amount</b>	<b>214.52</b>	
003224	HURONTEL	1167 6873	09/11/2015	STANDPIPE 999-1167	79.04
003224	HURONTEL	1168 6875	09/11/2015	WELL 3 999-1168	67.74
003224	HURONTEL	1169 6878	09/11/2015	WELL 4 1169	67.74
			Invoice Count	3	Total 214.52
<b>Cheque 000299</b>		<b>Date 09/11/2015</b>	<b>Amount</b>	<b>85.40</b>	
002697	TUCKERSMITH COMMUNICATIONS	9131 83709	09/11/2015	BLYTH WELL 523-9131	85.40
			Invoice Count	1	Total 85.40
<b>Cheque 000300</b>		<b>Date 09/11/2015</b>	<b>Amount</b>	<b>2,779.45</b>	
000687	WESTARIO POWER INC.	2103197406	09/11/2015	WELL 4 SEPT USAGE	2,779.45
			Invoice Count	1	Total 2,779.45
<b>Cheque 000301</b>		<b>Date 12/11/2015</b>	<b>Amount</b>	<b>49.39</b>	
000687	WESTARIO POWER INC.	2103198175	12/11/2015	435 MINNIE ST OCT USAGE	49.39
			Invoice Count	1	Total 49.39
<b>Report Total</b>					<b>3,128.76</b>

*Donna White*

*Nov 13/2015*



**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Donna White  
**DATE:** November 16, 2015  
**SUBJECT:** Finance and Treasury  
**ATTACHMENTS:** 1) A Munro LMP – MTCU Reconciliation & Report, 2) Legion Tax Write-off Spread Sheet, 3) Building Bridges letter, 4) YTD Report

## RECOMMENDATION:

THAT the Department Activity Report of the Director of Finance dated November 16, is hereby received for information purposes.

## EXECUTIVE SUMMARY

The Director of Finance provides periodic updates to Council on activities within the Finance and Treasury Department.

## DISCUSSION

- 1) A. Munro LMP Project – External Audit completed by Vodden, Bender and Seebach and approved by the Ministry of Training, Colleges & Universities. The total project revenue was \$329,802.53 and the total expenses were \$255,733.66 which resulted in an overpayment in the amount of \$74,068.87 which has to be returned to the Ministry and is included in the A/P listing.
- 2) The Interim Audit was completed by Vodden, Bender & Seebach on October 20 & October 21
- 3) Keystone Software training for new staff members has been scheduled for November 30<sup>th</sup>
- 4) Final tax installment due on November 25, 2015
- 5) Participated in payroll package upgrade demonstrations
- 6) YTD review and 2016 Budget meeting held with SMT – staff working on first draft of budget
- 7) Attended the Annual Treasurer’s Forum in London on November 5, 2015
- 8) Upcoming meetings – Citywide Software/Asset Management update for Phase 2 of the Plan and 2016 Benefits renewal meeting to be held on November 17, 2015
- 9) Completed “Joint Purchasing Pilot Project” Survey which is a task arising from the Shared Services meetings
- 10) OCIF Notification of selection to move forward to round two of the application phase for the Patrick Street project – Full Application due on December 16, 2015 – not a guarantee of approval. The total project cost was estimated at \$319,017.60 (net of tax rebate) and funding requested @ 75% in the amount of \$239,263.20. If successful, the township would budget for the remaining \$79,754.40 which would be shared amongst roads and utilities.
- 11) Building Bridges – letter was received from the Building Bridges to Our Future Committee regarding the Gala Dinner they plan to hold as a fundraiser in May, 2016. They have requested council to waive the rental fees of the arena floor for the Saturday event as well as the Friday night for set up. As per the new donation and fee waiving policy, council would be charging the reduced community rate as their contribution to the event. Their total cost at the reduced rate would be \$740.44 including HST as opposed to \$917.18 and therefore the Township’s contribution to the event would be \$176.74.

12) 2015 Wingham and Blyth Legion Tax Write-offs as per County of Huron by-law - \$9,975.84

13) YTD reports – the Treasurer has been working on a variety of new reporting formats for YTD reports for council – one of the new reports is included in the agenda package. This condensed version would be provided monthly and in addition to the existing quarterly report. Please review and provide comments on clarity.

**FINANCIAL IMPACT**

Phase 2 of the Asset Management Plan will be incorporated into the 2016 Budget along with the Township of North Huron’s portion of Patrick Street if the application is successful in the second phase of the application process.

**FUTURE CONSIDERATIONS**

2016 Budget process is underway and Council will be updated on the progress.


**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

  
\_\_\_\_\_  
Donna White, Treasurer

  
\_\_\_\_\_  
Name, Role

Alice Munro LMP Project			
Revenue			
23-Jun-14		TCU EO Contract	75,000.00
9-Jan-15		TCU EO Contract	75,000.00
30-Jan-15		TCU EO Contract	27,301.00
6-Mar-15		TCU EO Contract	1,000.00
10-Jul-15		TCU EO Contract	90,799.00
Total Grant Revenue			269,100.00
Partner Revenue			
		Township of North Huron	15,000.00
		Municipality of Central Huron	15,000.00
		Municipality of Morris-Turnberry	15,000.00
		County of Huron	15,000.00
Total Partner Revenue			60,000.00
Interest Earned			702.53
Total Revenue Received			329,802.53
Expenses			
	Staff Wages/Mercs		94,451.99
	Bank Interest		
	Utilities		
	Materials/Supplies		8,622.93
	insurance		
	Disability Needs		
	Professional - Intn Tourism		33,906.27
	Professional - Literacy		17,905.69
	Professional - Digital Tech		18,010.63
	Professional - Festival Dev		47,945.96
	Professional - Museum Dev		18,010.64
	Travel		5,262.67
	Rental of Premises		2,751.11
	Leasing/Purchase		6,153.45
	Audit Costs		712.32
	Capital Assets		
	Follow Up Survey		2,000.00
Total Expenses			255,733.66
Amount to be returned to Ministry			74,068.87

Ministry of Training, Colleges and Universities

Program: Labour Market Partnership

Project: The Alice Munro Project

MTCU Reconciliation Report

Service Provider Name: Township of North Huron

PO #: 22822

Service Provider Site ID: 5045A

The Alice Munro Project				
Budget Line	Approved Allocation (as per current Schedule B)	Audited Expenditure <sup>1</sup>	Variance	MTCU Approved Expenditures
	(a)	(b)	(c) = a - b	(d) = min(a,b)
Activity-Related Direct Project Costs	\$299,000.00	\$193,733.66	\$105,266.34	\$193,733.66
Project-Related Support Costs			\$0.00	\$0.00
Capital Costs			\$0.00	\$0.00
Follow-Up Survey Costs	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
<b>TOTAL</b>	<b>\$301,000.00</b>	<b>\$195,733.66</b>	<b>\$105,266.34</b>	<b>\$195,733.66</b>
Partnership (Cash and In-kind) Contribution				\$3,400.00
Summary				
Approved Allocation (as per current The Alice Munro Project Schedule B)			(e) = a	\$301,000.00
Total MTCU Payments			(f)	\$269,100.00
Interest Earned <sup>1</sup>			(g)	\$702.53
Total MTCU Approved Expenditures			(l) = d	\$195,733.66
Interest (Ministry calculated: 3% annual on surplus funds; only applies if no interest is reported on SRER)			(f + g - i) x 3% x 3	\$0.00
Funds Due to Ministry			(k) = f + g - i + j	\$74,068.87

Notes:

<sup>1</sup> Per Statement of Revenue and Expenditure Report

Signoff:

Karen Connolly

Date: Oct 30/15

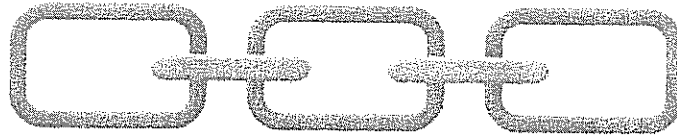
Name:

Karen Connolly

Title:

Manager, Controllership and Accountability





Building Bridges to Our Future  
LINKING EDUCATION & COMMUNITY

RECEIVED

NOV - 3 2015

TOWNSHIP OF NORTH HURON

October 30, 2015

Dear North Huron Council,

We are approaching Council to consider our Donation Request Form.

Building Bridges to Our Future Events Committee would like to host a Gala Dinner in May 2016. We would like North Huron council's support by waiving the fees for the cost of Arena Floor Rental of \$731.86. We would also appreciate your support in allowing the committee to decorate the Friday night before the event at no additional rental cost. The proceeds from the Gala will help support our Campaign to upgrade the sports fields and track at F. E. Madill SS.

Building Bridges to Our Future is a Charitable Organization # 13355 2091 RR0001.

Thank you for your continued support.

Building Bridges Co-Chairs,

*Karri-Anne Cameron*

*Teresa Becker*

Nov 12, 2015

Income Statement Summary Type - Income Statement

Account Number	Account Description	2014 Budget	2014 YTD Actual	2015 Budget	2015 YTD Actual	Budget Percentage Used	Budget Remaining
5100	Licenses and Permits	71,000.00	43,108.31	56,000.00	60,323.22	107.72%	(4,323.22)
5101	Marriage Licenses	1,200.00	1,924.00	1,200.00	1,360.00	113.33%	(160.00)
5102	Civil Marriages	1,300.00	4,000.00	1,300.00	3,000.00	230.77%	(1,700.00)
5103	ESTC Revenue	341,825.00	147,729.55	239,745.00	123,899.44	51.68%	115,845.56
5105	Fines	3,200.00	2,375.00	3,200.00	2,200.00	68.75%	1,000.00
5110	Donations	49,240.00	38,640.00	5,268.00	24,303.00	461.33%	(19,035.00)
5115	Interest Income	32,000.00	90,818.55	34,678.00	69,928.38	201.65%	(35,250.38)
5117	Penalty & Interest on Taxes	60,000.00	85,545.71	60,000.00	72,576.39	120.96%	(12,576.39)
5118	Interest A/R Program	500.00	1,200.49	500.00	613.47	122.69%	(113.47)
5120	Misc Revenue	11,750.00	166,057.49	13,250.00	35,367.88	266.93%	(22,117.88)
5125	Transfer from Reserve	1,108,848.00	1,696,966.18	540,369.00	16,616.72	3.08%	523,752.28
5131	Clothing/Equipment Sales	0.00	0.00	0.00	0.00	0.00%	0.00
5132	Sign/Pool Permits	1,200.00	377.00	1,200.00	1,919.50	159.96%	(719.50)
5133	Property Standards Inspections	1,400.00	0.00	100.00	90.00	90.00%	10.00
5200	Admissions/Rentals	296,916.00	287,218.68	245,811.00	217,981.90	88.68%	27,829.10
5205	User Fees	694,933.00	661,272.22	681,193.00	580,231.55	85.18%	100,961.45
5210	Memberships/Pass	202,547.00	244,297.58	227,488.00	189,432.36	83.27%	38,055.64
5250	Advertising	13,935.00	13,620.45	13,097.00	15,571.38	118.89%	(2,474.38)
5255	Sales	92,200.00	105,219.21	94,100.00	59,651.41	63.39%	34,448.59
5260	Vending	7,600.00	11,579.92	10,750.00	6,421.34	59.73%	4,328.66
5270	Room Space Rental	12,700.00	16,423.17	15,200.00	17,057.13	112.22%	(1,857.13)
5275	Ice Rentals	256,000.00	262,294.59	247,000.00	169,351.62	68.56%	77,648.38
5280	Grants/Levies	7,488.00	5,876.36	138,641.00	18,380.40	13.26%	120,260.60
5282	Unconditional Grants/OMPF	1,383,800.00	1,383,800.00	1,284,200.00	1,284,200.00	100.00%	0.00
5286	Conditional Grants	143,260.00	288,461.45	474,200.00	664,001.87	140.03%	(189,801.87)
5288	Conditional Grants - Canada	0.00	0.00	0.00	0.00	0.00%	0.00
5290	Revenue - Other Municipalities	612,636.00	652,321.57	597,809.00	581,807.11	97.32%	16,001.89
5300	Plot Sales	20,000.00	27,205.00	20,000.00	42,300.00	211.50%	(22,300.00)
5305	Grave Openings	27,000.00	46,775.00	27,000.00	33,537.50	124.21%	(6,537.50)
5310	Foundation/Vault Sales	3,600.00	0.00	600.00	0.00	0.00%	600.00
5370	Perpetual Care Interest	5,000.00	4,985.15	5,000.00	3,415.29	68.31%	1,584.71
5375	Monument Care Interest	350.00	329.48	350.00	330.28	94.37%	19.72
5400	Bag tags	78,000.00	83,114.00	80,000.00	67,911.50	84.89%	12,088.50
5410	Tipping Fees	45,000.00	70,716.03	50,000.00	66,058.17	132.12%	(16,058.17)
5420	Recycling Revenue	30,000.00	48,409.99	30,000.00	36,657.37	122.19%	(6,657.37)
5450	Streetlight Revenue	5,650.00	4,627.97	5,915.00	0.00	0.00%	5,915.00
5480	Public Works Income	71,000.00	79,840.98	100,000.00	51,974.17	51.97%	48,025.83
5505	Fee Subsidy (County)	134,122.00	171,941.10	149,025.00	131,354.15	88.14%	17,670.85
5510	Program Assistant	8,000.00	6,364.00	9,000.00	9,873.40	109.70%	(873.40)

Income Statement Summary Type - Income Statement

Account Number	Account Description	2014 Budget	2014 YTD Actual	2015 Budget	2015 YTD Actual	Budget Percentage Used	Budget Remaining
5515	Wage Subsidy	127,987.00	142,410.00	127,987.00	109,392.30	85.47%	18,594.70
5520	Health & Safety Grant	3,100.00	3,130.66	6,052.00	15,355.58	253.73%	(9,303.58)
5521	Wage Improvement	0.00	0.00	0.00	37,081.51	0.00%	(37,081.51)
5525	OEY Admin Fee	8,820.00	8,820.00	8,820.00	8,820.00	100.00%	0.00
5600	Wingham Residential	747,530.00	753,475.05	773,683.00	611,737.34	79.07%	161,945.66
5605	Blyth Residential	288,000.00	286,735.01	298,080.00	247,469.59	83.02%	50,610.41
5610	East Wawanosh Residential	11,200.00	11,190.10	11,592.00	9,544.80	82.34%	2,047.20
5620	Wingham Commercial	167,000.00	143,282.03	172,845.00	124,917.40	72.27%	47,927.60
5625	Blyth Commercial	33,000.00	40,097.14	34,155.00	33,002.44	96.63%	1,152.56
5630	Installations/Connections	14,850.00	2,500.00	10,000.00	6,000.00	60.00%	4,000.00
5640	Fire Protection Revenue	4,100.00	4,152.38	4,100.00	3,964.70	96.70%	135.30
5650	Billing Revenue	24,000.00	25,531.24	24,000.00	6,278.88	26.16%	17,721.12
5675	Long Term Reserves	405,000.00	408,263.70	610,500.00	490,663.25	80.37%	119,836.75
5680	Frontage & Connection	6,500.00	6,536.89	6,500.00	6,536.89	100.57%	(36.89)
5685	Braemar Agreement	9,338.00	9,337.56	9,338.00	7,249.50	77.63%	2,088.50
5700	Zoning Certificates	7,200.00	24,978.73	15,200.00	17,470.00	114.93%	(2,270.00)
5710	Planning Applications	2,500.00	5,060.00	2,500.00	11,360.00	454.40%	(8,860.00)
5800	Tile Drain Revenue	0.00	0.00	0.00	0.00	0.00%	0.00
5805	Municipal Drain Revenue	2,000.00	6,355.26	2,000.00	(60,972.72)	-3,048.64%	62,972.72
5900	P.L.S./Supps	55,000.00	58,347.43	55,000.00	53,370.57	97.04%	1,629.43
		7,752,325.00	8,695,639.36	7,635,541.00	6,398,939.93		1,236,601.07
6100	Salaries & Wages FT	(3,490,027.00)	(3,371,969.25)	(3,484,933.00)	(2,787,730.22)	79.99%	(697,202.78)
6110	Wages -PT	(831,903.00)	(863,435.84)	(811,001.00)	(667,335.20)	82.29%	(143,665.80)
6120	Benefits - FT	(978,518.00)	(924,175.29)	(980,052.00)	(792,758.80)	80.89%	(187,293.20)
6125	Benefits - PT	(37,214.00)	(20,916.13)	(37,603.00)	(17,408.84)	46.30%	(20,194.16)
6130	Overtime	(64,000.00)	(122,427.71)	(74,130.00)	(62,104.58)	83.78%	(12,025.42)
6150	Honorarium	(90,000.00)	(75,068.98)	(89,500.00)	(58,298.34)	65.14%	(31,201.66)
6200	Clothing/Uniforms	(45,106.00)	(27,649.72)	(41,900.00)	(26,605.77)	63.50%	(15,294.23)
6205	Meeting Allowance	(12,850.00)	(9,340.00)	(13,400.00)	(4,360.00)	32.54%	(9,040.00)
6210	Subscriptions/Memberships	(23,836.00)	(16,735.98)	(22,816.00)	(16,236.36)	71.16%	(6,579.64)
6220	Training/Travel/Workshops	(126,060.00)	(105,933.92)	(109,854.00)	(63,412.01)	57.72%	(46,441.99)
6223	Mileage - Instructors	(18,379.00)	(3,242.80)	(3,600.00)	(1,781.19)	49.48%	(1,818.81)
6224	Meal Expense - ESTC Instructor	(6,040.00)	(842.08)	(2,600.00)	(754.20)	29.01%	(1,845.80)
6225	Accommodations	(11,480.00)	(8,243.64)	(4,000.00)	(3,490.70)	87.27%	(509.30)
6230	Health & Safety	(14,848.00)	(9,895.43)	(12,500.00)	(4,313.03)	34.50%	(8,186.97)
6240	Advertising/Promtion	(61,321.00)	(57,184.10)	(61,390.00)	(34,320.96)	55.91%	(27,069.04)
6250	Office Supplies	(47,821.00)	(36,341.49)	(39,051.00)	(23,700.73)	60.69%	(15,350.27)
6255	Postage/Courier	(14,062.00)	(12,345.15)	(13,460.00)	(10,947.55)	81.33%	(2,512.45)

Income Statement Summary Type - Income Statement

Account Number	Account Description	2014 Budget	2014 YTD Actual	2015 Budget	2015 YTD Actual	Budget Percentage Used	Budget Remaining
6260	Phone/Fax/Internet	(48,935.00)	(39,769.28)	(45,162.00)	(37,098.66)	82.15%	(8,063.34)
6265	Lease/Copier	(5,208.00)	(3,586.80)	(4,950.00)	(3,805.10)	76.87%	(1,144.90)
6270	Insurance	(180,929.00)	(177,263.06)	(187,360.00)	(191,829.09)	102.39%	4,469.09
6280	Legal/Accounting	(62,630.00)	(40,891.01)	(64,780.00)	(34,506.70)	53.27%	(30,273.30)
6282	Tax Write-offs/Refunds	(25,000.00)	(22,817.20)	(25,000.00)	(19,412.62)	77.65%	(5,587.38)
6283	Tax Collection	(1,000.00)	(454.10)	(1,000.00)	(172.18)	17.22%	(827.82)
6284	Bank Fees/Charges	(1,500.00)	(671.71)	(1,000.00)	(1,597.01)	159.70%	597.01
6285	Service Awards	(925.00)	(832.99)	(300.00)	(270.17)	90.06%	(29.83)
6287	Rental Properties Expense	(200.00)	(1,074.26)	(500.00)	(463.48)	92.70%	(36.52)
6290	Materials/Supplies	(215,879.00)	(195,049.80)	(204,349.00)	(146,662.61)	71.77%	(57,686.39)
6291	Economic Dev - Special Projects	(60,000.00)	(149,936.74)	(330,414.00)	(248,554.54)	75.23%	(81,859.46)
6292	Misc Expense	(57,030.00)	(51,716.55)	(19,500.00)	(12,202.60)	62.58%	(7,297.40)
6293	Council Contingency	(10,000.00)	(10,556.59)	(10,500.00)	(2,044.96)	19.48%	(8,455.04)
6295	Transfer to Reserve	(737,578.00)	(1,847,143.71)	(1,022,217.00)	(115,567.00)	11.31%	(906,650.00)
6300	Bldg Repair/Maintenance	(176,451.00)	(124,229.03)	(153,851.00)	(61,607.70)	40.04%	(92,243.30)
6310	Taxes	(39,925.00)	(40,476.95)	(41,455.00)	(42,819.19)	103.29%	1,364.19
6320	Janitorial Supplies	(23,601.00)	(21,693.75)	(23,301.00)	(18,178.28)	78.02%	(5,122.72)
6330	Inspections/Contracts	(283,018.00)	(259,403.91)	(416,721.00)	(277,633.67)	66.62%	(139,087.33)
6335	Contract - Fire Dispatch	(17,881.00)	(15,166.92)	(21,936.00)	(20,132.78)	91.78%	(1,803.22)
6340	Engineering	(68,000.00)	(52,377.69)	(73,850.00)	(40,698.25)	55.11%	(33,151.75)
6350	Electricity	(475,246.00)	(499,599.87)	(540,375.00)	(422,446.11)	78.18%	(117,928.89)
6360	Water/Sewer	(32,935.00)	(29,616.39)	(35,295.00)	(26,001.51)	73.67%	(9,293.49)
6370	Natural Gas/Heat	(55,140.00)	(51,529.85)	(52,559.00)	(25,422.14)	48.37%	(27,136.86)
6375	Propane	(58,934.00)	(63,058.74)	(61,010.00)	(27,446.53)	44.99%	(33,563.47)
6380	Waste Disposal	(17,930.00)	(19,287.80)	(14,411.00)	(12,777.55)	88.67%	(1,633.45)
6390	Snowplowing	(41,051.00)	(28,439.49)	(32,394.00)	(651.00)	2.01%	(31,743.00)
6400	Equip Repair/Maintenance	(348,794.00)	(324,457.94)	(331,976.00)	(265,767.56)	80.06%	(66,208.44)
6410	Fuel	(208,020.00)	(216,552.71)	(205,013.00)	(137,797.01)	67.21%	(67,215.99)
6415	Loose Top Maintenance	(85,000.00)	(120,478.49)	(100,000.00)	(148,462.31)	148.46%	48,462.31
6420	Hard Top Maintenance	(17,000.00)	(24,283.23)	(25,000.00)	(33,413.07)	133.65%	8,413.07
6425	Winter Control	(26,000.00)	(18,657.26)	(18,500.00)	(6,184.05)	33.43%	(12,315.95)
6427	Salt & Sand	(30,000.00)	(26,945.16)	(30,000.00)	(26,471.45)	88.24%	(3,528.55)
6440	Catch Basin Repair/Cleaning	(8,750.00)	(4,874.14)	(6,500.00)	(11,225.94)	172.71%	4,725.94
6445	Street Signs	(6,000.00)	(6,525.48)	(4,500.00)	(274.29)	6.10%	(4,225.71)
6450	Drains	(7,500.00)	(4,470.06)	(5,500.00)	(3,018.56)	54.88%	(2,481.44)
6455	Pit Licence	(3,000.00)	(2,239.49)	(2,500.00)	0.00	0.00%	(2,500.00)
6460	Bridges & Culverts	(7,500.00)	(5,595.38)	(6,500.00)	(3,169.32)	48.76%	(3,330.68)
6465	Tree Removal/Planting	(20,250.00)	(16,026.41)	(20,000.00)	(8,494.57)	42.47%	(11,505.43)
6470	Licence Fees	(7,800.00)	(8,737.00)	(9,500.00)	(3,398.24)	35.77%	(6,101.76)

Income Statement Summary Type - Income Statement

Account Number	Account Description	2014 Budget	2014 YTD Actual	2015 Budget	2015 YTD Actual	Budget Percentage Used	Budget Remaining
6472	Radio Equipment	(6,693.00)	(7,644.94)	(4,437.00)	(3,954.76)	89.13%	(482.24)
6480	Traffic Lights	0.00	0.00	(1,800.00)	(1,228.57)	68.25%	(571.43)
6481	Wingham Consumption	(73,500.00)	(90,535.42)	(96,000.00)	(65,623.99)	68.36%	(30,376.01)
6482	Wingham S/L Repair & Maintena	(8,500.00)	(11,871.54)	(8,700.00)	(3,569.71)	41.03%	(5,130.29)
6483	Blyth Consumption	(24,000.00)	(22,609.09)	(25,200.00)	(18,317.77)	72.69%	(6,882.23)
6484	Blyth S/L Repairs & Maintenance	(5,000.00)	(3,885.59)	(5,500.00)	(2,183.22)	39.69%	(3,316.78)
6485	Humphrey Consumption	(2,600.00)	(2,264.81)	(2,720.00)	(2,037.58)	74.91%	(682.42)
6487	Auburn Consumption	(1,000.00)	(780.13)	(1,050.00)	(780.02)	74.29%	(269.98)
6488	Whitechurch S/L	(600.00)	(240.04)	(620.00)	(168.78)	27.22%	(451.22)
6489	Hutton Heights Consumption	(1,450.00)	(1,297.93)	(1,525.00)	(1,027.67)	67.39%	(497.33)
6490	Landfill Operating Expense	(60,000.00)	(29,910.57)	(54,000.00)	(33,065.90)	61.23%	(20,934.10)
6492	Landfill Annual Costs	(50,000.00)	(36,974.33)	(50,000.00)	(28,568.09)	57.14%	(21,431.91)
6494	Pest Control	(1,200.00)	(1,438.37)	(1,400.00)	(1,170.20)	83.59%	(229.80)
6496	Waste Bins	(17,000.00)	(9,590.46)	(6,200.00)	(4,222.23)	68.10%	(1,977.77)
6498	Garbage Collection	(115,000.00)	(99,986.08)	(110,127.00)	(90,130.13)	81.84%	(19,996.87)
6499	Recycling Costs	(87,300.00)	(96,753.74)	(88,610.00)	(59,418.16)	67.06%	(29,191.84)
6510	Chemicals	(41,617.00)	(25,151.73)	(41,617.00)	(25,367.76)	60.96%	(16,249.24)
6512	Lab Services/Supplies	(32,763.00)	(27,473.58)	(38,443.00)	(23,555.14)	61.27%	(14,887.86)
6513	Billing/Collecting	(21,000.00)	(19,415.11)	(21,000.00)	(19,052.12)	90.72%	(1,947.88)
6514	Distribution/Collection Maintenanc	(131,350.00)	(71,732.92)	(105,050.00)	(61,744.57)	58.78%	(43,305.43)
6515	Sludge Disposal	(8,000.00)	(4,697.30)	(48,000.00)	(73,261.09)	152.63%	25,261.09
6516	M-T Belgrave Water System	(23,690.00)	(23,997.66)	(24,500.00)	(26,621.65)	108.66%	2,121.65
6517	Source Water Protection	(35,160.00)	(16,934.25)	(83,000.00)	0.00	0.00%	(83,000.00)
6650	Communication System	(36,000.00)	(31,023.86)	(36,000.00)	(27,347.62)	75.97%	(8,652.38)
6660	Animal Control Officer	(2,500.00)	(757.00)	(2,000.00)	(367.43)	18.37%	(1,632.57)
6670	Livestock Claims	(1,500.00)	(846.39)	(1,500.00)	0.00	0.00%	(1,500.00)
6680	MVCA Levy	(76,484.00)	(76,484.00)	(80,230.00)	(80,230.00)	100.00%	0.00
6685	OPTIC	(10,000.00)	(10,264.81)	(10,000.00)	(8,462.63)	84.63%	(1,537.37)
6686	CISO	(3,500.00)	(3,098.45)	(3,500.00)	(311.67)	8.90%	(3,188.33)
6690	OPP Policing	(218,827.00)	(194,850.00)	(242,577.00)	(171,149.00)	70.55%	(71,428.00)
6700	Program Occupancy	(2,200.00)	(1,444.96)	(2,300.00)	(889.49)	38.67%	(1,410.51)
6702	Program Supplies	(14,500.00)	(15,538.78)	(11,500.00)	(19,589.92)	170.35%	8,089.92
6704	Food	(73,174.00)	(56,271.39)	(64,937.00)	(44,896.46)	69.14%	(20,040.54)
6706	Rent	(7,940.00)	(2,488.15)	(7,640.00)	(773.38)	10.12%	(6,866.62)
6708	Administration Fee	(8,820.00)	(8,820.00)	(8,820.00)	(8,820.00)	100.00%	0.00
6710	Health & Safety Projects	(3,100.00)	(2,819.26)	(3,295.00)	(763.26)	23.16%	(2,531.74)
6740	Socan	(200.00)	(370.14)	(200.00)	(370.14)	185.07%	170.14
6745	Flowers/Planters	(6,400.00)	(5,834.00)	(6,400.00)	(5,534.97)	86.48%	(865.03)
6750	Community Partnership Fund	(11,800.00)	(10,900.00)	(11,800.00)	(10,391.56)	88.06%	(1,408.44)

Income Statement Summary Type - Income Statement

Account Number	Account Description	2014 Budget	2014 YTD Actual	2015 Budget	2015 YTD Actual	Budget Percentage Used	Budget Remaining
6752	Web Site Updates	(1,000.00)	(1,304.96)	(2,500.00)	(2,311.02)	92.44%	(188.98)
6790	Generator Expense	(1,032.00)	0.00	(1,000.00)	(502.54)	50.25%	(497.46)
6795	Public Education	(8,464.00)	(3,598.59)	(6,986.00)	(3,163.70)	45.29%	(3,822.30)
6800	Civil Marriage Fees	(800.00)	(1,600.00)	(800.00)	(900.00)	112.50%	100.00
6805	Municipal/Tile Drain	0.00	0.00	0.00	0.00	0.00%	0.00
6870	Foundations	(2,000.00)	0.00	(250.00)	0.00	0.00%	(250.00)
6880	Blyth Cemetery Maintenance	(6,000.00)	(8,499.11)	(4,500.00)	(7,704.65)	171.21%	3,204.65
6900	Loan - Principal	(264,754.76)	(579,004.19)	(175,131.72)	(131,561.90)	75.12%	(43,569.82)
6902	Loan - Interest	(67,505.78)	(101,387.45)	(82,244.28)	(67,649.06)	82.25%	(14,595.22)
6910	Studies	(18,000.00)	(18,216.10)	(10,000.00)	0.00	0.00%	(10,000.00)
6915	Asset Management	(7,500.00)	(4,590.34)	(5,000.00)	(4,436.62)	88.73%	(563.38)
6950	Depreciation	0.00	(1,654,913.97)	0.00	0.00	0.00%	0.00
6955	Gain/Loss on Disposal	0.00	33,513.12	0.00	44,057.49	0.00%	(44,057.49)
6990	Capital	(1,573,940.00)	0.00	(951,801.00)	(464,066.95)	48.76%	(487,734.05)
		<u>(12,521,369.54)</u>	<u>(13,558,832.82)</u>	<u>(12,503,880.00)</u>	<u>(8,576,441.87)</u>		<u>(3,927,438.13)</u>
		<u>(4,769,044.54)</u>	<u>(4,863,193.46)</u>	<u>(4,868,339.00)</u>	<u>(2,177,501.94)</u>		<u>(2,690,837.06)</u>
		<u>(4,769,044.54)</u>	<u>(4,863,193.46)</u>	<u>(4,868,339.00)</u>	<u>(2,177,501.94)</u>		<u>(2,690,837.06)</u>



## 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:** November 16, 2015  
**SUBJECT:** Hosting Regional Sears Drama Festival at Blyth Memorial Community Hall  
**ATTACHMENTS:**

---

### RECOMMENDATION:

THAT the Council of the Township of North Huron rent Blyth Memorial Hall for the purposes of the Regional Sears Drama Festival for a blanket rate of \$1,000.00 plus HST for the dates of February 28-March 6, 2016.

AND FURTHER THAT in light of this in-kind donation that Council request that the Regional Sears Drama Festival recognize the Township of North Huron as an event sponsor.

### EXECUTIVE SUMMARY

Sears Drama Festival is a showcase & competition for schools from throughout the region. It is a festival that often introduces students to leadership through the arts. In 2016, Goderich District Collegiate Institute is hosting. The Blyth Festival is trying to convince them to bring it the Blyth Memorial Community Hall. The event would showcase the facility, the community and the Blyth Festival to all participants and audiences during the Sears Drama Festival. For more information on the festival visit [www.searsdramafestival.com](http://www.searsdramafestival.com).

The Blyth Festival is providing in-kind services by offering their equipment, ticket services and rehearsal halls to help bring this event to North Huron and Blyth Memorial Hall.

If Council agrees with the proposed blanket fee for the Festival, it is recommended that North Huron request recognition as a sponsor or donor to the event.

### DISCUSSION

The Township of North Huron has offered "blanket rates" to groups renting multiple nights to make use of the facility affordable. The regular rate would be \$470 plus HST per day, for six days that total would be \$2,825.16 plus HST. The suggested rate is \$1,000 plus HST to make this event affordable.

The Township of North Huron has a Joint Use Agreement with the Avon Maitland School Board to allow for use of North Huron facilities. This event exceeds the hours of usage inside the agreement, but does fall in the spirit of the agreement. There are no other bookings planned for these dates at Blyth Memorial Community Hall.

The anticipated participation at the Regional Sears Drama Festival would be 11 schools, and audiences are anticipated to total 1200 for the six days. There would be likely over 200 students participating all week for full days including workshops and seminars.

Audiences do pay to attend the shows, and proceeds are used to pay for the expenses of the event. The event is not a fundraiser and does not enjoy profits.

**FINANCIAL IMPACT**

The proposed blanket rental rate is \$1,000. The regular rent for all spaces (Lower Hall, Art Gallery, and Theatre) for the six days would be \$2,825.16.

**FUTURE CONSIDERATIONS**

During the event, it would be anticipated that North Huron would play a role in welcoming the Regional Sears Drama Festival as part of the opening night ceremonies.

If the event is confirmed to take place in Blyth, the BBIA would be contacted to see how local businesses could be involved.

**RELATIONSHIP TO STRATEGIC PLAN**

This event will help showcase Blyth as the Cultural Centre of Huron County which is one of the action items under the outcome in the NH Strategic Plan that Tourism is a driver in economic development, under the goal that *Our Community is attractive to new business and residents.*

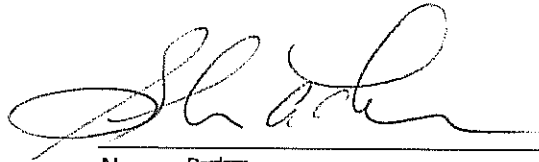
**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac PL

Fire Chief \_\_\_\_\_ Police Chief \_\_\_\_\_ Other \_\_\_\_\_



\_\_\_\_\_  
Pat Newson, Director of Recreation and Facilities



\_\_\_\_\_  
Name, Role



## TOWNSHIP OF NORTH HURON

## REPORT

Item No. 16.5.2

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Pat Newson, Director of Recreation and Facilities  
**DATE:** November 16, 2015  
**SUBJECT:** Wingham Columbus Centre Trillium Grant Application  
**ATTACHMENTS:**

---

### RECOMMENDATION:

THAT the Council of the Township of North Huron supports the Wingham Columbus Centre application to the Ontario Trillium Foundation for a renovation project for the North Huron Westcast Community Complex Hall, Kitchen and Meeting Room at the Wingham Columbus Centre.

AND FURTHER THAT all building renovations must have final approval by the Township of North Huron and comply with the Ontario Building Code, Electrical Code, Fire Code, and Health Code, and installers will be certified professionals in their respective fields with appropriate levels of liability insurance. The Knights of Columbus Centre is an assembly occupancy building and some components of this renovation will require engineered stamped drawings and commitment to review. During construction all Ministry of Labour Health and Safety practices are followed.

### EXECUTIVE SUMMARY

The Wingham Columbus Centre is working toward renovations for the hall, kitchen and lounge at the North Huron Westcast Community Complex. Representatives from this organization attended Council on November 2, 2015 as a delegation to inform Council of their plans. As part of the Trillium Grant Application, they require a letter of support and motion from Council as the building owner.

### DISCUSSION

The Knights of Columbus Hall at the North Huron Westcast Community Complex is owned by the Township of North Huron, but operated by the Wingham Columbus Centre.

The Wingham Columbus Centre is planning to submit an Ontario Trillium Foundation application for the January 6, 2016 intake date. If approved the work would be completed by December 2016. The project is expected to include:

- \$40,000 sound system upgrades
- \$35,000-\$40,000 kitchen equipment upgrades
- \$10,000 for bathroom countertops
- \$55,000-\$60,000 for the meeting room improvements to include flooring, wall finishes and new furniture
- \$35,000 to paint main hall and install sound buffers along the walls

At this point in their planning, pricing is not firmed up yet, and they plan to use volunteer labour for as much of the project as they can.

It is recommended that Council support the Trillium Application and the Wingham Columbus Centre renovation project, however as with any renovation in a municipally owned facility, the Township

will require that the improvements meet building, fire, health and electrical codes, and that all required permits be acquired for the improvements. Any equipment or improvements that are permanent to the facility need to be industrial and commercial grade improvements. For this reason it is recommended that Council require the Wingham Columbus Centre to provide final details for Council approval for the renovation project. At this stage of the project, these details are not available for Council's consideration. At this stage, the Wingham Columbus Centre is seeking funding sources from the Ontario Trillium Foundation.

**FINANCIAL IMPACT**

Bill McGrath has provided information from the Wingham Columbus Centre and estimates the total project improvements to cost \$175,000-\$185,000, (breakdown is included in this report). In their presentation to Council they did not request funding from the Township of North Huron.

**FUTURE CONSIDERATIONS**

Their application for funding from the Ontario Trillium Foundation may be requested over a two year period, and the success of this grant application will drive the timing and implementation of this project.

Staff have confirmed with the Ontario Trillium Foundation that this application submitted January 6, 2016, would have no impact on a future application from the Township for improvements to the Aquatic Centre at the North Huron Westcast Community Complex. Staff intend to present to Council a recommendation to apply for a grant in the fall of 2016. More details on this will be shared during 2016 budget presentations to Council.

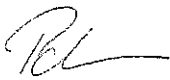
**RELATIONSHIP TO STRATEGIC PLAN**

Our community is attractive to new business and residents.  
Our residents are engaged and well informed.

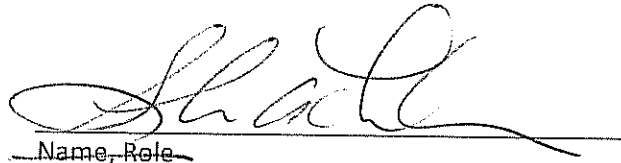
**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac PL

Fire Chief \_\_\_\_\_ Police Chief \_\_\_\_\_ Other \_\_\_\_\_



\_\_\_\_\_  
Pat Newson, Director of Recreation and  
Facilities

  
\_\_\_\_\_  
Name, Role



# TOWNSHIP OF NORTH HURON

# REPORT

Item No. 6.6.15

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Kelly Church  
**DATE:** November, 16 2015  
**SUBJECT:** Drainage Superintendent Activity Report  
**ATTACHMENTS:**

---

## RECOMMENDATION:

THAT the Activity Report of the Drainage Superintendent is hereby received for information purposes.

## EXECUTIVE SUMMARY

The Drainage Superintendent provides annual updates to Council on Drainage activities within the Municipality.

## DISCUSSION

Snell Drain improvement has commenced after a long process started back in July 2012 with the petition from landowners for improvement to the existing Snell municipal Drain. Contractor was on site November 4<sup>th</sup> digging test pits, locating existing tile and cleaning out open portion of the drain. Monday November 9<sup>th</sup> new tile was delivered to the site and contractor was continuing with locating existing tile. The contractor, A.G.Hayter out of Parkhill On. started to lay concrete tile November the 10<sup>th</sup>. The total estimated cost of the improvement will be somewhere close to \$217,000.00 and the completion date is anticipated to be early December.

Arbuckle Drain- The lower portion of this drain has been cleaned out, Morris-Turnberry had started the clean out at the outlet end and once they reached London Rd HWY 4, it was determined the drain in North Huron needed cleaning from the Hwy 4 to the bush line, this work was contracted to Ryan Construction Brussels On.

Logue Drain-Landowner called to report what he thought was a blow out, further investigation revealed a totally plugged 12" concrete tile. The tile was replaced from the catch basin 160' and reconnected to the existing tile that was free of any roots. This work was contracted to David Craig Contracting Blyth On.

Other blowout/repairs have been completed over 2015 are-Edgar/Dair Drain, Toll/Hallahan/Caldwell Drain, these drains have been repaired by the mentioned contractors.

The Municipality has eighty eight active Drains with existing branches and six Award Drains. Currently there is one Drain that has been requested a clean out, and one that is requesting improvement to an existing drain due to outlet tile too small and plugged with roots. Both are within the Toll/Hallahan/Caldwell Drain.

**FINANCIAL IMPACT**

All landowners that outlet into the Drain are responsible for the costs and a grant is awarded the Municipality to offset a portion of the Drainage Superintendents wage.

**FUTURE CONSIDERATIONS**

All drain requests that require Council approval will be brought forward as per the Drainage Act.

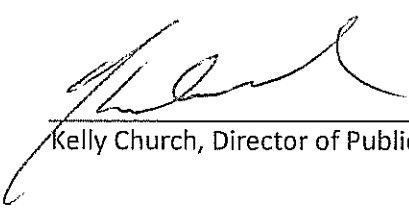
**RELATIONSHIP TO STRATEGIC PLAN**


Goal #5 Our natural environment is valued and protected.

**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



## TOWNSHIP OF NORTH HURON

## REPORT

Item No. *6.10.2*

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Kelly Church  
**DATE:** November, 16 2015  
**SUBJECT:** Fleet Complete GPS Solution Report  
**ATTACHMENTS:** Fleet Complete Proposal.

---

### RECOMMENDATION:

THAT the Report of the Director of Public Works is hereby received for information purposes.  
AND FURTHER THAT: The Council of the Municipality of North Huron approve the single sourcing of GPS tracking system for municipal vehicles to Fleet Complete-Fleet Tracker GPS Solution;  
AND FURTHER THAT: The Council of the Municipality of North Huron authorize the Director of Public Works to sign the Fleet Complete-Fleet Tracker GPS Solution contract in the amount of \$40.00 per month per vehicle for a three year contract term.

### EXECUTIVE SUMMARY

The purpose of the Fleet complete GPS Solution is to implement a fleet tracking system to gather data which will assist in the future decision making process for fleet management and fleet tracking for the Township of North Huron.

### DISCUSSION

A proposal from Fleet Complete was presented to municipal staff early in 2015.

Fleet Complete has a system called Fleet Tracker GPS Solution that provides fleet tracking to over 6000 companies in Canada. This system could be installed in all municipal vehicles. There are many benefits from this system such as saving fuel, improves maintenance tracking and document control.

- Document Control-drivers no longer required to keep detailed log books.
- Information is easily provided to Insurance Companies.
- Able to deal with resident complaints and concerns more efficiently.
- Allows for a vehicle maintenance program.
- There are safety alerts that can be sent out. When working alone, the system will send the supervisor an alert to their phone if a vehicle hasn't moved in the programmed time i.e. patrolling.
- Documents that show when the plow is down/up and the time and location, and also when material is being applied-sander on/off time and location.
- It will limit unauthorized use and saves on fuel-unnecessary idling
- These benefits and more details of the system are listed in the presentation attached to this report.

North Huron would have 10 vehicles and they are currently associated with snow removal operations.

Options that have been researched by contacting other Municipality's regarding their GPS systems and most replied that the systems they currently use do not collaborate efficiently and required expensive upfront capital costs.

Both North and East Perth have entered three year contracts with Fleet Complete.

**FINANCIAL IMPACT**

The Fleet Tracker GPS solution is \$40.00 per month per vehicle with no upfront costs. There would be a three year contract with Fleet Complete-Tracker GPS Solution.

**FUTURE CONSIDERATIONS**

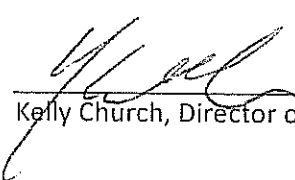
Adding all other Department vehicles could be added to Fleet Complete.

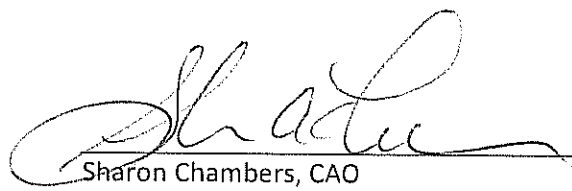
**RELATIONSHIP TO STRATEGIC PLAN**

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



# Fleet Complete Proposal

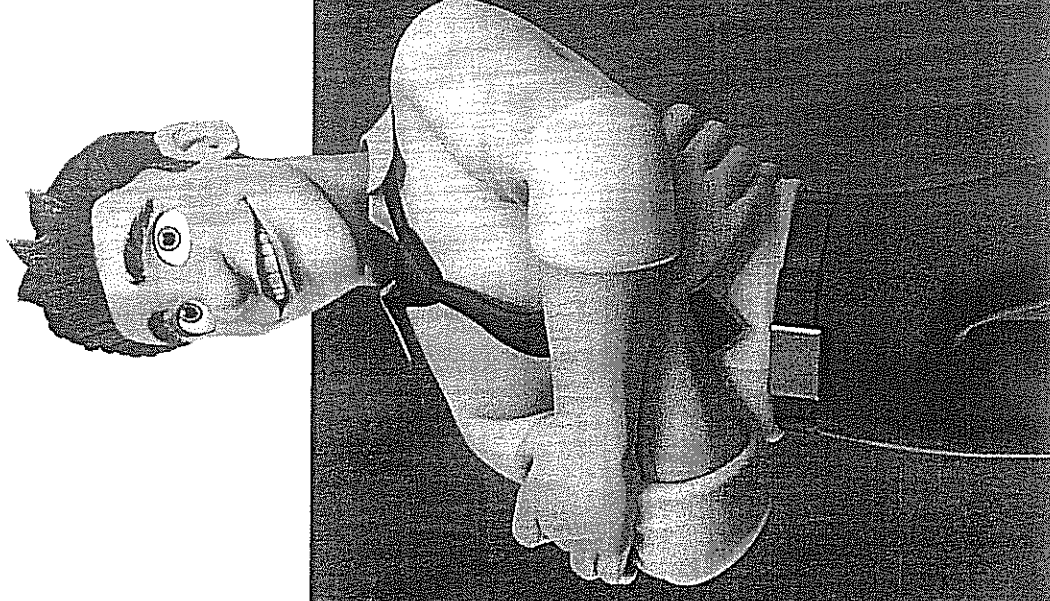
TOWNSHIP OF NORTH HURON

Bill Smith  
William.smith@telus.com

Miles Tourigny  
mtourigny@communicationzone.ca

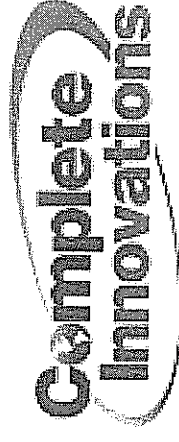
George Wales  
George.Wales@fleetcomplete.com

September 3, 2015



# Fleet Complete GPS Solution

- The Fleet Tracker GPS Solution is developed by Complete Innovations Inc.
- Founded in 1998, Complete Innovations is a leading global provider of mission critical fleet, asset and mobile workforce management solutions
- Complete Innovations is providing dispatching, fleet tracking and mobile resource management solutions to over 5,500 companies and 70,000+ subscribers in Canada
- The Fleet Tracker GPS solution has become a national leader in fleet management and mobile workforce solutions
- Locally based in Markham, Ontario



# Key Benefits of Fleet Complete



**SAVE FUEL:** Eliminate unnecessary miles driven by optimizing service routes.



**REDUCE SPEEDING:** Speeding increases fuel consumption and risk. Eliminate unsafe driving and prolong your fleet's vehicle health.



**REDUCE IDLING:** Idling wastes fuel. Monitor idling and reduce excessive idling by your drivers.



**IMPROVE MAINTENANCE:** Increase your gas mileage. Your vehicles deliver their best mileage when they operate in peak condition.



**GET ALERTED:** Know what's happening as it happens. Fleet Tracker supports a variety of pre-set activity alerts, and archives driver activity for 1 year.



**WATCH YOUR ENTIRE FLEET:** Seeing is believing. Monitor driver behavior and control how they use your fleet.



**PREVENT UNAUTHORIZED USE:** Tracking helps to eliminate this problem at the source. Save money and eliminate false accusations.



**DECREASE YOUR LABOR COSTS:** Time is money. Get accurate records of driver hours and eliminate manual time-sheets.



**IMPROVE YOUR PRODUCTIVITY:** Optimize routing. Dispatchers can recommend the best routes to avoid traffic on the way to the next job.



**ENHANCE CUSTOMER SERVICE:** Fleet visibility makes servicing customers easier. Know who to send, where they are, and when they will arrive.

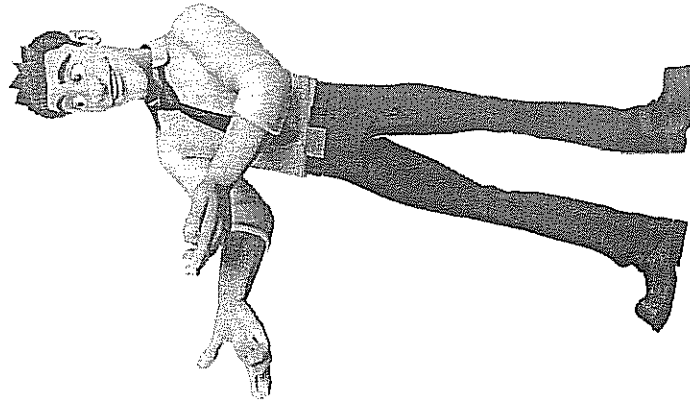


FleetComplete

# Fleet Tracker Features

Real-Time Tracking of Driver Behavior	Reports Available
Vehicle Idling	12 Months Historical Data Access
Speeding & Racing	Vehicle Activity
Rapid Acceleration	Driver Congregation
Harsh Braking	Driver Curfew
Harsh Cornering	Distance Travelled
First Ignition On	Event
Late Departure	Fleet Performance (Driver Scorecard)
Outside Work Hours Usage	Idle Times & Locations
Distance Travelled	Maintenance
	POI's Visited/Not Visited
	PTO Usage
	Speeding & Racing
	Stop/Still
	Time Card
	Trip

Real-Time Tracking of Driver Behavior	Reports Available
Vehicle Idling	12 Months Historical Data Access
Speeding & Racing	Vehicle Activity
Rapid Acceleration	Driver Congregation
Harsh Braking	Driver Curfew
Harsh Cornering	Distance Travelled
First Ignition On	Event
Late Departure	Fleet Performance (Driver Scorecard)
Outside Work Hours Usage	Idle Times & Locations
Distance Travelled	Maintenance
	POI's Visited/Not Visited
	PTO Usage
	Speeding & Racing
	Stop/Still
	Time Card
	Trip



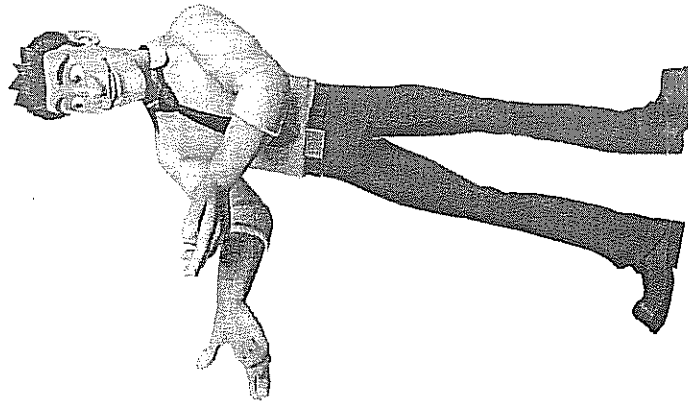
# Fleet Tracker Features

Vehicle Maintenance Scheduling	
Rolling & Fixed Odometer	✓
Operating Hours	✓
Recurring & Annual Dates	✓
Unscheduled Maintenance	✓
Installation Options	
Professional, Covert & Hard-Install	✓
Self-Install, Quick and Easy Plug'n Play	✓

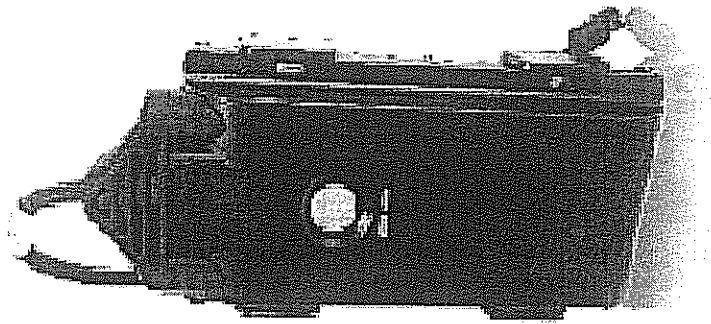
Accessibility	
Unlimited Software Downloads	✓
Unlimited User Licenses	✓
Configurable User Admin Rights	✓
Accessible from Smartphones and Tablets	✓

Add-Ons	
Temperature Sensors	✓
Door Sensors	✓
Power Take-Off (PTO) Sensors	✓
Driver ID & Authentication	✓
Garmin Integration	✓
In-Vehicle Alerts	✓
In-Vehicle Internet & WiFi Capabilities	✓
ECM Module	✓

Warranty & Support	
3-year Warranty on Fleet Tracking Modems	✓
Toll-Free Support Mon-Fri, 8am-8pm EST	✓
Guaranteed After-Hours Support Via email	✓



# Asset Tracker



## TRACKING TECHNOLOGY ADAPTED TO YOUR NEEDS

Asset Tracker adapts its operation to your asset's current status; changing transmission modes based on whether your asset is stationary or on the move; alerting you of external activities gathered from digital or analog sensors:

- Stationary without power: transmits location once a day
- Stationary with power: transmits location every 4 hours
- Moving with or without power: starts transmitting on motion after 5 minutes, and continues to transmit every hour until motion stops\*\*
- Device is tampered with or a significant change in sensor\*\* data values: immediately transmits an alert, along with location and status information

\*\* Motion Enabled setting. Frequency of transmission is adjustable.

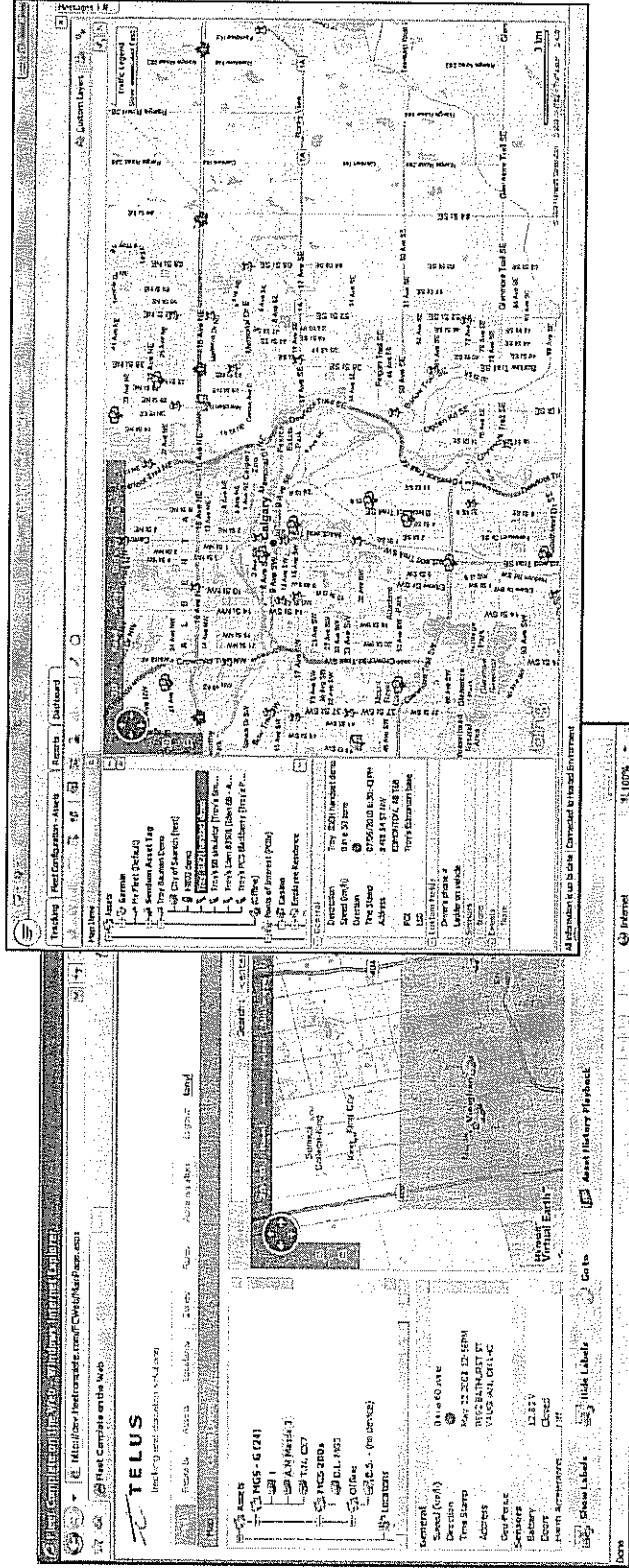
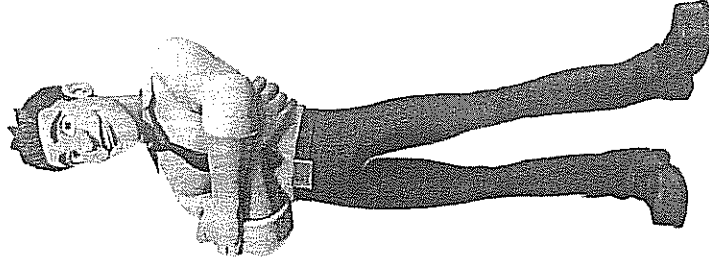
\*\* Up to 2 sensors can receive, digital or analog, sensors can be purchased separately.



FleetComplete

# Application Access Anywhere

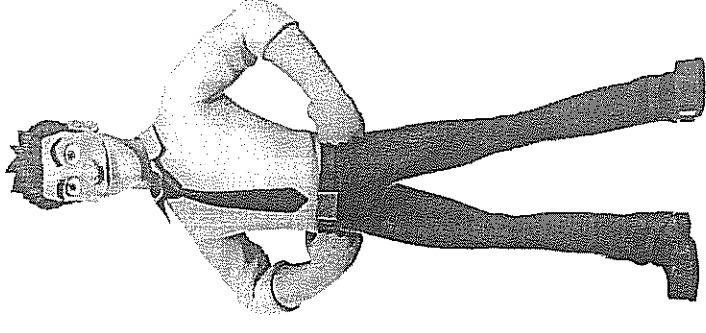
- Software download, to desktop PC
- Web application
- Mobile application, on your smartphone



# Township of North Huron Pricing

---

- Fleet Tracker-\$40 per month/unit
  - Includes: Hardware, Data allotment, Software application, Support, and Training
  - Professional Installation into all vehicles and trucks included
- Asset Tracker-\$20 per month/unit, \$120 installation charge





REPORT TO: Reeve Vincent and Council  
 PREPARED BY: David Sparling  
 DATE: 15 November 2015  
 SUBJECT: Activity Report – Emergency Services Department  
 ATTACHMENTS:

**RECOMMENDATION:**

THAT the Department Activity Report of the Director of Fire and Emergency Services dated 15 November 2015 is hereby received for information purposes.

**EXECUTIVE SUMMARY**

The Director of Fire and Emergency Services provides periodic updates to Council on activities within the Emergency Services Department.

**DISCUSSION**

**Training:**

Weekly Training:

- 1 week of clandestine drug lab awareness (36 personnel)
- 1 week of medical first response (39 personnel)
- 1 week of aerial operations (36 personnel)

Full day training:

- 2 days of Huron County firefighter recruit training (6 personnel)
- 2 ½ days of Ontario Fire Code training (1 person)

**Fire Prevention and Public Education:**

1 week of Alarmed for Life smoke/carbon monoxide alarm campaign completed in Morris-Turnberry. Campaign completed for 2015.

Distributed FDNH’s “Planning for Emergencies in Places of Worship Book” to the Blyth Ministerial Association.

Initiating “2:45 to get out alive” fire safety campaign. Arena board ad now in Blyth & District Community Centre (waiting on ad space Westcast Community Centre in Wingham).

**Notable:**

Firefighter Alvin Gerber has retired from FDNH upon getting married.

Firefighter Kyle Vollmer is on a leave of absence in order to work in Australia on an extended work program.

FDNH personnel participated in a ½ day emergency exercise with Foxtan Fuels.

Apparatus drivers have completed their biennial FDNH-required recertification.

**October Incidents:**

6 October:

- Alarm activation
- North Huron
- Outcome: No smoke. No fire. Faulty equipment.

8 October:

- Fire - structure

North Huron  
Outcome: Electrical fire. Damage under \$1,000.

10 October:  
Alarm activation  
Morris-Turnberry  
Outcome: Activated by overcooked food. No fire suppression required.

11 October:  
Smoke alarm activation  
North Huron  
Outcome: Activated by overcooked food. No fire suppression required.

14 October:  
Medical first response  
North Huron  
Outcome: 1 patient transferred by EMS.

18 October:  
Power lines down/arcng  
Central Huron  
Outcome: Secured scene until Hydro One de-energized lines.

18 October:  
Alarm activation  
Central Huron  
Outcome: No smoke. No fire. Faulty equipment.

18 October:  
Motor Vehicle Collision  
North Huron  
Outcome: Patients declined transfer by EMS.

22 October:  
Fire - chimney  
Morris-Turnberry  
Outcome: Fire confined to chimney. Damage under \$5,000.

24 October:  
Alarm activation  
North Huron  
Outcome: Accidentally activated by Halloween Party. No (real) smoke. No fire.

## **FINANCIAL IMPACT**

**FUTURE CONSIDERATIONS**

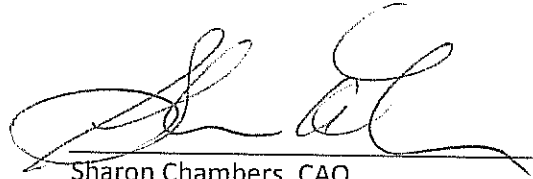
**RELATIONSHIP TO STRATEGIC PLAN**

**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief  Police Chief \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_  
David Sparling, Director of Fire and  
Emergency Service

  
\_\_\_\_\_  
Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

## REPORT

Item No. 6.8.2

REPORT TO: Reeve Vincent and Council  
 PREPARED BY: David Sparling  
 DATE: 11 November 2015  
 SUBJECT: Tanker Four Replacement  
 ATTACHMENTS: Power Point Presentation to Accompany Report

### RECOMMENDATION:

THAT the Township of North Huron replace Tanker Four 14 months ahead of schedule using 2015/16 and some of the 2017 capital reserves already allocated for its replacement and further that Council provide pre-budget approval for this capital purchase with the costs to be included in the 2016 budget.

### EXECUTIVE SUMMARY

Tanker Four was taken to have a leak in its water tank investigated. As a result of this investigation, it was found that the tank is seriously compromised, requiring unreasonably expensive repairs considering the age and planned replacement of the truck. Additionally, Tanker Four requires other costly repairs to the chassis.

### DISCUSSION

Tanker Four was scheduled for replacement in FDNH’s capital plan early in 2017. It is not likely to make it until then without significant expenditures (up to \$64,000 for the tank alone).

FNDH was able to find a demonstrator/in stock tanker that meets our requirements and is available in approximately four weeks’ time, for the same cost as Tanker Nine in 2011. The proposed unit would be the same brand as the last 3 fire trucks purchased, and from the dealer FNDH has purchased them from. A search of other vehicle manufacturers’ inventory found none available for a significant period of time.

The proposed tanker is 3,000 US gallon capacity, allowing FDNH to maintain a higher rate of water flow than the current 2,000 US gallon truck. The proposed tanker is currently on a “trade show circuit” in the southern United States.

### FINANCIAL IMPACT

The cost of the proposed truck is \$297,788.46 (discount of \$6,719 for demonstrator allowance), plus 8% for additional equipment. FDNH’s capital reserves as of the 2016 budget year will be approximately \$289,000. The projected capital budget for the Tanker Four replacement was estimated at \$300,000 plus 10% in related equipment.

### FUTURE CONSIDERATIONS

The truck is a 2015 model. A comparable 2016 model will cost 6% more. While short-term this truck leaves FDNH in a capital deficit, the projected capital reserve will be sufficient in 2020 for the replacement of Engine Six (the next scheduled apparatus).

**RELATIONSHIP TO STRATEGIC PLAN**


Section 3. We promote community safety and preparedness.

**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief  Police Chief \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_  
David Sparling, Director of Fire and  
Emergency Services

  
\_\_\_\_\_  
Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

## REPORT

Item No. 6.8.3

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** David Sparling  
**DATE:** 11 November 2015  
**SUBJECT:** Proposed Anti-Fortification By-Law  
**ATTACHMENTS:** Draft By-Law to accompany this report

### RECOMMENDATION:

THAT the Township of North Huron adopt an anti-fortification by-law similar to those in place in Wellington County.

### EXECUTIVE SUMMARY

Residents who fortify their homes by barricading doors and barring windows endanger the lives of the occupants and also those of emergency responders who may be called to an emergency. By prohibiting the use of these fortifications, not only do we improve safety, but we also discourage the individuals who typically fortify residences to protect the criminal activities going on inside.

### DISCUSSION

This came to light at a Huron OPP Drug Unit presentation to FDNH. Our County is not exempt from the criminal activities that go on behind fortified doors and windows.

The proposed By-Law is very similar to Minto's and still allows for fortifications where it would be logical (police stations, etc.).

### FINANCIAL IMPACT

Fines would be payable to North Huron.

### FUTURE CONSIDERATIONS

If we make buildings undesirable for criminal activities, those activities may go elsewhere.

### RELATIONSHIP TO STRATEGIC PLAN

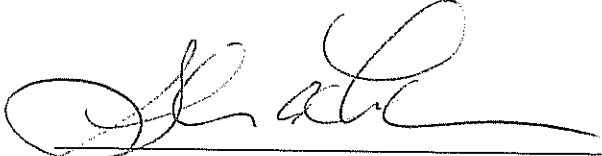
Section 3. We promote community safety and preparedness.

### REVIEWED BY (INITIAL)

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief  Police Chief \_\_\_\_\_ Other  Chief Building Official  Fire Prevention Officer \_\_\_\_\_

\_\_\_\_\_  
David Sparling, Director of Fire and  
Emergency Services

  
\_\_\_\_\_  
Sharon Chambers, CAO

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO

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

**DRAFT**

WHEREAS the Council of the Corporation of the Township of North Huron deems it appropriate to enact 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 pursuant to Section 133 of the *Municipal Act, 2001*, S. O. 2001, c. 25 as amended,

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it appropriate for the health, safety and well-being of the inhabitants of the Township of North Huron to enact a by-law providing for the regulation of fortification of land and protective elements being applied to land and to prohibit the excessive fortification of land and excessive protective elements being applied to land within the Township of North Huron pursuant to section 130 of the *Municipal Act, 2001*, S.O. 2001, c. 25 as amended,

NOW THEREFORE, THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF NORTH HURON HEREBY ENACTS AS FOLLOWS:

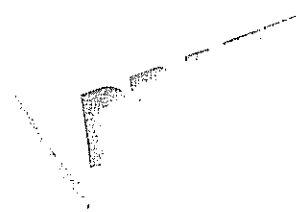
**SECTION 1 – SHORT TITLE**

1.1 This By-Law may be cited as the "The Fortification of Land By-Law".

**SECTION 2 – DEFINITIONS AND INTERPRETATION**

2.1 In this By-Law,

- (1) "Apply or Application" means the erection, installation, extension or material alteration or repair of or application to land and includes to construct;
- (2) "Chief Building Official" means the officer or his or her designate, appointed by Council as the Chief Building Official pursuant to Section 3 of the *Building Code Act, 1992*, S. O. 1992, c. 23, as amended;
- (3) "Construct" or "Construction" means to do anything in the erection, installation, extension or material alteration or repair of a building and includes the installation of a building unit fabricated or moved from elsewhere;
- (4) "Corporation" means The Corporation of the Township of North Huron;



- (5) “Council” means the Council of The Corporation of the Township of North Huron;
- (6) “Emergency Services Personnel” means any individual employed by a Police Service, Fire Service (including volunteer Fire-Fighters), or Ambulance Service in Ontario who is acting in accordance with the obligations imposed upon them (whether by statutory or common law duty) by their position and includes any person who is directed by an emergency services personnel to do or refrain from doing anything and who acts on those directions;
- (7) “Excessive Fortification and Excessively Fortify” means the construction of devices, barriers, or materials applied to land and includes but is not limited to:
- (i) The application of steel plates, steel bars or bullet-resistant/proof shutters or heavy gauge wire mesh to windows or other openings on any and all levels of any structure or building on land with the sole exclusion of basement windows or openings;
  - (ii) The application of concrete block, brick, or other masonry or similar product to partially or completely obstruct or seal any required doorway, window, or other exterior entrance or egress to a building or land for other than cosmetic reasons in conformance with the Ontario Building Code regulations;
  - (iii) The application of steel sheeting or plates other similar products to the interior or exterior walls of a structure or building such as to reinforce walls or create a secondary wall intended to protect against firearms artillery, explosives, vehicle contact, shock, and any other similar intrusions;
  - (iv) The application of laminated glass or any other form of break resistant/proof or bullet resistant/proof material to windows or doors;
  - (v) The installation of armour plated or reinforced doors ( exterior or interior) designed to resist against impact of firearms artillery, explosives, battering rams, shock or vehicle contact;
  - (vi) The construction of pillars, cones or barriers out of concrete, steel, or any other building material that are designed to obstruct, hinder, restrict, or deny access to any building or land by Emergency Services Personnel or their modes of transportation; and,
  - (vii) The construction of an observation tower specifically designed to enable the visual observation of surrounding areas beyond the perimeter of the land actually owned or leased/rented by the occupant whether the tower is occupied by an individual or a surveillance camera or like equipment;

**DRAFT**

- (8) “Excessive Protective Elements” means devices, objects, material components, or any contrivance applied to land and includes but is not limited to:
- (i) The application of perimeter warning devices such as “laser eyes” or other types of advanced warning systems be they electronic or otherwise designed to forewarn of the encroachment onto the perimeter of land from adjoining lands or roadways but excluding similar applications to forewarn of entry into a structure located on land;
  - (ii) The application of electrified fencing or any similar perimeter barrier including hidden traps, electrified doors or windows, land mines or other explosive devices or any weapon or thing that may become a weapon when triggered or activated on encroachment to land whether designed to, or by application in such manner is, likely to cause death or serious injury; and,
  - (iii) The application of surveillance equipment, including video cameras, ‘night vision’ systems, or electronic listening devices capable of permitting either stationary or scanned viewing or listening, by an operator or viewer or listener of that equipment, beyond the perimeter of the land actually owned, leased or rented by the occupant.
- (10) “Fortification and Fortify” means the construction of devices, barriers, or materials in a manner designed to strengthen, or to provide defensive works to land to prevent the entry of Emergency Services Personnel and includes **Excessive Fortification**;
- (11) “Land” means land, including buildings, mobile homes, mobile buildings, mobile structures, outbuildings, fences, erections, physical barriers and any other structure on the land or on or in any structure on the land;
- (12) “Law Enforcement Officer” includes;
- (i) a Police Officer as defined in Section 2 of the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended;
  - (ii) a Municipal Law Enforcement Officer appointed pursuant to subsection 15(1) of the *Police Services Act*, R.S.O. 1990, c. P. 15, as amended;
  - (iii) the Chief Building Official, or designates appointed under subsection 3(2) of the *Building Code Act, 1992*, as amended;
  - (iv) an Inspector appointed under subsection 3(2) of the *Building Code Act, 1992*, as amended,
  - (v) a Fire Inspector, the Fire Marshall, an assistant to the Fire Marshall, or the Fire Chief appointed under the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended;

**DRAFT**

(vi) a Bylaw Enforcement Officer appointed pursuant to section 15.1 *Building Code Act, 1992*, as amended.

(13) “Protective Elements” includes, but is not limited to surveillance equipment and includes Excessive Protective Elements.

(14) “Person” means any natural person and includes a corporation incorporated pursuant to the laws of any jurisdiction and the heirs, executors, administrators or other legal representatives of a person to whom the context can apply according to law.

(15) “TOWN” means The Corporation of the Township of North Huron;

### SECTION 3 – GENERAL PROHIBITIONS

3.1 No person shall:

- (a) excessively fortify any land so as to restrict, obstruct or impede municipal and law enforcement officials and/or emergency personnel from accessing or exiting any land; and/or,
- (b) apply excessive protective elements to land or maintain excessive protective elements applied to land so as to restrict, obstruct or impede municipal and law enforcement officials and/or emergency personnel from accessing or exiting any land.

3.2 No person shall occupy a building or property as described above.

### SECTION 4 – EXEMPTIONS

4.1 Clause 3.1 above does not apply to:

- (a) financial institutions as identified and listed in Schedules I, II, and III of the *Bank Act*, S.C. 1991, c. 46 as amended;
- (b) detention centres zoned for such use or otherwise permitted by law;
- (c) lands owned or occupied by the Ontario Provincial Police or an Ontario Municipal Police Service in accordance with the *Ontario Police Services Act*;
- (d) lands owned or occupied by the Federal Department of Defence;
- (e) lands owned or occupied by the Royal Canadian Mounted Police.
- (f) lands owned and occupied by the Corporation of the County of Wellington;
- (g) lands owned and occupied by Her Majesty In Right of Ontario;
- (h) other commercial businesses, industrial or institutional establishments where the nature of the undertaking necessitates particular elements of fortification or protection and where such use is permitted by the Township’s Zoning By-Law or provided such use is otherwise lawfully permitted, but only to the extent necessary having consideration for the nature of the undertaking.

**DRAFT**

## SECTION 5 – SCOPE AND LIMITATION OF BY-LAW

- 5.1 Clause 3.1 does not operate to prohibit:
- (a) The use or application of common commercially marketed security devices designed and applied to provide reasonable fortification and protection from theft or other criminal activity against the person or property of a person; and
  - (b) The reasonable use of protective elements such as a “laser eye” or other advanced warning devices on windows or doors of a dwelling house or other lawfully permitted commercial, industrial or institutional establishments for the purpose of providing a warning to the occupants of that dwelling house or structure or to dispatch emergency services personnel where an actual entry into a dwelling house or building has occurred; and
  - (c) Common household alterations or renovations where the location or style of a door or window may be altered for purely aesthetic reasons and meets the Ontario Building Code and Fire Code requirements and have received any permit required to complete such alteration or renovation.
- 5.2 Nothing in this by-law shall be interpreted as restricting a normal farm practice carried on as part of an agricultural operation pursuant to the *Farming and Food Protection Act, 1998*.

## SECTION 6 – POWER OF ENTRY

- 6.1 A Provincial Offences Officer may, at any reasonable time, enter and inspect any land to determine whether this By-law or an order under this by-law, is being complied with.
- 6.2 A person exercising a power of entry under this Part shall not enter or remain in any room or place actually being used as a dwelling unless,
- (a) the consent of the occupier is obtained, the occupier first having been informed that the right of entry may be refused and, if refused, may only be made under the authority of a warrant issued pursuant to the *Provincial Offences Act*;
  - (b) a warrant issued pursuant to the *Provincial Offences Act* is obtained; or
  - (c) the delay necessary to obtain a warrant or the consent of the occupier would result in an immediate danger to the health or safety of any person.

## SECTION 7 – ORDERS

- 7.1 Where a Law Enforcement Officer has confirmed that a contravention of this By-law has occurred, the Chief Building Official shall make an Order requiring work to be done to correct the contravention, which may include the demolition or tearing down of the entire unauthorized structure or structures, at the sole cost and expense of the owner of the land and the Order shall set out:
- (i) The name of the owner of the land;

**DRAFT**

- (ii) The municipal address and the legal description of the land;
- (iii) Reasonable particulars of the contravention and the work to be done and the period within which there must be compliance with the Order; and
- (iv) A notice stating that if the work is not done in compliance with the Order within the period it specifies, the Town may have the work done at the expense of the owner.

7.2 If the work required by an Order is not completed within the specified period, a Law Enforcement Officer may, at any reasonable time, enter upon the land or may make arrangements for municipal employees or a contractor retained for that purpose, to enter upon the land to do the work and the cost of such work shall be recoverable from the owner by the Town in like manner as municipal taxes.

7.3 The period described in Clause 7.1 shall not be less than three months if the excessive fortification or excessive protective elements were present on the land on the day this By-law was passed.

7.4 The Order identified in Clause 7.1 shall be deemed to be served on the owner of the land by any of the following methods:

- (i) Personally delivered to the owner or occupant of the land, in which case the Order is deemed to come to the attention of the owner of the land on the date of the delivery;
- (ii) Mailed by registered mail to the municipal address of the registered owner of the land, in which case the Order is deemed to come to the attention of the owner of the land on the third business day after the date of mailing;
- (iii) Posting the Order in a conspicuous place on the land, in which case the Order is deemed to come to the attention of the owner of the land on the date of the posting.

**DRAFT**

#### SECTION 8 – PENALTY AND ENFORCEMENT

8.1 Every person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to the penalties specified in accordance with the *Provincial Offences Act*, R.S.O. 1990, c. P. 33, as amended or any successor legislation.

8.2 The Chief Building Official shall be responsible for the administration of this by-law and persons who are employed or appointed as Law Enforcement Officers and the Chief Building Official are all deemed appointed and entitled to enforce the provisions of this by-law.

#### SECTION 9 – SEVERABILITY

9.1 Should a court of competent jurisdiction declare a part or whole of any provision of the By-law to be invalid or of no force and effect, the provision or part is deemed severable from this by-law, and it is the intention of Council that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.

SECTION 10 – EXEMPTION LIMITED BY ACT OF LAW

10.1 Any exemption authorized by this by-law in any manner shall in no way be construed or interpreted as an exemption, limitation or excuse from a person's requirement to abide by and comply with any other Federal, Provincial or Municipal Law.

SECTION 11 – CONFLICT

11.1 Subject to Section 11.2, where a provision of this By-law conflicts with the provision of any other by-Law of the Town or any applicable government regulation, the provision that establishes the higher standard to protect the health, safety and welfare of the general public shall prevail.

11.2 Notwithstanding Section 11.1, and despite Section 35 of the Building Code Act, 1992 , if there is a conflict between the Building Code under the Building code Act, 1992 and this by-law, the Building Code prevails.

SECTION 12 – ENACTMENT

12.1 This By-law shall come into force and takes effect on the date of its final passing.

Read a first and second time this \_\_\_\_ day of \_\_\_\_, 2015.

**DRAFT**

Seal

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

\_\_\_\_\_  
CAO Sharon Chambers

Read a third and final time and finally passed \_\_\_\_ day of \_\_\_\_, 2015.

Seal

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

\_\_\_\_\_  
CAO Sharon Chambers



# TOWNSHIP OF NORTH HURON

## REPORT

Item No. 6.8.4

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** David Sparling  
**DATE:** 11 November 2015  
**SUBJECT:** Installation of 911 Signs On Vacant Farm Driveways  
**ATTACHMENTS:** Audio presentation to accompany this report

### RECOMMENDATION:

THAT the Township of North Huron install 911 signs on laneways for vacant farm properties.

### EXECUTIVE SUMMARY

911 calls are processed by operators who are at best over an hour from North Huron, and typically many hours away. There are numerous farm laneways that lead to large tracts of land that have no structure on them, and thereby were not assigned a 911 number. In case of an emergency, that lack of a 911 number makes it very difficult for an operator, who probably has never even heard of North Huron, to discern where an incident is and who the closest responders are. Furthermore, once dispatched, without a number to go to, emergency services are still unsure where they are responding to.

### DISCUSSION

Without 911 numbering and signage it is difficult and slow to process an emergency call.

North Huron is further along than most Huron County municipalities in having vacant farm laneways assigned 911 numbers, but there are still 188 laneways without a number or blade.

Huron County is supportive of this initiative, and will provide the blades and the posts at no charge to North Huron, or any other municipality which chooses to install them on vacant land driveways.

North Huron public works is able to install the blades as part of their regular maintenance schedule.

### FINANCIAL IMPACT

North Huron's only cost is the labour for the installation of the blades.

### FUTURE CONSIDERATIONS

Huron County advised that about 1% of blades need replacement annually.

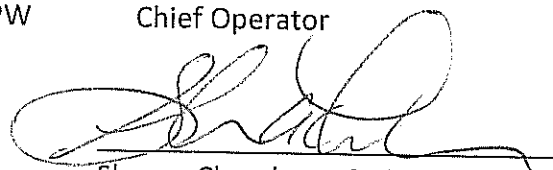
### RELATIONSHIP TO STRATEGIC PLAN

Section 3. We promote community safety and preparedness.

### REVIEWED BY (INITIAL)

CAO	Clerk	Treasurer	Dir of PW	Chief Operator
Dir of Rec & Fac		Fire Chief X		

\_\_\_\_\_  
David Sparling, Director of Fire and Emergency Services

  
 Sharon Chambers, CAO



**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** David Sparling  
**DATE:** 11 November 2015  
**SUBJECT:** Identification of truss and lightweight construction  
**ATTACHMENTS:** Draft By-Law

**RECOMMENDATION:**

THAT the Township of North Huron implement a by-law similar to the City of Stratford’s requiring identification of truss and lightweight construction in commercial and industrial buildings and residential occupancies with three or more dwelling units.

**EXECUTIVE SUMMARY**

It is now assumed that any residential home built in the last 20 years will have lightweight construction, but a number of various building materials are still commonly used in used in commercial, industrial and large multi-unit residential properties. In an emergency situation, firefighters are not able to readily identify the types of materials used in these latter locations. In June 2015, the City of Stratford implemented a lightweight construction identification by-law that is gaining support across Ontario. The proposal is that North Huron implement a by-law similar to Stratford’s.

**DISCUSSION**

Firefighter safety is paramount to FDNH.

Commercial, industrial and large multi-unit properties inherently have larger fire risks. Without knowing the types of construction materials in use, firefighters are at much greater life-safety risk in case of a fire at these locations. Even old buildings being redeveloped or renovated often make use lightweight building materials.

By implementing an identification system FDNH personnel will be aware of the use of these materials immediately upon arrival at an incident.

**FINANCIAL IMPACT**

Using generally accepted data, the number of decals required would cost less than \$750, assuming decals are purchased at the same price as Stratford.

**FUTURE CONSIDERATIONS**

It is estimated that it will require 12 months to ensure applicable buildings are properly labelled as per this bylaw.

**RELATIONSHIP TO STRATEGIC PLAN**


Section 3. We promote community safety and preparedness.

**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief  X  Police Chief \_\_\_\_\_ Other  X  Chief Building Official  X  Fire Prevention Officer \_\_\_\_\_

\_\_\_\_\_  
David Sparling, Director of Fire and  
Emergency Services

  
\_\_\_\_\_  
Sharon Chambers, CAO

**BY-LAW NUMBER   ####**  
**OF**  
**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON**

---

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

---

**WHEREAS** Section 8.(1) of the *Municipal Act, 2001, S.O. 2001, c.25 as amended*, ("Municipal Act") provides that the powers of a municipality under this or any other Act, shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues;

**AND WHEREAS** Section 8.(2) of the *Municipal Act, 2001*, provides that in the event of ambiguity in whether or not a municipality has the authority under this or any other Act to pass a by-law or to take any other action, the ambiguity shall be resolved so as to include, rather than exclude powers the municipality had on the day before this Act came into force;

**AND WHEREAS** Section 9 of the *Municipal Act, 2001*, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act

**AND WHEREAS** Section 10.(1) of the *Municipal Act 2001* provides that a single-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public;

**AND WHEREAS** it is the goal of the Council of The Corporation of the Township of North Huron to promote public safety for its residents, personnel and employees, including but not limited to its firefighters;

**AND WHEREAS** certain structures within the Township of North Huron consisting of truss and lightweight construction building components, present particular problems and concerns regarding safety;

**AND WHEREAS** the ability to identify these buildings in advance of a fire event or other emergency will provide firefighters and fire suppression crews with critical information to be utilized during firefighting operations and will significantly enhance the safety of those performing these operations not to mention protecting residents and others who may be in harms way at such emergencies;

**AND WHEREAS** the purpose of this By-law is to govern the administration, use and requirements of the Township of North Huron's Truss identification program;

**NOW THEREFORE BE IT ENACTED** by Council of The Corporation of the Township of North Huron as follows:

**1.0   PURPOSE**

- 1.1   This By-law provides that **COMMERCIAL**commercial and industrial **BUILDINGS**buildings and multi-family residential occupancies of three or more units using truss type and / or lightweight construction shall be marked by a truss identification emblem. This truss identification emblem shall alert fire suppression crews to the use of lightweight wood, wood truss, steel truss, **COMPOSITE TRUSS**composite truss, laminated wood, **WOOD "I" BEAMS**"wood "I" BEAMS" beams as a method to construct, renovate, or alter any section of an individual structure or **DWELLING UNIT**dwelling.
- 1.2   For the purpose of this By-law, multi-family residential occupancies of three units or more units shall not include **TOWNHOUSES**townhouses as defined in the definition portion of this document.

**DRAFT**

1.3 This By-law shall govern the administration, use, and requirements of the Township of North Huron's Truss Identification Program.

## 2.0 DEFINITIONS

**ALTERATION** means the rearrangement of any space by the construction of walls, partitions, the addition or elimination of any door or window, the extension or rearrangement of any system, the installation of any additional equipment or fixtures and any work which effects a primary structural component requiring a **BUILDING PERMIT**;

**BUILDING "Alter" or "Alteration"** means (i) to change any one or more of the external dimensions of such building or structure, or, (ii) to make any change in the supporting members or to the type of construction of the exterior walls or roof thereof;

**"Building"** means any structure, or part thereof, consisting of walls and a roof which is used or intended to be used for the shelter, accommodation or enclosure of persons, animals or chattels, and includes any structure defined as a building in the *Building Code Act*, or in the Corporation's Township's Building By-law, but does not include any vehicle as defined herein other than a vehicle which has been permanently placed on land and is not intended for use as a vehicle;

**BUILDING PERMIT "Building Permit"** means a permit required under the Corporation's Township's Building By-law;

**BUILDING PRE-PLAN INSPECTION "Building Pre-Plan Inspection"** means any pre-occupancy site visit conducted by fire department personnel utilized to gather **BUILDING** building information, develop strategic and tactical incident action plans, review construction type(s), and familiarizes personnel with the individual construction site or **RENOVATION** renovation project;

**BUILDING INSPECTOR "Building Inspector"** means the Chief Building Official or Inspector appointed by Council and charged with the duty of enforcing the provisions of the *Building Code Act* or any successor thereto, together with any regulations made there under, and the provisions of the Corporation's Building By-law;

**CITY "Township"** means The Corporation of the Township of North Huron;

**COMMERCIAL, "Commercial"** when used in reference to a **BUILDING** Building, structure, lot, use or activity, means a **BUILDING** Building, structure, lot, use or activity pertaining to the buying or selling of commodities or the supplying of services for a fee, but does not include activities associated with the manufacturing, warehousing or assembling of commodities, or any construction work;

**COMPOSITE TRUSS "Composite Truss"** means any truss building component comprised of a mixture of wood and steel truss components;

**DWELLING UNIT "Dwelling Unit"** means a self-contained suite of habitable rooms in a building, occupied by a person as its principal residence as independent and separate living quarters in which kitchen and sanitary facilities are provided and which is independently accessible from outside the building or from a common hallway or stairway inside the building;

**FIRE CHIEF "Fire Chief"** means the Fire Chief or a Deputy Fire Chief for the **CITY** Fire Department of North Huron and any other person employed in or appointed to the **CITY** and assigned to undertake fire protection service;

**FIRE INPECTION "Fire Inspector"** means the Fire Prevention Officer for the Township of North Huron appointed by Council and charged with the duty of enforcing the provisions of the *Fire Protection and Prevention Act* or any successor thereto, together with any regulations made there under;

**FIRE INPECTION "Fire Inspection"** means an inspection of an individual building and/or property designed to determine if any violations of local fire code ordinances or the *Ontario Fire Code* are in existence;

**INDUSTRIAL USE "Industrial Use"** means the use of land, buildings or structures for manufacturing, assembling, preparing, processing, inspecting, finishing, treating, altering,

ornamenting, repairing, refinishing, restoring, producing, or adapting for sale of any goods, substances or articles, and includes the warehousing or storing of such products;

**REQUIRED** means required by this By-law;

**RENOVATION** "Renovation" means the removal and replacement or covering of existing interior or exterior finish, trim, doors, windows, or other materials with new materials that serve the same purpose and do not change the configuration of space. **RENOVATION** Renovation shall include the replacement of equipment or fixtures;

**TOWNHOUSE** "Townhouse" means a single-family **DWELLING UNIT** constructed in dwelling containing a group of three (3) or more dwelling units which are attached units vertically, in whole or in which part, above grade and divided vertically from each other by a common wall, which each dwelling unit extends from the foundation to roof and with open space on at least two sides having a private independent entrance and yard;

**TRUSS AND LIGHTWEIGHT CONSTRUCTION** "Truss and Lightweight Construction" means structural components assembled from wood members, metal connector plates or other metal fasteners, wooden "I" wood "I" beams or any single-plane frame work of individual structural members, made of wood or steel, connected at their ends to form a series of triangles to span a distance greater than there would be possible with any of the individual members on its own;

**WOOD "I" BEAM** "Wood "I" BEAM" means a floor or roof beam consisting of solid or laminated wooden 2" x 4" (or less) for the top and bottom horizontal chords and an oriented strand board (OSB) web of plywood set between them;

### 3.0 DETERMINATION OF USE, IMPLEMENTATION, AND PLACEMENT

- 3.1 The property owner of any existing or new **BUILDING** that contains the structural **BUILDING** components defined Building using Truss and Lightweight Construction in Section 2 "Definitions" above, in its any construction, **RENOVATION** Renovation or **ALTERATION** Alteration shall be **REQUIRED** required to install a truss identification emblem on the exterior of the structure or unit.
- 3.2 The identification of the use of the structural components identified in Section 2 "Definitions" above, Truss and Lightweight Construction to construct, renovate, or alter Alter any **BUILDING** Building may occur through one or more of the following methods.
1. Fire Prevention inspection
  2. Building pre-plan/site inspection
  3. Code Enforcement inspections
  4. **BUILDING PERMIT** Building Permit review
  5. Fire Department hazard assessment inspection
- 3.3 Immediately upon the identification of the use of the structural components governed by this by-law as a method of construction, renovation, or **ALTERATION** Alteration, the **BUILDING INSPECTOR** Fire Chief, , fire inspector, or fire officer identifying same shall notify the **FIRE CHIEF** Chief Building Official.
- 3.4 The **FIRE CHIEF** Chief Building Official shall then contact the property owner to inform them of the requirements set forth by this by-law and schedule any immediate or future inspections that will be **REQUIRED** required to assist the property owner with compliance with the provisions of this By-law and emblem placement.
- 3.5 The **FIRE CHIEF** Chief Building Official shall ensure that all follow up inspections and site visits are coordinated and scheduled to coincide with the completion of the building construction, **ALTERATION** Alteration, or **RENOVATION** Renovation project.
- 3.6 Upon completion of the construction, renovation Renovation, or **ALTERATION** Alteration project it shall be the responsibility of the property owner to permanently affix the truss identification emblem to the **BUILDING** Building or unit at the approved location as stipulated within this by-law. This installation shall be completed within 30 days of the

completion of the construction, renovation, or **ALTERATION** Alteration project. The property owner shall be responsible to maintain the emblem.

- 3.7 Upon completion of the construction, renovation, or **ALTERATION** Alteration, project it shall be the responsibility of the program administrator (or his designee) to ensure that the property owner installs the truss identification emblem at the approved location and has complied with all sections of this by-law. In addition, the The program administrator (or his designee) shall provide the property owner with all contact information in order to assist the property owner with any future inquiries regarding compliance with this By-law.

#### **4.0 TRUSS IDENTIFICATION EMBLEM**

- 4.1 Truss Identification emblem shall consist of a round reflective decal 5.75 inches (146mm) in diameter with a white background and red border. The inside of the decal shall consist of the letter "R" to indicate the presence of roof trusses or the letter "F" to indicate the presence of a floor trusses. In the event that both floor and roof trusses are used in the same structure the decal shall show the letters "FR" to indicate as such.
- 4.2 The truss identification emblem(s) shall be provided to the building owner at no cost by the North Huron Fire Department.

#### **5.0 EMBLEM LOCATIONS**

- 5.1 The truss identification reflective emblem shall be mounted on all doors no more than six feet high (1828.8mm) and no less than four feet (1219.2mm) from the bottom of the door. The emblem shall be placed at either the left or right side of the door twelve inches (304.8mm) from the inside of the jamb as per the wishes of the building owner. Whereas the The fire department may use a door other than the front entrance for initial entry and a truss identification emblem shall be placed on those all other doors as well. to the Building.
- 5.2 In the event that the emblem becomes detached from the **BUILDING** Building or unit and is lost the building owner shall immediately contact the fire department for a replacement emblem at no charge to the property owner.

#### **6.0 SCOPE**

- 6.1 This By-law shall apply within the geographic limits of the Township of North Huron.

#### **7.0 OFFENCES**

- 7.1 Any person who contravenes any provision of this By-law is guilty of an offence and liable on conviction to a penalty fine of not exceeding more than \$5,000 exclusive of not including costs and the any other provisions of the *Provincial Offences Act*, R.S.O. 1990, c.P.33 as amended, that shall apply to the said fine.
- 7.2 In the event of a contravention of any of the provisions of this By-law, the **CITY** Township, in addition to any other remedies contained herein may enter upon the lands and do such work as is necessary to rectify the breach and all expenses thereof which shall be recoverable from the owner(s) in the same manner and in the same priority as municipal taxes.

#### **8.0 ADMINISTRATION AND ENFORCEMENT**

- 8.1 The **CITY** Chief Building Official is responsible for the administration of this By-law.
- 8.2 Any Police Officer or Municipal Law Enforcement Officer of the **CITY** Township designated by Council for the purpose of this Section is authorized to enforce this By-law.
- 8.3 This by-law shall come into force and take effect upon the final passage thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this ### day of ####, 2015

---

Reeve – Neil Vincent

---

CAO – Sharon Chambers

draft by-law



# TOWNSHIP OF NORTH HURON

## REPORT

Item No. 6.9.1

**REPORT TO:** Reeve Vincent and Council  
**PREPARED BY:** Sharon Chambers, CAO  
**DATE:** November 16, 2015  
**SUBJECT:** CAO Department Activity  
**ATTACHMENTS:** Symposium Agenda, Amberley Gavel PowerPoint Slides

---

### RECOMMENDATION:

THAT the Department Activity Report of the CAO dated November 16, 2015 is hereby received for information purposes.

### EXECUTIVE SUMMARY

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

### DISCUSSION

#### 1. Economic Development:

##### a. Strategic Plan:

- I. Economic Development Symposium: The agenda for the Economic Development Symposium on November 18<sup>th</sup> is attached.
- II. Joint Core Team Meeting: The Core Teams for the Township of North Huron, Township of Howick and Municipality of Morris Turnberry met on Monday, November 9<sup>th</sup> at the Wingham Golf Course. Prior to the session, each municipality forwarded the goals and actions that had been established by the Strategic Planning Committees. An exercise was conducted to score the action items to determine the highest priority items. The consolidated list has been distributed and will be presented at the next Strategic Planning meeting. The Core Teams were asked to determine if the actions would be completed individually or if there were opportunities to collaborate among the municipal partners, or perhaps countywide.
- III. County Core Team: The County Core Team is getting ready to communicate their next steps to the EDSP group. They are setting up a committee with representation from the core teams so that they can collect information pertinent to the County structure and plan. CAO Chambers has been asked to sit on this committee. Time commitments will be minimal.

#### 2. Policy/Procedure

- a. Committee Terms of Reference: The CAO is preparing a draft Terms of Reference Template that will contain the minimum provisions required for all committees of Council. CAO to attend Blyth Community Centre Board on November 18<sup>th</sup> at 7:00 p.m. to provide information about Committee of Council requirements.
- b. Internal Procedures: Staff will begin to prepare a manual of internal operating procedures to provide clarity on processes and to ensure there is continuity in business operations when there are staff absences and vacancies. Examples of

internal procedures are Senior Management Team Meeting Procedure, Accounts Payable Procedure, Payroll Procedures, etc.

- c. **Council/Senior Management Training – Policy and Procedure Revisions:** Council and Senior Staff participated in a Training Session facilitated by Nigel Bellchamber and Fred Dean of Amberley Gavel on October 26, 2015. A copy of the PowerPoint presentation is attached for information purposes. The session provided an opportunity to ask questions about council meeting procedures and processes. Based on the learning at the session, the CAO and Senior Management Team will be reviewing key documents such as the Procedural By-law and Code of Conduct and presenting a draft for Council's consideration. Due to budget and year end workload, this project will likely not be completed until spring.
3. **Service Review Public Meeting:** The public meeting to gain input into the 2015 Service Review Reports has been set for November 26<sup>th</sup>. Notice has been placed in the local newspapers. The services to be discussed will be Airport, Landfill/Recycling Programs., Emergency Services Training Centre A copy of the PowerPoint presentation will be posted on the website and forwarded to Council prior to the meeting.
4. **Asset Management Planning:** CAO, Director of Finance and Director of Public Works will attend a Citywide Software Working Group meeting on November 17<sup>th</sup> to discuss Asset Management. A number of asset management planning initiatives are being investigated for inclusion in the 2016 draft budget.
5. **Benefits Consortium:** CAO and Director of Finance to attend a Huron Perth Benefits Consortium meeting on November 17<sup>th</sup> to discuss the renewal of the plan. The CAO has been asked to participate in a working group to review and discuss potential options for risk sharing and alignment of the harmonized plans. Currently the Perth and Huron Lower Tier harmonized plans are quite similar; however, there are minor differences which the groups may consider aligning. The goal of the working group is develop a proposal for consideration by the municipalities.
6. **Drinking Water Quality Management Standard:** The CAO will participate in annual the Management Review for North Huron Water Systems on Monday, November 16<sup>th</sup>. Element #20 of the Drinking Water QMS Operational Plan requires that an annual review be conducted at least once every 12 months. The purpose of the management review is to evaluate the continuing suitability, adequacy and effectiveness of the Quality Management System and that includes consideration of:
  - Incidents of regulatory non-compliance,
  - Incidents of adverse drinking-water test,
  - Deviations from critical control point limits and response actions,
  - The efficacy of the risk assessment process,
  - Internal and third part audit results,
  - Results of emergency response testing,
  - Operational performance
  - Raw water supply and drinking water quality trends
  - Follow-up on action items from previous management reviews
  - The status of management action items identified between reviews,
  - Changes that could affect the quality management system,
  - Consumer feedback,

- The resources needed to maintain the quality management system,
- The results of the infrastructure review,
- Operational plan currency, content and updates, and
- Staff suggestions

The CAO and QMS Representative will report back to Council at the December 7<sup>th</sup> meeting on the results of the Management Review. The CAO will present an Activity Report for the Utilities Department at that time.

**FINANCIAL IMPACT**

N/A

**FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

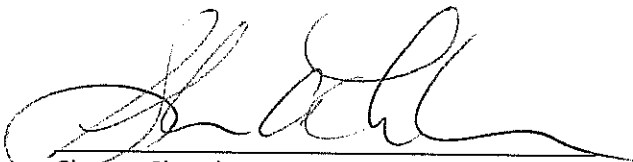
**GOAL #4** - Our municipality is fiscally responsible and strives for operational excellence.

Outcome: We have a responsible and accountable local government

**REVIEWED BY (INITIAL)**

CAO \_\_\_\_\_ Clerk \_\_\_\_\_ Treasurer \_\_\_\_\_ Dir of PW \_\_\_\_\_ Chief Operator \_\_\_\_\_ Dir of Rec & Fac \_\_\_\_\_

Fire Chief \_\_\_\_\_ Police Chief \_\_\_\_\_ Other \_\_\_\_\_



Sharon Chambers, CAO



# North Huron Economic Development – Strategic Plan Speakers Symposium

Wednesday, November 18, 2015


Blyth Community Centre

9:00 am	Welcome – Sharon Chambers, North Huron CAO Speakers
9:10 am	Small Business Support – Alison Lobb – Small Business Centre
9:25 am	Blyth Centre for the Arts – Gil Garrett, Deb Sholdice
9:40 am	Huron County Cultural Plan – Rick Sickinger
9:55 am	Blyth 14/19 Inc. Steven Sparling, Rick Elliott, Gil Garret, Peter Smith
10:10 am	Elliott Miller – Edgar Feed and Seed
10:25 am	Wescast – Blair Alton
10:40 am	Beldman Construction – John Beldman
10:50 am	Huron Manufacturing Association – Carol Leeming
11:05 am	Wingham District Hospital - Karl Ellis
11:20 am	TBC
11:35 am	TBC
11:50 am	Industrial Land Strategy - Nancy Michie, Clerk-Treasurer – Morris Turnberry, Sharon Chambers, North Huron CAO
12:00 pm	Lunch
12:25 pm	Town Hall Q & A
12:55 pm	Next Steps – Wrap Up - Thank you!

Effective Municipal Councils

OR

**“How to Disagree Agreeably”**

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

Housekeeping

- Expected Behaviour
- Closed Meeting
  - S239 3.1 Municipal Act Education and Training Purposes
    - Restrictions
      - "No members discusses or otherwise deals with"....
      - "Materially advances the business or decision making"

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

Public Expectations?

- Four Key Areas

Amberley Gavel Ltd October 2015 

---

---

---

---

---

---


---

---

**Public Expectations?**

- Deliver Basic Services Effectively and Efficiently

Amberley Gavel Ltd October 2015



---

---

---

---

---

---


---

---

**Public Expectations?**

- Deliver Basic Services Effectively and Efficiently
- Respond to Emergencies

Amberley Gavel Ltd October 2015



---

---

---

---

---

---


---

---

**Public Expectations?**

- Deliver Basic Services Effectively and Efficiently
- Respond to Emergencies
- Deal effectively with New Issues that Arise

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

## Public Expectations?

- Deliver Basic Services Effectively and Efficiently
- Respond to Emergencies
- Deal effectively with New Issues that arise
- Contribute to Community Pride

Amberley Civil Ltd October 2015



---

---

---

---

---

---

---

---

## A Problem Occurs When???

Amberley Civil Ltd October 2015



---

---

---

---

---

---

---

---

## A Problem Occurs When???

"If you have a difference between expectations and reality, you have a problem!"

Amberley Civil Ltd October 2015



---

---

---

---

---


---

---

---

### Public Expectations?

- Deliver Basic Services Effectively and Efficiently
- Respond to Emergencies
- Deal effectively with New Issues that arise
- Contribute to Community Pride

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

### Who decides?

- A majority of the members of Council at a duly constituted meeting.
- How?

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

### Decision Making Summary

Issue identification  
↓  
Analysis and Recommendations  
↓  
Decision  
↓  
Implementation and Measurement  
↓  
Evaluation

Amberley Gavel Ltd October 2015 

---

---

---

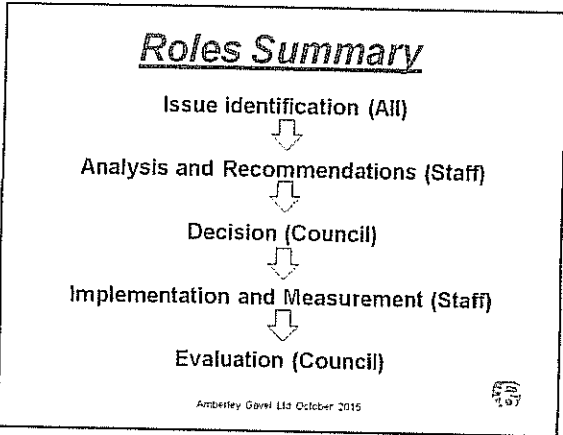
---

---

---

---

---



---

---

---

---

---

---

---

---

***Basic Principles***

- > Municipal Powers come from the province
- > Municipal Powers shall be exercised by Council
- > Complex and technical

Amberley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

***Duly Constituted Meeting***

- > Power exercised at duly constituted meeting
  - > Notice to the public
- ✓ Open to the public
- ✓ Quorum
- ✓ Majority vote
- ✓ All members vote

Amberley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

## ***Statutory Roles & Responsibilities***

- Set out in Municipal Act, 2001
- Updated in 2007
  - Council
  - Head of Council
  - CAO
  - Municipal Staff

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

## ***Council***

*It is the role of Council to...*

- represent the public and to consider the well-being and interests of the municipality
- develop and evaluate the policies and programs of the municipality
- determine which services the municipality provides

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

## ***Council***

*It is the role of Council to...*

- ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of council

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---


---

**Council**

*It is the role of Council to...*

- ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality

Amberley Cove Ltd October 2015



---

---

---

---

---

---

---


---

**Council**

*It is the role of Council to...*

- maintain the financial integrity of the municipality
- carry out the duties of council under this or any other Act

Amberley Cove Ltd October 2015



---

---

---

---

---

---


---

---

**Council**

- Exercises corporate powers
- Acts collectively, publicly & with advance notice
- No management functions by
  - Council
    - Members
    - Head of Council

Amberley Cove Ltd October 2015



---

---

---

---

---

---

---

---

## *Head of Council*

- Mayor
- Reeve
- Chair
- Warden
- Lord Mayor....

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

### *It is the role of the Head of Council to...*

- provide information and recommendations to council with respect to the role of council respecting the administrative & controllership policies, practices and procedures in place to implement the decisions of council

Amberley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

### *It is the role of the Head of Council to...*

- provide information / recommendations to council with respect to the role of council respecting the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality

Amberley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

***It is the role of the  
Head of Council to...***

- represent the municipality at official functions; and
- carry out the duties of the head of council under this or any other Act

Amberley Gavell Ltd October 2015

---

---

---

---

---

---

---

---

***As CEO  
the Head of Council shall...***

- ✓ uphold and promote the purposes of the municipality
- ✓ promote public involvement in the municipality's activities

Amberley Gavell Ltd October 2015

---

---

---

---

---

---

---

---

***As CEO  
the Head of Council shall...***

- ✓ act as the representative of the municipality both within and outside the municipality, and promote the municipality locally, nationally and internationally, and

Amberley Gavell Ltd October 2015

---

---

---

---

---

---

---

---

**As CEO**  
***the Head of Council shall...***

✓ participate in and foster activities that enhance the economic, social and environmental well-being of the municipality and its residents

Amherley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

***Chief Administrative Officer***

➤ Council may appoint a CAO who shall be responsible for

- exercising general control and management of the affairs of the municipality for the purpose of ensuring the efficient and effective operation of the municipality
- performing such other duties as are assigned by the municipality

Amherley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

***Municipal Staff***

It is the responsibility of Administration to:

- undertake research & provide advice to council
- implement council's decisions
- establish administrative practices & procedures to carry out council's decisions

Amherley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

## Councillor

- Public Official
- Limited individual powers
- No management powers
- Member of a Council that
  - Sets Policy
  - Makes decisions

Amberley Gavel Ltd October 2015

---

---

---

---

---

---

---

---

## Times Have Changed!

- Amalgamations
- Downloaded Services
- Reduced Sr. Government Funding
- Increased Regulation in some areas
- Increased Discretion in others
- Increased Accountability/Scrutiny/Reporting
- Increased Liability
- Increased Competition for Resources

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

## Times Still Changing!

- Ombudsman role January 1, 2016
- Request for Service Systems
- Local Appeal Process
- MCIA Review
- MEA Review
- Safe Drinking Water Act

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

### Procedure By-law

- Is Council's best friend
- Should be kept current
- Should be reviewed each term
- Should be subject of training
- Who needs to know it inside out?

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

### Codes of Conduct

- Components
  - Section
  - Describes expectations of ethical behaviour
    - Gifts and benefits
    - Confidentiality
    - Council, staff and public relations
    - Use of municipal property

Amberley Gavel Ltd October 2015



---

---

---

---

---

---

---

---

### Codes of Conduct

- Compliance and Enforcement
  - Who can file
  - Informal complaints
  - Formal complaints
  - Procedure on formal complaint
  - Appointment of Integrity Commissioner
  - Role of Commissioner
  - Indemnity

Amberley Gavel Ltd October 2015



---

---

---

---

---


---

---

---

**Codes of Conduct**

- Investigation
- Confidentiality
- Opportunity for resolution
- Report with recommendations
- Limited penalties if finding of breach
  - Reprimand and/or up to 90 days pay
- Council imposes

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

**Codes of Conduct**

- Other sanctions such as committee appointments possible
- Complaints may be restricted in election year
- IC may provide advice to members
- IC may be required to give annual report

Amberley Gavel Ltd October 2015 

---

---

---

---

---


---

---

---

**Codes of Conduct**

- Other codes or policies may be referenced in a Code of Conduct allowing for investigation under the Code.
- Criminal code matters must be referred to appropriate authorities and IC stoops.

Amberley Gavel Ltd October 2015 

---

---

---

---

---

---


---

---

**10 Critical Success Factors  
for Effective Councils**

1. Appropriate Facilities
2. No Ambushes
3. Know Roles
4. Well Constructed Agenda
5. Effective Chair
6. Competent Staff, Comprehensive Reports
7. Commitment to Transparency and Accountability
8. Know and follow the Procedure By-law
9. Be there and Be Prepared
10. Respect and Decorum

Amherst Gavel Ltd October 2015



---

---

---

---

---

---


---

---

**Effectiveness or Failure**

- Is a choice
- Determined by a majority of the members of Council
- Collective action or inaction
  - Not by the Mayor alone
  - Not by an individual councillor
  - Not by the staff

Amherst Gavel Ltd October 2015



---

---

---

---

---

---

---

---

**Questions?**

Amherst Gavel Ltd October 2015

---

---

---

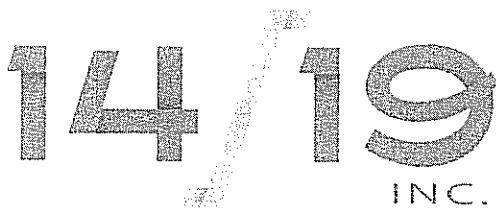
---

---

---

---

---



Blyth Arts & Cultural Initiative 14/19 Inc.

Update to Township of North Huron,  
November 11, 2015

*Agenda  
7.1  
Nov. 16/15*

- Our campaign materials have been printed and distribution to our 1419 x \$1419 Captains and others who are assisting has begun.
- A direct mail campaign through Canada Post has been completed - 619 addresses with Blyth's Postal Code. Follow-up calls are ongoing.
- Campaign Cabinet met last week to touch base regarding the prospect list including private, government and foundation contacts.
- Members of the Cabinet met with Deputy Premier, Deb Matthews in London yesterday. She agreed to be a champion for the initiative and in-roads will continue to be made for a significant contribution to The Village Plan.
- Regional Tourism Organization Four (RTO4) recently identified Blyth as a demand generator for tourism and culture in our region. This designation will allow us opportunities to access different pools of money. The Minister of Tourism has also been briefed about the RTO4 designation and our project.
- New financial tools are being developed including the Blyth Community Bond, an opportunity for social-conscious investors to see a return on their financial investment. This innovation is being led by an independent investor and entrepreneur with significant experience as a private equity professional.
- Friends from Tennessee lead a Bourbon Tasting event with Part II Bistro recently, netting \$5000 for the fund. The eighty diners are also being approached for significant contributions.
- The Project Director recently made our case for support to the Core Team of Huron County Economic Development Committee and the presentation was met with enthusiastic response.

All of this is to report that while no new money has come in as of this date, we are poised for significant contributions. We are working with a large corps of volunteers who are passionately committed to the project. We appreciate your patience.

Regards,

Karen Stewart, Administrator



## 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  
7.2  
Nov 16/2015

To: Reeve Vincent and North Huron Council  
From: Laura Young, Planner  
Date: 10 November, 2015  
RE: Proceeding with the 2015 North Huron Zoning By-law Update

This memo is for information in advance of the November 16<sup>th</sup> Council Meeting.

### Update on the Proposed Timeline for the Zoning Update

After receiving direction from Council at the November 2<sup>nd</sup> meeting to advertise for a Public Meeting on December 21<sup>st</sup>, staff mailed out letters to landowners who will have the Floodway Zone added to their property and began the drafting of the by-laws for the North Huron Zoning By-law Update and the Housekeeping Official Plan Amendment 10.

After an assessment of the scale of the by-laws proposed, planning staff will be rescheduling the Public Meeting for the Zoning By-law Update and the Housekeeping Official Plan Amendment 10 to take place on January 4<sup>th</sup> 2016 at 7pm, instead of the previously discussed date of December 21<sup>st</sup>. This will ensure the drafted by-laws are thorough and complete and allow for time for landowner comments to be received.

The remaining timeline for the Zoning By-law Update is outlined below:

Meeting with Staff to Discuss Revisions	August 2015	Complete
Introductory Council Info Session and Council direction to proceed to circulate draft changes for review at Public Open House	8 September 2015	Complete
Public Open House and Agency Review	19 October 2015	Complete
Revisions following public consultation	October & November 2015	
Required Public meeting (s. 34(13) of the Planning Act)	4 January 2015	
Adoption by North Huron Council	January 2016	

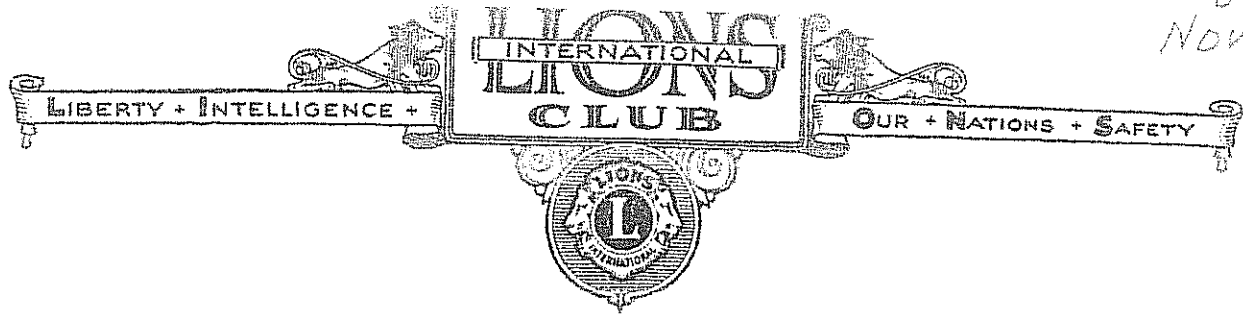
Sincerely,  
"original signed by"

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

*"Planning with the community for a healthy, viable and sustainable future."*



Ontario's West Coast



Agenda  
8.1  
NOV. 16/2015

WINGHAM, ONTARIO

NOG2WO

NOV - 4 2015

WINGHAM, ONTARIO

November 1, 2015

North Huron Council  
Wingham, ON  
NOG2WO

Dear Council:

I am the one of the co-chairpersons for the Wingham Lions Santa Claus Parade and I have contacted the County of Huron, Highway Department about closing Josephine Street in Wingham (North Huron) for the parade:

We have done this previously for the parade and are hoping to do so again this year. The parade is scheduled for Saturday, November 28, 2015 at 11:00 a.m. The duration of the closure would be two hours and Josephine Street would be closed from Scott Street (in the south end) to Park Drive (at the north end of town); traffic could be diverted to Minnie Street.

As in the past, would you provide the barriers for the temporary road closure with these barriers to be placed at Scott Street and Park Drive? Would you also notify Emergency Services of this closure and the detour route?

We would invite the North Huron Council to participate in the parade. We have appreciated your help and support in the past.

I can be reached at home phone at 519-357-3855; by email at [welston\\_1@sympatico.ca](mailto:welston_1@sympatico.ca); or by mail at Wingham Lions Club, Box 751, Wingham, ON NOG2WO

I look forward to hearing from you shortly.

Sincerely,

Lion Wayne Elston  
Parade Co-Chair

Ontario  
Provincial  
Police

Police  
provinciale  
de l'Ontario



Huron Detachment  
Détachement de Huron

79437 Bluewater Hwy  
PO Box 6  
Goderich, ON N7A 3Y5

79437 Route Bluewater  
boite 6 de PO  
Goderich, ON N7A 3Y5

*Agenda  
9.1  
Nov 14/2015*

**Attention:**

**Mr. Kelly Church  
North Huron - Public Works Department**

On October 1st, 2015 members of the Ontario Provincial Police - Drug Enforcement Unit executed a search warrant on a property located in the Municipality of North Huron.

While on scene police came upon a large outdoor marihuana growing operation on the property. Due to the large amount of marihuana plants present the police contacted the Municipality of North Huron requesting the assistance of the public works department.

North Huron employees Scott Price, Kevin Dunn and Scott Schiestel attended the property with heavy equipment and assisted with the removal of the marihuana plants.

While your employees where on scene they took directions on what needed to be accomplished, understood the importance of safety on the property, they acted professionally and also respected the integrity of the investigation.

The strong work ethic your employees demonstrated, further complemented by their knowledge and experience they had operating the equipment allowed for this process to move quickly and efficiently.

Once again thank you for your department's assistance with this incident.

Sincerely,

Detective Constable  
Tyler Stewart #13173  
Huron OPP Detachment  
Drug Enforcement Unit  
519 524 8314



Giving Hope Today

The Salvation Army – Wingham  
P. O. Box 610, Wingham, Ontario  
N0G 2W0

Agenda  
9.2  
Nov. 16/2015

Church  
205 Josephine St.  
519-357-1951  
Fax: 519-357-1473

November 2, 2015

Reeve Neil Vincent  
Box 90  
Wingham, Ontario  
N0G 2W0

RECEIVED  
NOV - 4 2015  
TELEPHONE OFFICE

Thrift Store  
205 Josephine St.  
519-357-3757  
Fax: 519-357-2063

Dear Sir:

The Salvation Army of Wingham will be having its official opening of the Christmas Kettle Campaign on November 20 at 1:00 p.m.

We would appreciate it if you or a representative from your office could be in attendance. We have made arrangements for the High School Band to be with us as well as other dignitaries from the area.

This event will take place at 205 Josephine Street (approximately 30-35 minutes). Looking forward to meeting you as we endeavour to reach out to the needy of Wingham and surrounding areas.

A response indicating your attendance would be appreciated by November 15, 2015.

Thank you kindly for your ongoing support to our organization.

Yours sincerely,

Major Arch Simmonds  
The Salvation Army  
(519) 357-1951

Ministry of Agriculture,  
Food and Rural Affairs

Ministère de l'Agriculture, de  
l'Alimentation et  
des Affaires rurales

4<sup>th</sup> Floor  
1 Stone Road West  
Guelph, Ontario N1G 4Y2  
Tel: 1-877-424-1300  
Fax: 519 826-3398

4<sup>e</sup> étage  
1 Stone Road West  
Guelph (Ontario) N1G 4Y2  
Tél. : 1-877-424-1300  
Télec. : 519 826-3398



## Rural Programs Branch

November 4, 2015

Our File: OCIF AC2-0425

Donna White, Treasurer  
Township of North Huron  
274 Josephine Street  
Wingham, Ontario  
N0G 2W0  
dwhite@northhuron.ca

Dear Donna White:

### Re: Invitation to submit application under the second intake of the Ontario Community Infrastructure Fund (OCIF) application-based component

Thank you for the Expression of Interest (EOI) on behalf of the Township of North Huron for the second intake of the OCIF.

We are pleased to inform you that your project proposal was selected to move forward to the application phase.

Note that an invitation to the application phase does not guarantee approval of funding.

The application form is attached. You will have until **Wednesday, December 16, 2015 at 5:00 p.m. (EST)** to complete the application form and return it, quoting your file number, OCIF AC2-0425, in the subject line. The completed application must be accompanied by any recent updates to your community's comprehensive asset management plan, as well as any other relevant supporting documentation.

Under this program, grants will be flowed based on the achievement of project milestones rather than on a receipts basis. In order to support this, the following points will apply if your project is approved:

- The Contribution Agreement (CA) must be signed by the applicant and returned to the Ministry of Agriculture, Food and Rural Affairs (OMAFRA) NO LATER THAN Friday, March 11, 2016.



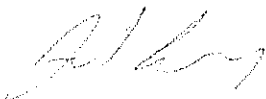
Good Things  
Grow in Ontario  
À bonne terre,  
bons produits



- A council/Local Services Board (LSB) resolution must accompany the CA. As approvals are anticipated in February, you may require a special council meeting in order to meet the timelines noted. Failure to do so can result in the loss of funding.
- Any required aboriginal consultations on the project should be done prior to the start of the project. Successful applicants will be asked to submit preliminary information on ongoing or possible aboriginal consultations.
- The breakdown of costs by fiscal year and the dates you provide in section 3 of the application will be used to populate your CA. For this reason, it is very important that the information is accurate.
- Construction (substantial performance) for all approved projects must be completed no later than December 31, 2017.

Should you have any questions, please do not hesitate to call the contact centre at 1-877-424-1300 or email [OCIF@ontario.ca](mailto:OCIF@ontario.ca).

Sincerely,



Joel Locklin  
Manager, Program Operations

Attachment: application template



CANADIAN  
CENTRE FOR  
RURAL CREATIVITY

RECEIVED

OCT 2 2015

TOWNSHIP OF NORTH HURON

October 31, 2015

Agenda  
9.4  
Nov. 14/2015

Sharon Chambers, CEO  
Township of North Huron  
Wingham, ON N0G 2W0

re: Request for Support for **Rural Talks to Rural**,  
a Rural+Creativity conference, September 28-30, 2016

Dear Sharon & Members of the Funding Review Team:

Please accept this letter as our application for funding in 2016. The Canadian Centre for Rural Creativity invites the Township of North Huron to join in partnership as a Conference Event Sponsor (\$5,000) of the **Rural Talks to Rural, Rural+Creativity Conference (R2R)**.

## **RURAL+CREATIVITY**

Two hundred and fifty rural delegates from across Canada are invited to spend three days together in the fall of 2016 in Blyth, Ontario – the heart of Canada's rural creativity. Rural innovators will gather to share success stories, examine the challenges of rural development - in general and specific terms, and add tools to the toolbox that contribute to making rural communities stronger. Speakers and panelists will have demonstrated a rural commitment, will have tackled a rural issue, and will have successfully problem-solved in moving the rural story forward.

## **HOSTED BY**

The Committee, lead by the Canadian Centre for Rural Creativity includes representatives from the County of Huron, the Township of North Huron, Huron Business Development Corporation, The Rural Voice, Huron Food Action Network and the University of Guelph.

## **AUDIENCE**

Rural Citizens/Community groups; Entrepreneurs/Farmers/Artists; Local Leaders; Provincial and Municipal Staff; Academics.

**14 19**  
inc.

Blyth Arts & Cultural Initiative 14/19 Inc.  
Box 279, 197 Dinsley Street, BLYTH, ON N0M 1H0  
[www.blyth1419.ca](http://www.blyth1419.ca) / [www.ruralcreativity.org](http://www.ruralcreativity.org) @TalkRural

## **CONFERENCE FORMAT**

### **Rural Stories**

An opportunity for delegates to share their stories and hear the stories of others. It is the beginning of building relationships between delegates – to network, spark connections and gather ideas.

### **Kitchen Table Conversations**

Great ideas often come from around the kitchen table – an informal setting for conversations on rural challenges – success stories will mingle with disaster tales. This will be an opportunity to drill down into each issue and to arrive at possible solutions or refine the questions. Plenary sessions to share highlights will follow.

### **In Conversation Sessions**

A small-scale organic farmer meets the manager from Hensall Co-op, a municipal councillor talks with a startup entrepreneur, and a recent college grad discusses the landscape with an established rural employer. With the help of a moderator, real life examples of rural solutions to rural challenges will be discussed to reveal how big notices small, how small works with big, and how work is created.

### **The Pitch & Catch**

This session is about an innovative idea meeting a financial opportunity. Entrepreneurs are invited to pitch their unique idea to a small group of investors.

### **Speak Easy Evenings**

Speaks are a late night opportunity for delegates to connect, exchange ideas, and be entertained in a more relaxed setting.

### **Rural Routes**

Delegates will become inspired by local examples of rural innovation as we tour Huron County.

### **R2R Pressure Cooker**

A think tank will take place in a local kitchen during the conference. Eight delegates will tackle a rural issue and over four hours will come up with an implementable action plan.

## **HOSPITALITY**

Fixed roof accommodations in North Huron will be offered to delegates in addition to an option for some to be billeted at local residences providing more opportunity for the conversation to continue so our guests get to know some of the local creators and innovators.

Each evening of the conference spotlights a different Huron County community where delegates will enjoy world class meals prepared by chefs featuring locally-sourced ingredients.

## **KHOR II**

The Canadian Centre for Rural Creativity is building a relationship with a group from the Netherlands called TAAT - Theatre for Architecture, Architecture for Theatre. A visual artist/ theatre professional joined forces with a talented Belgian architect and a stage designer to build a theatre-in-a-day. It's really a huge building kit that appears in a public space. A "pop-up" theatre.

**BUILD PLAY SHARE:** The local community can open the box and, using a manual, **BUILD** a wooden theatre pavilion over the course of one day, **PLAY** a DIY theatre play in it, and **SHARE** the construction as a platform that generates constructive, positive and sustainable initiatives that stay after the pavilion has gone.

TAAT won the Dioraphte theatre award for the concept about two years ago and they did a first try-out of the build last August. It was a huge success. People loved it. Starting with fifteen volunteers, they were joined during the day by many passer-by's who joined in. There was a great energy and a huge commitment.

Interest is high in Europe for KHORII to be part of local Festival's and events in Kopenhagen, Belgium, France, Germany and Holland. Some interest in the United States has also been exhibited so we're looking to build a second kit here. We're talking with local Mennonite's and hope to be the North American contact for Khor II - an opportunity for employment for two or three young professionals from here.

The partnership with the Festival is vital for the success of this project. The Young Company will potentially be the first group, followed by the Huron Pioneer Threshers, and a third build for the Conference at the end of September. After Blyth, we'll look for ways to take it across North America promoting our Centre and our relationship with Europe.

## **PROFILE**

As a Conference Sponsor the Township will receive recognition on the websites [ruralcreativity.org](http://ruralcreativity.org) and [blyth1419.ca](http://blyth1419.ca), on social media networks (@TalkRural), on printed digital materials, signage and flyers. There will be events during the conference where the Township will have an opportunity to address the delegates.

## BUDGET (Draft)

	<u>Revenue</u>		
Registrations	200 @\$250 / 50 in-kind (speakers, panelists)	\$50,000	
Event, Entertainment, Session Sponsors		\$32,300	
KhorII Sponsorships		\$25,000	
Sponsorships - Township of North Huron		\$5,000	\$112,300
	<u>Expenses</u>		
Venues		\$7,000	
Technology, equipment rentals		\$1,500	
Meals		\$25,000	
Entertainment		\$10,800	
Transportation		\$3000	
Accommodation/Travel for Speakers		\$5,000	
Hospitality/Gifts for Speakers/Panelists		\$1000	
Delegate Swag Bags gift items		\$6,000	
Volunteer Supplies		\$3000	
KhorII		\$50,000	\$112300

### Blyth 14/19 INITIATIVE

As you are aware, Blyth Arts & Cultural Initiative 14/19 Inc. is dedicated to the support and promotion of rural economic and community development. We feel we are at a critical crossroads, so we are working to offer support for rural communities' efforts to solve their own challenges in their own ways. R2R is an exciting project where we plan to continue the conversation and ignite action.

Thank you for your consideration. Please don't hesitate to contact me should you have any further questions.



Karen Stewart  
Administrator

519-441-7629 | karen@blyth1419.ca

Agenda  
9.5  
Nov 16/2015

**Barb Black**

---

**From:** Sharon Chambers  
**Sent:** November-10-15 4:15 PM  
**To:** Barb Black; Senior Management Team  
**Subject:** FW: Nominations Open for ROI's Youth Engagement Showcase

Please include in copied correspondence. Let me know if you want to suggest a nominee.

**From:** Ryan Deska [mailto:rdeska@ruralontarioinstitute.ca]  
**Sent:** November-10-15 9:51 AM  
**Subject:** Nominations Open for ROI's Youth Engagement Showcase

Attention Clerks: This email is intended for Mayors and Councillors. Thank you for passing it along.

**Which young leaders are taking charge and tackling important local issues in your community? The Rural Ontario Institute would like to hear from you.**

Starting November 2<sup>nd</sup>, 2015 you have the opportunity to nominate an Engaged Rural Youth – or young adult (under 29) – from your community to be profiled in the Rural Ontario Institute's *Youth Engagement Showcase*.

Through this initiative ROI is looking to:

1. Profile compelling stories of youth engagement
2. Highlight the impact youth can have in their local communities
3. Demonstrate how communities of all shapes and sizes, are successfully engaging and supporting youth in addressing local challenges.

From these nominations, a selection committee will identify 4-8 compelling stories to be profiled through short video documentaries (3-4 minutes each) to be filmed in each nominee's hometown. These documentaries will showcase these individuals' accomplishments and the community of support around them. In addition to these showcase stories, other strong nominations will be considered for ROI's online blog.

For more details on this initiative, and for nomination criteria, please visit the link below.

## **Nominate an Engaged Rural Youth Now!**

Note: While our focus is on gathering stories of individual youth, we are also interested in hearing about programs or organizations that have successfully promoted/enabled youth engagement in rural Ontario.

For more details, please contact:

Ryan Deska  
Project Lead | Youth Engagement Showcase  
Rural Ontario Institute  
[rdeska@ruralontarioinstitute.ca](mailto:rdeska@ruralontarioinstitute.ca)

519-826-4204

Nomination Link: [http://www.ruralontarioinstitute.ca/youth\\_engagement\\_showcase.aspx](http://www.ruralontarioinstitute.ca/youth_engagement_showcase.aspx)

MINUTES  
OF THE BLYTH BIA BOARD MEETING  
HELD AT THE BLYTH MEMORIAL COMMUNITY HALL  
WEDNESDAY, NOVEMBER 4, 2015 AT 8:00 A.M.

Agenda  
11.1.2  
Nov. 16/2015

Board Members Present:

Rick Elliott, Chair  
Peter Gusso, Vice Chair  
Gary Vanleeuwen, Treasurer  
John Stewart, Secretary  
Irene Kellins  
Deb Sholdice  
Lissa Kolkman  
Averly Kikkert  
Cat O'Donnell  
Bill Knott

Others in Attendance

Connie Goodall, North Huron Economic Development Officer  
Bev Elliott; Angela Hanlon

Call to Order, Welcome & Opening Remarks

Chair Rick Elliott called the meeting to order at 8:00 a.m. and welcomed everyone.

Declaration of Pecuniary Interests - None Declared

Adoption of the Agenda

**MOTION BBIA72/15**  
MOVED: Gary Vanleeuwen  
SECONDED: Averly Kikkert

*That the Blyth BIA Board hereby adopts the Agenda as presented.*

DISPOSITION: Motion Carried

Delegations/Invited Guests - None in Attendance

Minutes of the Previous Meeting

**MOTION BBIA73/15**  
MOVED: Deb Sholdice  
SECONDED: Lissa Kolkman

*That the Blyth BIA Board hereby adopts the Minutes of the Board Meeting held October 7, 2015 as printed and circulated.*

DISPOSITION: Motion Carried

Treasurer's Report

**MOTION BBIA74/15**  
MOTION Irene Kellins  
SECONDED: Deb Sholdice

*That the Blyth BIA Board hereby adopts the Treasurer's Report as presented.*

DISPOSITION: Motion Carried

Business Arising From Previous Meetings

(a) Blyth Citizen Christmas Advertising

**MOTION BBIA75/15**  
MOVED: Gary Vanleeuwen  
SECONDED: Averly Kikkert

*That the Blyth BIA Board hereby authorizes the placing of an advertisement in The Citizen in respect to the Lighting of the Lights.*

DISPOSITION: Motion Carried

**MOTION BBIA76/15**  
MOVED: Averly Kikkert  
SECONDED: Peter Gusso

*That the Blyth BIA Board hereby authorizes the placing of an advertisement in The Citizen in respect to Seasons Greetings.*

DISPOSITION: Motion Carried

(b) Christmas in Blyth – CKNX Advertising

It was noted that Tom Williscraft, CKNX, would be contacting area businesses if he has not already done so.

(c) Bicycle Safety & Share the Road

Township of North Huron, letter dated October 25, 2015 received from K. Adams, Clerk, in respect to Bicycle Safety & Share the Road. Council adopted the following Resolution: That the Council of the Township of North Huron hereby supports the requests from the Blyth BIA, and that the Director of Public Works is instructed to forward the Blyth BIA's letter to the County of Huron regarding bicycle lanes and increased bicycle safety; Further that the Director of Public Works is instructed to prepare a report based on the findings contained within the County of Huron Share the Road report; Further that the Director of Public Works is instructed to investigate increased signage to aid in public education with regards to the Share the Road initiative.

Chair Rick Elliott indicated that while he appreciated North Huron Council's actions, he believed the intent of the BBIA's letter was to also initiate actions at the Provincial Government level.

(d) Golden Ticket

Peter Gusso advised that tickets were available for sale at a number of locations throughout the community. It was also noted that a small profit had been realized from the 2014 draw.

(e) Witches Walk

Irene Kellins advised the Board that the Witches Walk Committee is considering the BBIA invitation to become a sub-Committee of the BBIA. One of the concerns raised by the Committee was the amount of paperwork required for reporting purposes.

Chair Rick Elliott advised that the BBIA Secretary would assist all sub-Committees in meeting the necessary reporting requirements as outlined in the Terms of Reference.

Correspondence

- (a) OBIAA – October Newsletter
- (b) Thank You Card from Vicky Bremner
- (c) Minutes – Wingham BIA October Meeting

Committee Reports

- (a) Lighting of the Lights – Saturday, November 21<sup>st</sup> – 6:00 p.m.

Averly Kikkert volunteered to prepare the program with the assistance of Peter Gusso for the Lighting of the Lights ceremony.

North Huron Economic Development Officer's Report

Connie Goodall, North Huron Economic Development Officer, stated that the Huron County Economic Development Strategic Plan was progressing well. The next meeting would be a Symposium on November 18<sup>th</sup> at a location to be determined. All businesses, organizations and interested individuals are encouraged to attend. She also advised that Junior Broomball was holding a tournament at the Blyth & District Community Centre on the weekend of November 7<sup>th</sup>. Silver Stick tournaments are being held in North Huron with games at the Blyth Arena on the weekends of November 28<sup>th</sup> and December 5<sup>th</sup>. The China Women's Olympic Hockey Team would be playing a local women's hockey team on November 25<sup>th</sup> at the North Huron Westcast Community Complex.

North Huron Council Report

Councillor Bill Knott advised the members that if the Board intends to borrow money it must be approved by Council as Council would be responsible for repayment of the loan if the Board defaulted. He also stated that all groups and organizations requesting money from Council had to submit the request in writing in order to have it considered for budget purposes. The request to repair the street signs had not been included in the municipality's budget. He suggested that the Board write a letter addressing the issues and requesting adequate funding be placed in the budget.

## New Business

(a) Lisa Thompson, MPP, re: Invitation to 'Commonwealth Women Parliamentarians', Bruce Power Visitor Centre, Nov. 6<sup>th</sup>, 10:00 am to 12:00 noon.

(b) BIA National Conference – April 10-13, 2016, London. Full Registration \$499.00.

(c) Village of Blyth 140<sup>th</sup> Anniversary – 2017.

(d) Village Signs

Cat O'Donnell has volunteered to look after placing the advertising on the signs. She stated that she will prepare a letter to distribute to local groups and organizations in respect to advertising.

(e) Garden Club – Friends of the Village

Lizza Kolkman advised that the 'Friends of the Village' has been established and an Executive has been elected. She stated that she is the liaison for the organization for communications with North Huron.

(f) Promotion of Blyth

Bev Elliott asked the Board to consider ways to promote the community. She stated that we need more people to open businesses in Blyth and we need to develop strategies to keep visitors in Blyth.

A general discussion was held with a number of ideas brought forward for consideration.

(g) Remembrance Day Services

Chair Rick Elliott advised that he had been in contact with the Blyth Legion in respect to laying a wreath at the Remembrance Day Services.

**MOTION      BBIA77/15**

MOVED:      Gary Vanleeuwen

SECONDED: Peter Gusso

*That the Blyth BIA Board hereby participates in the Remembrance Day Services held at the Blyth Memorial Community Hall.*

DISPOSITION: Motion Carried

Averly Kikkert volunteered to lay the wreath on behalf of the Blyth BIA.

## Coming Events

(a) Neil Diamond Tribute Comes to Blyth Theatre – Saturday, November 7<sup>th</sup>

(b) North Huron Fall Yard Waste Collection – Oct. 19<sup>th</sup>, Nov. 2<sup>nd</sup> & Nov. 9<sup>th</sup>

(c) Remembrance Day Services – November 11<sup>th</sup> - Blyth Memorial Community Hall, 10:45 a.m.

(d) Tim and Glory Boys – Blyth Memorial Community Hall – Sunday, November 15<sup>th</sup>

(e) An Evening with Frank Mills – Blyth Memorial Community Hall – Friday, November 20<sup>th</sup>

(f) Blyth Lions Club Christmas Dinner & Dance – Saturday, December 12<sup>th</sup>

(g) Rural to Rural Conference – September, 2016

Next Meeting – Wednesday, December 2, 2015, Blyth Memorial Community Hall, 8:00 a.m.

Adjournment

**MOTION**    **BBIA78/15**

MOVED:     Irene Kellins

SECONDED: Gary Vanleeuwen

*That there being no further business before the Blyth BIA Board, the meeting be hereby Adjourned at 9:38 a.m.*

DISPOSITION: Motion Carried

---

Rick Elliott, Chairperson

---

John Stewart, Secretary

THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON

BY-LAW NO. 81-2015

---

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420.

---

**WHEREAS** the Municipal Act, 2001, as amended permits the Councils of all municipalities to enter into certain agreements;

**AND WHEREAS** Council is desirous of executing an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420.

**NOW THEREFORE**, the Council of the Corporation of the Township of North Huron ENACTS the following:

1. The Reeve and Clerk to sign, on behalf of Council, an Encroachment Agreement between the Township of North Huron and Blyth Canadian Legion Branch Home No. 420.
2. A copy of the said Contract is attached hereto and designated as Schedule A to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16<sup>TH</sup> DAY OF NOVEMBER, 2015.

READ A THIRD TIME AND PASSED THIS 16<sup>TH</sup> DAY OF NOVEMBER, 2015.

CORPORATE SEAL

\_\_\_\_\_  
Neil G. Vincent, Reeve

\_\_\_\_\_  
Kathy Adams, Director of  
Corporate Services/Clerk



**ARTICLE 3**  
**NOTICE**

3.1 Any notice or other communication required to be given by this Agreement shall be in writing and shall be effective if personally delivered or sent by prepaid telecopier, telex or other similar means of electronic communication and confirmed by mailing the original document so sent by prepaid mail on the same or following day, at the following addresses:

- (a) BLYTH CANADIAN LEGION BRANCH HOME NO. 420  
120 Dinsley Street  
P.O. Box 206  
Blyth, Ontario N0M 1H0  
Attention: President
  
- (b) THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
274 Josephine Street  
PO Box 90  
Wingham, Ontario N0G 2W0  
Attention: Chief Administrative Officer  
Facsimile: 519-357-1110

or at such other address as the party to whom such notice or other communication is to be given shall have advised the party giving same in the manner provided in this section.

3.2 For all purposes of this Agreement, "Business Day" shall mean any day of the week except Saturday, Sunday or a statutory holiday in the Province of Ontario.

3.3 Any notice or other communication given in accordance with this Agreement shall be deemed to have been received in the case of personal delivery, on the date of delivery, provided that if such day is not a Business Day, such notice or other communication shall be deemed to have been so given on the next following Business Day, and in case of electronic transmission, on the day of the transmission therein described, provided that if such day is a Business Day and that such transmission is completed after 5:00 pm on such day, such notice or other communication shall be deemed to have been given and received on the first Business Day after such transmission.

**ARTICLE 4**  
**GENERAL**

4.1 This Agreement constitutes the entire agreement between the parties regarding the subject matter hereof, and it is understood and agreed that there are no agreements, conditions, warranties, terms, representations or arrangements, oral or written, statutory or otherwise, other than those contained herein.

4.2 This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.

4.3 Time shall be of the essence of this Agreement and every part hereof.

4.4 This Agreement shall be read with all changes in gender and number required by the context.

4.5 The headings contained in this Agreement are for convenience of reference only, and shall not affect the interpretation of this Agreement.

4.6 If for any reason whatsoever any term, covenant or condition of this Agreement or the application hereof to any person, firm or corporation or circumstance is to any extent held or rendered invalid, unenforceable or illegal, then such term, covenant or condition:

- (a) shall be deemed to be independent of the remainder of this Agreement and to be severable and divisible therefrom, and its invalidity or unenforceability shall not affect, impair or invalidate the remainder of this Agreement or any part thereof; and

(b) shall continue to be applicable to and enforceable to the fullest extent permitted by law against any person or circumstance other than those as to which it has been held or rendered invalid, unenforceable or illegal.

4.7 The following schedules, whether attached hereto or acknowledged as a separate document, shall form a part of this Agreement:

Schedule "A" - Sketch

Subject to any restrictions herein contained, this Agreement shall enure to the benefit of and be binding upon the parties and their respective successors and permitted assigns.

4.8 This Agreement, or any notice thereof, shall be registered against title to North Huron Lands and the Legion Lands and the cost to prepare and register this Agreement shall be at the expense of the Legion.

4.9 Disputes as to the implementation hereof or as to the reasonableness of any disapproval or refusal to give consents, shall be resolved by a single arbitrator appointed and proceeding under the *Arbitrations Act of Ontario* whose decision shall be final and binding upon the parties and not subject to appeal. The expense of the arbitration shall be shared equally by the parties unless the arbitrator in his discretion otherwise directs. Each party, however, shall bear its own witness and counsel fees.

4.10 This Agreement may be signed in counterparts and by facsimile and each of such counterparts shall constitute an original document and such counterparts, taken together, shall constitute one and the same instrument.

4.11 The Legion shall bear all costs of North Huron related to preparation and review of this Agreement.

IN WITNESS WHEREOF the parties hereto have hereunto caused to be affixed their respective corporate seals, attested to by the hands of their proper signing officers duly authorized on behalf and on the date first written above.

**THE CORPORATION OF THE  
TOWNSHIP OF NORTH HURON**

Per: \_\_\_\_\_  
Reeve

Per: \_\_\_\_\_  
Clerk

*We have authority to bind the Municipal Corporation*

**BLYTH CANADIAN LEGION BRANCH  
HOME NO. 420**

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

Title: \_\_\_\_\_

Per: \_\_\_\_\_  
Name: \_\_\_\_\_

Title: \_\_\_\_\_

*We have authority to bind the Corporation*

SCHEDULE "A"

SKETCH

*Agenda  
16,  
Nov. 16/2015*

**THE TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 82-2015**

**A By-law of the Township of North Huron  
To confirm generally previous actions of the Council of the  
Township of North Huron**

**THEREFORE** the Council of the Corporation of the Township of North Huron enacts as follows:

1. The actions of the Council of the Corporation of the Township of North Huron at its meeting on November 16, 2015, be confirmed.
2. Execution by the Reeve and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its final passing.

**READ A FIRST AND SECOND TIME** this 16<sup>th</sup> day of November, 2015.

**READ A THIRD TIME AND FINALLY PASSED** this 16<sup>th</sup> day of November, 2015.

---

**Neil Vincent, Reeve**

**SEAL**

---

**Kathy Adams, Director of  
Corporate Services/Clerk**