

REVISED AGENDA
FOR THE TOWNSHIP OF NORTH HURON COUNCIL MEETING



Date: Monday, April 3, 2017
Time: 7:00 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

Pages

1.	CALL TO ORDER	
2.	CONFIRMATION OF THE AGENDA	
	<i>THAT the Council of the Township of North Huron; accept the Agenda for the April 3, 2017 Council Meeting; as amended to remove Notice of Motion Item 9.1.</i>	
3.	DISCLOSURE OF PECUNIARY INTEREST	
4.	CONSENT AGENDA	
	<i>THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 to 4.1.2;</i>	
	<i>AND FURTHER THAT all other Consent Items be received for information.</i>	
4.1	Minutes	
4.1.1	Minutes of the Regular Council Meeting held March 20, 2017	5
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5.	PUBLIC MEETINGS/HEARINGS AND DELEGATIONS	
5.1	Bill Dietrich, Dietrich Engineering Limited - Jackson and Schultz Municipal Drains 2017	
	Engineer to provide a verbal update regarding tender results	

5.2	Court of Revision - Jackson and Schultz Municipal Drains 2017	
	<i>THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at ... p.m. to enter a Court of Revision meeting for the Jackson and Schultz Municipal Drains 2017.</i>	
	<i>THAT The Council of the Township of North Huron reconvene the Regular Council meeting at ... p.m.</i>	
5.2.1	Tender Results - Jackson and Schultz Municipal Drains 2017	56
	<i>THAT the Council of the Township of North Huron hereby award the contract on the Jackson and Schultz Drains 2017 to Robinson Farm Drainage Limited subject to the third reading of By-law No. 16-2017 Being a By-law to Provide for a Drainage Works for the Jackson and Schultz Municipal Drains 2017.</i>	
5.3	Cathy Ritsema - Alzheimer Society of Huron County	58
6.	REPORTS	
6.1	Clerks Department	
6.2	Finance Department	
6.3	Recreation and Facilities Department	
6.4	Public Works / Utilities Department	
6.4.1	StopGap Policy	66
	<i>THAT the Council of the Township of North Huron hereby accepts the StopGap Program Report for information purposes;</i>	
	<i>AND FURTHER THAT the Council of the Township of North Huron approve and adopt the “StopGap Ramp Policy” for use in North Huron.</i>	
6.4.2	Streetlight LED Conversion Report - LAS-RealTerm Proposal	73
	<i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works regarding LED Streetlight Conversion Program – LAS/RealTerm Energy Proposal for information;</i>	
	<i>AND FURTHER THAT Council approve the execution of a Letter of Engagement with LAS and their service partner RealTerm Energy for the audit, design, upgrade, and energy performance of LED streetlights as detailed in their proposal;</i>	
	<i>AND FURTHER THAT Council approve the project funding from the Water and Sewer reserves for approximately \$530,000, with savings from the reduced energy costs of streetlights being allocated back to the Water and Sewer reserves for the full amount of borrowing;</i>	
	<i>AND FURTHER THAT Council direct staff, following completion of the borrowing term, to continue streetlight revenues on trend with current rates and redirect the surplus into a Roads reserve.</i>	
6.4.3	Water and Wastewater Annual Reports	81
	<i>THAT the Council of the Township of North Huron hereby receive the 2016 Water and Wastewater Annual Reports for Blyth and Wingham systems produced by Veolia Water Canada for information purposes.</i>	

6.4.4	Public Works Garbage and Recycling RFP Award	134
	<i>THAT the Council of the Township of North Huron hereby receive the Director of Public Works report regarding Garbage and Recycling Curbside Collection RFP Results;</i>	
	<i>AND FURTHER THAT the Council of the Township of North Huron hereby directs the Director of Public Works to engage the public on the preferred Option B - Bi-weekly Curbside Collection for Garbage and Recycling and other associated potential impacts or initiatives with that option;</i>	
	<i>AND FURTHER THAT Council hereby directs the Director of Public Works to report back to Council with the results and a firm recommendation for contract award;</i>	
	<i>AND FURTHER THAT the Director of Public Works be directed to engage in a detailed service and rate review for the solid waste operation, and develop a plan to reduce the impact of solid waste to taxation.</i>	
6.5	Fire Department of North Huron	
6.6	Building Department	
6.7	CAO	
6.7.1	Draft Cross Border Agreement Amendment	141
	<i>THAT the Council of the Township of North Huron hereby accepts the report of the CAO regarding an amended Cross Border Servicing Agreement with the Municipality of Morris Turnberry for information purposes;</i>	
	<i>AND FURTHER THAT Council approves the amendments to the Agreement as presented in the draft document;</i>	
	<i>AND FURTHER THAT the Clerk is instructed to prepare a by-law to authorize the amended Agreement, after it has been ratified by Morris Turnberry Council.</i>	
7.	CORRESPONDENCE	
8.	COUNCIL REPORTS	
8.1	REEVE ACTIVITY REPORT	
8.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
8.3	REQUESTS BY MEMBERS	
9.	NOTICE OF MOTION	
10.	BY-LAWS	
10.1	By-law No. 28-2017	158
	A by-law to appoint Statutory Officials to the Corporation of the Township of North Huron, as amended.	
	<i>THAT by-law No. 28-2017; being a by-law to appoint Statutory Officials to the Corporation of the Township of North Huron as amended; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law Book.</i>	

10.2	By-law No. 29-2017	160
	<p>A by-law to amend By-law No. 19-2015, being a By-law respecting Construction, Demolition and Change of Use Permits and Inspections</p> <p><i>THAT by-law No. 29-2017; being a by-law to amend By-law No. 19-2015, being a By-law respecting Construction, Demolition and Change of Use Permits and Inspections; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law Book.</i></p>	
10.3	By-law No. 30-2017	163
	<p>A by-law to amend Schedule "C" to By-Law No. 09-2017, being a by-law to establish fees and charges for the Township of North Huron</p> <p><i>THAT By-law No. 30-2017; being a by-law to amend Schedule "C" and Schedule "L" to By-Law No. 09-2017, being a by-law to establish fees and charges for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law Book.</i></p>	
11.	ANNOUNCEMENTS	
12.	OTHER BUSINESS	
13.	CLOSED SESSION AND REPORTING OUT	
	<p><i>THAT the Council of the Township of North Huron hereby proceeds at ... pm. to an In-Camera Session (Closed to the Public) to discuss the following:</i></p> <ul style="list-style-type: none"><i>• A proposed or pending acquisition or disposal of land by the municipality or local board (Wingham Property)</i><i>• proposed or pending acquisition or disposal of land by the municipality or local board (Blyth Property)</i> <p><i>THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at ... pm.</i></p> <p><i>THAT the Council of the Township of North Huron hereby confirm the direction given to staff, in Closed Session.</i></p>	
13.1	Wingham Property	
13.2	Blyth Property	
14.	CONFIRMATORY BY-LAW	
14.1	By-law No. 31-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.	168
	<p><i>THAT By-law 31-2017; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i></p>	
15.	ADJOURNMENT	
	<p><i>THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at pm.</i></p>	

MINUTES OF THE TOWNSHIP OF NORTH HURON
REGULAR COUNCIL MEETING



Date: Monday, March 20, 2017
Time: 7:04 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Reeve Neil Vincent
Deputy Reeve James Campbell
Councillor Ray Hallahan
Councillor Trevor Seip
Councillor Brock Vodden
Councillor Bill Knott

MEMBERS ABSENT: Councillor Yolanda Ritsema-Teeninga

STAFF PRESENT: Sharon Chambers, CAO
Kathy Adams, Director of Corporate Services / Clerk
Donna White, Director of Finance
Pat Newson, Director of Recreation and Facilities
David Sparling, Director of Fire and Emergency Services
Kirk Livingston, CBO/Property Standards/Zoning
Richard Al, Manager of Employee and Business Services

OTHERS PRESENT: Denny Scott, Citizen
Kelsey Dunbar, Advance Times
Ryan Drury, CKNX
Jim Rutledge, Patrick Nagel, Ryan Ladner

1. CALL TO ORDER

Reeve Vincent called the meeting to order at 7:04 pm.

2. CONFIRMATION OF THE AGENDA

M129/17

MOVED BY: T. Seip

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron; accept the Agenda for the March 20, 2017 Council Meeting; as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

4. CONSENT AGENDA

4.1 Minutes

4.1.1 Minutes of the Regular Council Meeting held March 6, 2017

4.1.2 Minutes of the Budget Meeting held March 13, 2017

4.1.3 Minutes of the East Wawanosh 150th Anniversary Committee Meeting held February 7, 2017

4.2 Reports

4.2.1 Bills and Accounts

4.2.2 Finance Report 03-20-17 (Activity Report)

4.2.3 Fire and Emergency Services Report 03-20-17 (Activity Report for March)

4.2.4 Building Department Report 03-20-17 (Activity Report)

4.2.5 CAO Report 03-20-17 (Administration Activities)

4.3 Correspondence

4.3.1 MPAC Assessing Properties in Proximity to Industrial Wind Turbines

4.3.2 Annual Meeting of the Huron County Municipal Officers' Association

4.3.3 Maitland Conservation Foundation Dinner and Auction

M130/17

MOVED BY: B. Vodden

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 to 4.1.2;

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

CARRIED

5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS**5.1 Dutch - Canadians - Remember as One - Request for Support**

Jim Rutledge and Patrick Nagel delivered a presentation on behalf of Dutch-Canadians Remember as One outlining planned events and initiatives to honour, remember and respect the twenty fallen men from Huron County who paid the supreme sacrifice during the liberation of the Netherlands in 1944-1945. As well as honour and remember the 7,600 Canadians who lost their lives during this campaign.

Mr. Rutledge and Mr. Nagel requested that Council consider a donation of \$760 to assist with funding planned events.

Mr. Rutledge and Mr. Nagel were thanked and departed.

M131/17

MOVED BY: B. Knott

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby receives the presentation from the Dutch-Canadian-Remember as One for information purposes;

AND FURTHER THAT their request for funding be considered as part of the 2017 budget deliberations.

CARRIED

5.2 Fire Department of North Huron

Reeve Vincent thanked David Sparling for his years of service as Director of Fire and Emergency Services for the Township of North Huron and introduced Ryan Ladner who will begin as Director of Fire and Emergency Services for the Township of North Huron on April 1st, 2017.

Ryan Ladner introduced himself and expressed his eagerness to assume the role as Director of Fire and Emergency Services.

David Sparling thanked Council, municipal partners and FDNH personnel for their support during his time as Director of Fire and Emergency Services and congratulated Ryan Ladner on his new position.

Mr. Ladner and Mr. Sparling departed.

6. REPORTS

6.1 Clerks Department

6.1.1 Appointment of Weed Inspector

M132/17

MOVED BY: J. Campbell

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby accepts the Clerk's report on the Appointment of a Weed Inspector for information purposes; AND FURTHER THAT the County of Huron Area Weed Inspector be appointed as the Weed Inspector for the Township of North Huron; AND FURTHER THAT Schedule A to By-law No. 1-2017 Being a By-law to Appoint Statutory Officials to the Township of North Huron be amended to reflect the appointment of the Weed Inspector.

CARRIED

6.2 Finance Department

6.2.1 Source Water Protection Amendment No. 3

M133/17

MOVED BY: B. Knott

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby adopts Amendment No. 3 to the Source Protection Municipal Implementation Fund (SPMIF_1314_026); AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow the By-law to be passed at the March 20, 2017 Council meeting; AND FURTHER THAT the authority to execute the agreement be delegated to the Director of Finance, Donna White.

CARRIED

6.3 Recreation and Facilities Department

6.4 Public Works / Utilities Department

6.4.1 RFT for Crush, Load, Haul and Spread Maintenance Gravel Award

M134/17

MOVED BY: R. Hallahan

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby received the RFT for Crush, Load, Haul, and Spread Maintenance Gravel Award Report as prepared by the Director of Public Works for information purposes;

AND FURTHER THAT RFT-2017-002 be awarded to Joe Kerr Limited to crush, load, haul, and spread approximately 19,400 tonnes of Granular 'A' crushed gravel, at a cost of \$ 5.32 per tonne, in the amount of \$ 111,309.52 including HST;

AND FURTHER THAT the Council authorizes the Reeve and Clerk to sign the contract documentation.

CARRIED

6.4.2 RFQ for Trade Services Award

M135/17

MOVED BY: B. Vodden

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby receives the RFQ for Trade Services Report as prepared by the Director of Public Works, for information purposes;

AND FURTHER THAT that the 2017-2019 work schedule be awarded to the Preferred Contractors indicated on the attached schedules, in accordance with the terms stipulated in the Request for Quotation documents for Trade Services.

CARRIED

6.5 Fire Department of North Huron

6.6 Building Department

6.7 CAO

7. CORRESPONDENCE

- 7.1 Drinking Water Source Protection - Request Re: Municipal Representative to the Source Protection Committee Central Municipal Grouping.

M136/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby supports the Ausable Bayfield Source Protection Authority seeking an exemption from the Minister of Environment and Climate Change to the current rule that a Board member of the Conservation Authority may not sit on the Source Protection Committee, to allow the municipal representative for the central grouping, David Blaney, to remain on the Source Protection Committee until late 2018.

CARRIED

8. COUNCIL REPORTS

- 8.1 REEVE ACTIVITY REPORT

Reeve Vincent reported attending the Ontario Plowmen's Association convention in Stratford recently and noted that preparations are now taking place for the International Plowing Match at which Huron County will be showcased.

CAO Sharon Chambers noted that there will be space available in structures provided by Huron County at the International Plowing Match for each of the lower tier municipalities to showcase their municipality.

Reeve Vincent noted being in negotiations with a potential ESTC user, more news to follow in the future.

Reeve Vincent reported that the Huron Manufacturing Awards gala is scheduled for November 16, 2017 in Exeter.

Reeve Vincent reported that the Musical Muskrat Festival is taking place the second weekend in June.

Reeve Vincent noted the East Wawanosh 150th committee is holding a photography contest and posters will be coming out soon.

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

Councillor Seip reported that the 2nd Annual Building Bridges Gala event will be taking place on April 29, 2017 at the Wingham Knights of Columbus Hall. Tickets are available for \$85 each, \$150 for 2 or a table for \$600 and the theme is Dr. Seuss.

8.3 REQUESTS BY MEMBERS

9. NOTICE OF MOTION

10. BY-LAWS

10.1 By-law No. 20-2017

Being a by-law to authorize designated officials to sign, on behalf of Council, Amendment No. 3 to a Grant Funding Agreement between the Corporation of the Township of North Huron and Her Majesty The Queen In Right of Ontario as represented by the Ministry of the Environment, Source Protection Programs Branch.

M137/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT By-law No. 20-2017; being a by-law to authorize designated officials to sign, on behalf of Council, Amendment No. 3 to a Grant Funding Agreement between the Corporation of the Township of North Huron and Her Majesty The Queen In Right of Ontario as represented by the Ministry of the Environment, Source Protection Programs Branch; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10.2 By-law No. 21-2017

Being a by-law to amend Schedule "B" to By-law No. 54 (2007), being a by-law to adopt an Emergency Management Program for the Township of North Huron.

M138/17

MOVED BY: R. Hallahan

SECONDED BY: J. Campbell

THAT By-law No. 21-2017; being a by-law to amend Schedule "B" to By-law No. 54 (2007), being a by-law to adopt an Emergency Management Program for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10.3 By-law No. 22-2017

Being a by-law to amend By-law No. 107-2016; being a by-law to appoint to the positions of a Chief Building Official, Building Inspector, and By-law Enforcement Officer and Property Standards Officer for the Township of North Huron.

M139/17

MOVED BY: T. Seip

SECONDED BY: B. Knott

THAT By-law No. 22-2017; being a by-law to amend By-law No. 107-2016; being a by-law to appoint to the positions of a Chief Building Official, Building Inspector, and By-law Enforcement Officer and Property Standards Officer for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10.4 By-law No. 23-2017

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement for the purpose of a Wingham Farmers' Market 2017-2019 between the Corporation of the Township of North Huron and The Wingham Farmers' Market Committee.

M140/17

MOVED BY: J. Campbell

SECONDED BY: R. Hallahan

THAT By-law No. 23-2017; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement for the purpose of a Wingham Farmers' Market 2017-2019 between the Corporation of the Township of North Huron and The Wingham Farmers' Market Committee; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10.5 By-law No. 24-2017

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Montgomery Industrial Services Ltd. for the Wingham Town Hall HVAC Upgrades 2017 Project.

M141/17

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT By-law No. 24-2017; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Montgomery Industrial Services Ltd. for the Wingham Town Hall HVAC Upgrades 2017 Project; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10.6 By-law No. 25-2017

Being a by-law to appoint a Director of Fire and Emergency Services/Fire Chief for the Township of North Huron.

M142/17

MOVED BY: B. Vodden

SECONDED BY: R. Hallahan

THAT By-law No. 25-2017; being a by-law to appoint a Director of Fire and Emergency Services/Fire Chief for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

11. ANNOUNCEMENTS

12. OTHER BUSINESS

13. CLOSED SESSION AND REPORTING OUT

M143/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby proceeds at 8:15 pm. to an In-Camera Session (Closed to the Public) to discuss the following:

- *Personal matters about an identifiable individual, including municipal or local board employees (Tax write-off);*
- *Personal matters about an identifiable individual, including municipal or local board employees (Administration Staff);*
- *A proposed or pending acquisition or disposal of land by the municipality or local board (Blyth Property).*

CARRIED

M144/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 10:44 pm.

CARRIED

M145/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

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

CARRIED

14. CONFIRMATORY BY-LAW

- 14.1 By-law No. 26-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.

M146/17

MOVED BY: B. Vodden

SECONDED BY: T. Seip

THAT By-law 26-2017; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

15. ADJOURNMENT

M147/17

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 10:45 pm.

CARRIED

Neil Vincent, Reeve

Kathy Adams, Clerk

MINUTES OF THE TOWNSHIP OF NORTH HURON

BUDGET MEETING



Date: Monday, March 27, 2017

Time: 7:02 p.m.

Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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

STAFF PRESENT: Sharon Chambers, CAO
Kathy Adams, Director of Corporate Services / Clerk
Donna White, Director of Finance
David Sparling, Director of Fire and Emergency Services
Jeff Molenhuis, Director of Public Works
Kirk Livingston, CBO/Property Standards/Zoning
Richard Al, Manager of Employee and Business Services

1. Call to Order

Reeve Vincent called the meeting to order at 7:02 pm.

2. Confirmation of Agenda

M148/17

MOVED BY: T. Seip

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby accepts the Agenda for the March 27, 2017 Budget Meeting; as amended to include individualized budget items 6.2.1 to 6.2.21.

CARRIED

3. Disclosure of Pecuniary Interest

None disclosed.

4. Reports

Reports from Previous Meeting

4.1 2016 Fire Department Reconciliation

Donna White, Director of Finance, suggested that Council consider the 2016 Fire Department Reconciliation report and associated resolution after receiving the budget presentation from the Director of Fire and Emergency Services.

4.2 2016 Reserve/Reserve Fund Listing

M149/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby adopts the 2016 Working Reserve and Reserve Fund Listing as presented by the Director of Finance.

CARRIED

New Reports

4.3 2016 Tax Supplemental, Write Off Report

M150/17

MOVED BY: T. Seip

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby adopts the 2016 Property Tax Supplemental and Write-off Report as presented by the Director of Finance.

CARRIED

4.4 2017 Assessment Update

M151/17

MOVED BY: J. Campbell

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby receives the 2017 Assessment Update Report for information purposes.

CARRIED

4.5 OCIF Formula Funding Component Endorsement and Pre-Budget Approval

Donna White, Director of Finance, suggested that Council consider the OCIF Formula Funding Component Endorsement and Pre-Budget Approval report and associated resolution after receiving the budget presentation from the Director of Public Works.

4.6 Cross Border Servicing Request - Follow-up Report**M152/17**

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby approve the proposed revisions to the Existing Cross Border Servicing Agreement with the Municipality of Morris-Turnberry;

AND FURTHER THAT the Chief Administrative Officer be instructed to send an amended Agreement to Morris Turnberry, with the additional provisions as outlined in the CAO's March 27th Report.

CARRIED

4.7 Rural Economic Development Fund Application**M153/17**

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby authorizes that an application be submitted under the OMAFRA Rural Economic Development Program for a Hotel/Accommodation feasibility study for the Community of Blyth contingent upon a formal agreement with Cowbell Inc. for a commitment towards the cost of the study, should the grant application be successful.

CARRIED

5. Action Items from Previous Meeting

Donna White, Director of Finance, reviewed the action items arising from the previous Budget Meeting held March 13, 2017.

5.1 Child Care Services Budget

- Revised to reflect redistribution of 2017 Wage Enhancement
- Revised to reflect breakdown for parent revenue and fee subsidy
- Revised to reflect revenue calculations as directed by Council at previous meeting

5.2 Fire Marque Revenue Statement – 2015 vs 2016

5.3 2016 Knights of Columbus Statement

5.4 Airport Budget

- Revised to show breakdown of farmland rent separate

5.5 Clarification on Donations – two new requests

5.5.1 Dutch Canadians Remember as One

5.5.2 Huron County Farm and Home Safety Association

Donna White, Director of Finance, requested that discussions regarding donations be deferred to the next Budget Meeting scheduled for April 10, 2017 due to time constraints.

6. 2017 Draft Budget

6.1 Public Works Business Plan

Jeff Molenhuis, Director of Public Works, presented the Public Works Business Plan.

6.2 Budgets to be presented

6.2.1 Roads

6.2.2 Street Lighting

6.2.3 Water

6.2.4 Sewer

6.2.5 Waste

6.2.6 Cemetery

6.2.7 Drainage

Jeff Molenhuis, Director of Public Works, presented the Roads, Street lighting, Water, Sewer, Cemetery, and Drainage budgets.

M154/17**MOVED BY:** R. Hallahan**SECONDED BY:** T. Seip

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works and CAO regarding OCIF Formula Funding Application Endorsement and Pre-Budget Approvals for information; AND FURTHER THAT the Council of the Township of North Huron hereby endorse the Surface Treatment capital project; Public Works Facility Condition Assessment and Space Needs; and the Financial Analyst position for funding under the Ontario Community Infrastructure Fund (OCIF) – Formula Component Project; AND FURTHER THAT the Council of the Township of North Huron hereby grant pre-budget approval for the surface treatment capital project and the Westmoreland reconstruction capital project to initiate the procurement process.

CARRIED

6.2.8 Fire

6.2.9 ESTC

6.2.10 FPO & NH Only

6.2.11 Emergency Planning

David Sparling, Director of Fire and Emergency Services, presented the Fire, ESTC, FPO (NH Only), and Emergency Planning budgets.

M155/17**MOVED BY:** T. Seip**SECONDED BY:** J. Campbell

THAT the Council of the Township of North Huron hereby adopts the 2016 Fire Department Reconciliation as presented by the Director of Finance; AND FURTHER THAT the Reconciliation be forwarded to the partners that have entered into a Municipal Fire Protection Agreement.

CARRIED

6.2.12 Building

6.2.13 Property Standards

6.2.14 Animal Control

Kirk Livingston, Chief Building Official, presented the Building, Property Standards, and Animal Control budgets.

Donna White, Director of Finance, requested that the review of the remaining budget items be deferred to the next Budget Meeting to be held April 10, 2017, due to time constraints.

6.2.15 Maitland Valley Conservation Authority

6.2.16 Council

6.2.17 Administration

6.2.18 General Government

6.2.19 Planning & Development

6.2.20 2017 Borrowing Costs

6.2.21 2017 Capital Summary

7. Council Direction and Priorities

- 1% increase generates \$47,209.78
- Year 2 Hospital Donation of \$50,000 = 1.06% increase
- Current spending increase is currently at 14.04% or \$663,058.00
- Revisions required to meet Council approval % target

Donna White, Director of Finance, requested feedback from Council regarding priorities and direction.

Reeve Vincent commented that Council has received a number of additional and increased donation requests and noted that Council must review the donation request list to decide which donations to authorize.

Councillor Knott noted that the donation request from the Firefighters Association has increased significantly and is one that requires discussion.

Councillor Seip commented that in the past some budgeted capital items/projects have gone uncompleted in the year which they were budgeted, therefore requiring the funds to be transferred to reserves and completed in a subsequent year. Councillor Seip requested that Department Heads evaluate and prioritize capital items/projects while taking into account workload, to ensure that items/projects can be completed in 2017 and not deferred to a subsequent year.

Discussion regarding acceptable tax increases took place.

Councillor Seip commented that communication is essential to educate the public regarding details of what a particular increase equates to in terms of their tax bill.

Deputy Reeve Campbell inquired as to whether there are any grant applications in the queue and noted that it is difficult to direct Department Heads on which items to cut.

Councillor Vodden noted that deferring capital items does not negate the necessity for those items but only delays them.

Jeff Molenhuis, Director of Public Works, commented that he anticipates having a waste management contract renewal report available for Council to review in April.

8. Next Meeting

Monday April 10, 2017 and Monday April 24, 2017 at 7:00 pm

Monday May 1, 2017 - Proposed date of Adoption - Presentation prior to Regular Council Meeting

9. Confirmatory By-Law

- 9.1 By-law No. 27-2017; being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M156/17

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT By-law No. 27-2017; being a by-law o confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

10. Adjournment

M157/17

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT there being no further business before the Township of North Huron Council, the Budget Meeting be hereby Adjourned at 9:58 p.m.

CARRIED

Neil Vincent, Reeve

Kathy Adams, Clerk

MINUTES
OF THE NORTH HURON POLICE SERVICES BOARD MEETING
HELD AT THE WINGHAM POLICE STATION BOARD ROOM
TUESDAY, FEBRUARY 21, 2017 AT 6:00 P.M.

MEMBERS PRESENT: Chair Trevor Seip, Vice-Chair Joan van der Meer,
Yolanda Ritsema-Teeninga, Bill Gregoriadis.

STAFF PRESENT: Chief of Police Tim Poole
Kathy Adams, Board Secretary.

1. Call to Order

Chair Seip called the meeting to order at 6:00 p.m.

2. Accept or Amend Agenda

PSB11/17: MOVED: Y. Ritsema-Teeninga SECONDED: J. van der Meer
THAT the North Huron Police Services Board accepts the Agenda for the February 21, 2017 Police Board Meeting, as printed.

DISPOSITION: Motion Carried

3. Declaration of Pecuniary Interest

There were no declarations of pecuniary interest declared.

4. Reading of the Minutes from the Previous Meetings

PSB12/17: MOVED: J. van der Meer SECONDED: B. Gregoriadis
THAT the North Huron Police Services Board hereby adopts the Minutes of the meeting held January 17, 2017 as printed and circulated.

DISPOSITION: Motion Carried

5. Delegations/Petitions/Invited Guests

None in attendance.

6. Business Arising from the Minutes

(a) Review of Board Policies

Chair Seip noted that he had received responses from all the Board Members and would bring a summary of all the concerns to the next meeting for the Board's approval.

(b) Police Chief's Evaluation

Chair Seip to resend the evaluation to Board Members. Once comments are received from the Board and the Association and compiled by the Chair, a formal review will be scheduled with the Chief and the Chair by the end of March.

7. Police Chief's Report

(a) Department Update – February 2017

Calls for Service

During the month of January, 2017 Wingham Police responded to 125 calls for service. During the same period in 2016, we had 111 calls.

Training

All members successfully completed CEW (Taser) refresher training.

I have been able to obtain four positions on the Road to Mental Readiness course for front line officers. These courses will be 22 February and 7 March. This works in with our mental health plan for members.

Grants

On 22 and 27 February there will be web training sessions on the new grant process. I will be attending one of these sessions and will report back to the board.

In Camera

I have two in camera issues to discuss. One involving a personnel matter and the other a working agreement issue.

PSB13/17: MOVED: Y. Ritsema-Teeninga **SECONDED:** B. Gregoriadis
THAT the North Huron Police Services Board hereby approves the Police Chief's Report for February 2017.

8. Treasury Report

(a) Bills & Accounts

The Board requested clarification from the Secretary on the membership fees on the account listing.

PSB14/17: MOVED: J. van der Meer **SECONDED:** Y. Ritsema-Teeninga
THAT the North Huron Police Services Board hereby authorizes and approves payment of the Bills and Accounts in the total amount of \$5,163.66 for the period ending February 17, 2017, as supported by the Secretary-Treasurer's list of vouchers.

DISPOSITION: Motion Carried

9. By-laws and Policies for Consideration

None for consideration.

10. Correspondence

(a) OAPSB

- i) News Release – Strengthening Police Governance, Modernizing Labour Relations Top Priorities for Legislative Action.
- ii) Backgrounder – Police Governance Survey Results Overview.
- iii) Member Survey Results – Police Services Act Rewrite.

(b) OAPSB – Zone 5

- i) Agenda for the Meeting to be held March 7, 2017 – Walkerton.
- ii) Minutes of the Meeting held December 13, 2016 – Orangeville.

(c) Ministry of Community Safety & Correctional Services

- i) Minister Marie-France Lalonde – Grant Programs.
- ii) 2017/2018 Grant Repurposing Update.
- iii) Workshops & Webinars – 2017/2018 Grant Repurposing.

(d) Safety, Licensing Appeals & Standards Tribunals Ontario

- i) Appointment of Associate Chair of the Ontario Civilian Police Commission.

PSB15/17: MOVED: Y. Ritsema-Teeninga **SECONDED:** B. Gregoriadis
THAT the North Huron Police Services Board agrees that the correspondence be ordered, read and filed.

DISPOSITION: Motion Carried

11. New Business

There was no New Business.

12. Board Members Inquiries & Reports

There were no Board Members Inquiries or Reports.

13. Public Gallery Questions and/or Comments

There was no one in attendance in the Public Gallery.

14. In Camera Session

PSB16/17: MOVED: J. van der Meer SECONDED: Y. Ritsema-Teeninga
THAT the North Huron Police Service Board hereby proceed at 6.26 pm. to a Closed Session in order to address financial or personal matters of other matters of such a nature that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.

DISPOSITION: Motion Carried

PSB17/17: MOVED: B. Gregoriadis SECONDED: J. van der Meer
THAT the North Huron Police Services Board hereby moves out of Closed Session at 6:49 p.m. and returns to open session.

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

DISPOSITION: Motion Carried

15. Next Meeting

Tuesday, March 21, 2017, 7:00 p.m., Police Station Board Room.

16. Adjournment

PSB18/17: MOVED: J. van der Meer SECONDED: B. Gregoriadis
That there being no further business before the Board, the meeting be hereby
Adjourned at 6:50 p.m.

DISPOSITION: Motion Carried.

CORPORATE SEAL

Chair Trevor Seip

Secretary Kathy Adams

4. Revised Health and Safety Policy – Richard advised that Public Services Health and Safety Association had been contracted to provide a review of current management systems. Richard and Jared will be working with Bill Sisler as the review progresses.

It was felt that the Draft Policy was very thorough, but unrealistic setting very high standards, and wondered if the Policy should be made to meet the standard requirements and not try to exceed them.

Larry questioned the lack of JH&SC representation from the Blyth and East Wawanosh Wards.

Once the Policy is reviewed by PSHSA, Committee representation will be defined. Jared was asked to follow up, and inquiry if geological regions with part time and casual employees could be representatives on the committee.

5. MSDSonline – North Huron Proposal to simplify EH&S compliance tasks. Committee Members took part in a Webinar during the meeting with MSDS online to view their offering.
- Committee Members estimate approximately 50 MSDS sheets per department – 150 sheets total for municipality.
 - Contractors bring product on site – MDS Sheets should be on site.
 - Computer access on site? Main locations within the municipality have access, but no access in remote locations.
 - Should have paper copies / binders on site.
 - Administration Site
 - Administrator adds documents and updates
 - MSDSonline initially sets up product lists
 - Automatic updates
 - No expiration dates
 - Must update when product is updates
 - Administrator is notified by email when updates are made
 - Adding product – if not on listing – they do leg work and contact company
 - Back up tab for paper binders – by Department or complete listing
 - Revision Data Documents – alphabetically or sort as you wish
 - Plan 1 – First Responders Share – tab to forward to them
 - Reviewers
 - MSDS Search
 - Read only
 - Search by department, building, product name, manufacturer, etc
 - Employee wishes to add in new product – follows procedure by submitting request to Administrator for approval.

MSDSonline Presenter was thanked at conclusion of presentation.

Discussion was held following the presentation. Positive feedback was received from Committee members. The annual cost of \$2,400 divided between departments is cost efficient. The Committee supported submitting the proposal for consideration.

JHSC03/17: MOVED: Pat Newson

SECONDED: Rob Kolkman

That the North Huron Health & Safety Committee hereby recommends that the MSDSonline Proposal be submitted to the Senior Management Team for consideration.

DISPOSITION: Motion Carried.

6. Find the Hazards Exercise

Correspondence:

- What's New – Ministry of Labour January 2017
- Health & Safety Anywhere – January Edition 2017

Other Business/Member Reports:

- Pat advised that the Ministry of Labour attended the Blyth Memorial Hall Renovations Project to do a spot check. Two Orders to Comply were issued – one involving the use of a ladder; the second was for the lack of a railing in a second story work place. No fines were handed out.
- Larry advised that there is currently a Ministry of Labour Blitz “Working at Heights”. Larry was recently asked the status of his training by a MOL Inspector.
- Huron County installed AED units in a number of North Huron facilities. These AED’s are maintained by the County and must not be moved from the sites they are installed at. It was suggested that the AED units be checked during the Workplace Inspections.
- Municipal Health & Safety Committee 2017 Meeting Schedule: January 26th, March 30th, June 29th, September 28th, and November 30th, 2017. All meetings will be held in the North Huron Council Chamber at 10 a.m. unless otherwise notified.

Next Meeting:

The next meeting is scheduled for Thursday, March 30, 2017 @ 10:00 a.m. in North Huron Council Chambers.

Adjournment:

JHSC04/17: MOVED: Rob Kolkman

That there being no further business before the Health & Safety Committee, the meeting be hereby adjourned @ 11:25 a.m.

SECONDED: Richard Al

DISPOSITION: Motion Carried.

Co-Chair Larry Meyer

Secretary Barb Black

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 043982 Date 03/22/2017 Amount 9,268.99				
000721 W S I B	2016	03/22/2017	2016 RECONCILIATION	9,268.99
			Invoice Count 1 Total	9,268.99
Cheque 043983 Date 03/31/2017 Amount 6,522.81				
003499 ALTRUCK INTL TRUCK CENTRES	61142	03/27/2017	P/W- REPAIR- NH06-06	6,522.81
			Invoice Count 1 Total	6,522.81
Cheque 043984 Date 03/31/2017 Amount 501.08				
000885 DEAN'S VALU-MART	641-9767	03/28/2017	DAY CARE- FOOD SUPPLIES	328.73
000885 DEAN'S VALU-MART	641-3899	03/28/2017	BA-SH-FOOD SUPPLIES	172.35
			Invoice Count 2 Total	501.08
Cheque 043985 Date 03/31/2017 Amount 30.00				
004633 ELGIN COUNTY MUNICIPAL SUPERVISI	4-27-2017	03/27/2017	P/W- JOINT ASSOC MEETING	30.00
			Invoice Count 1 Total	30.00
Cheque 043986 Date 03/31/2017 Amount 14.69				
004580 FISHER'S REGALIA	35178	03/28/2017	FIRE- UNIFORM INSIGNIA	14.69
			Invoice Count 1 Total	14.69
Cheque 043987 Date 03/31/2017 Amount 147.14				
001590 G & K SERVICES CANADA INC.	1518656877	03/27/2017	ARENA B- MATS	147.14
			Invoice Count 1 Total	147.14
Cheque 043988 Date 03/31/2017 Amount 45.00				
004610 JAMIE BELL	3-23-2017	03/27/2017	BUILDING- REGISTRATION FE	45.00
			Invoice Count 1 Total	45.00
Cheque 043989 Date 03/31/2017 Amount 96.05				
000379 LUANN'S FLOWERS	3914	03/27/2017	COUNCIL- FLORAL ARRANGE	96.05
			Invoice Count 1 Total	96.05
Cheque 043990 Date 03/31/2017 Amount 28.25				
002322 MUNICIPALITY OF NORTH PERTH	2017 Membership	03/27/2017	REC- SWORFA MEMBERSHIP	28.25
			Invoice Count 1 Total	28.25
Cheque 043991 Date 03/31/2017 Amount 26.13				
004632 NAOMI MARTIN	436991	03/27/2017	REFUND- REC COURSE	26.13
			Invoice Count 1 Total	26.13
Cheque 043992 Date 03/31/2017 Amount 3,903.68				
002832 NORTRAX CANADA INC.	700473	03/27/2017	P/W- REPAIRS NH10-16	3,903.68
			Invoice Count 1 Total	3,903.68

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 043993 Date 03/31/2017 Amount 2,068.50				
003138 OWEN SOUND POLICE SERVICES	2946-17	03/27/2017	POLICE- DISPATCH SERVICE	2,034.60
003138 OWEN SOUND POLICE SERVICES	2937-17	03/27/2017	POLICE- GPS TRACKING	33.90
			Invoice Count 2 Total	2,068.50
Cheque 043994 Date 03/31/2017 Amount 136.38				
000505 PETTY CASH - CHILDRENS CENTRE	3-17-2017	03/27/2017	DC -PETTY CASH	136.38
			Invoice Count 1 Total	136.38
Cheque 043995 Date 03/31/2017 Amount 1,121.15				
000520 PUROLATOR COURIER LTD	433924817	03/23/2017	FIRE- FREIGHT FOR BUNKER	275.82
000520 PUROLATOR COURIER LTD	433856296	03/23/2017	FIRE - FREIGHT FOR BUNKER	275.82
000520 PUROLATOR COURIER LTD	433992588	03/23/2017	FIRE- FREIGHT FOR BUNKER	275.82
000520 PUROLATOR COURIER LTD	434057043	03/23/2017	FIRE/PW- FREIGHT	281.88
000520 PUROLATOR COURIER LTD	434070413	03/28/2017	POLICE- COURIER SERVICE	11.81
			Invoice Count 5 Total	1,121.15
Cheque 043996 Date 03/31/2017 Amount 126.39				
002640 SCHMIDT'S POWER EQUIPMENT	23274	03/27/2017	P/W- W- CHAIN OIL	24.75
002640 SCHMIDT'S POWER EQUIPMENT	23171	03/28/2017	P/W- 14" STEEL CUTTING DIS	101.64
			Invoice Count 2 Total	126.39
Cheque 043997 Date 03/31/2017 Amount 75.96				
000569 SCRIMGEOUR'S FOOD MARKET	3011552307	03/23/2017	ESTC- FOOD FOR COURSE	65.20
000569 SCRIMGEOUR'S FOOD MARKET	3011555537	03/23/2017	ESTC- FOOD	5.98
000569 SCRIMGEOUR'S FOOD MARKET	0311550673	03/23/2017	ESTC- FOOD	4.78
			Invoice Count 3 Total	75.96
Cheque 043998 Date 03/31/2017 Amount 256.51				
003029 SUPERIOR SOLUTIONS LTD	3229816	03/27/2017	ARENA B- VACUUM MOTOR	256.51
			Invoice Count 1 Total	256.51
Cheque 043999 Date 03/31/2017 Amount 819.60				
000642 THE CITIZEN	90329	03/28/2017	FEBRUARY ADVERTISING	819.60
			Invoice Count 1 Total	819.60
Cheque 044000 Date 03/31/2017 Amount 20,624.65				
001735 WASTE MANAGEMENT	0513020-0256-6	03/27/2017	FEBRUARY WASTE/RECYCLII	20,624.65
			Invoice Count 1 Total	20,624.65
Report Total				45,812.96

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 004783 Date 03/24/2017 Amount 339.00				
000629 MORAN MECHANICAL AND ELECTRICA	100979	03/24/2017	WATER BACKUP 255 CENTRE	339.00
Invoice Count 1 Total				339.00
Cheque 004784 Date 03/24/2017 Amount 3,324.08				
002512 TOWNSHIP OF NORTH HURON	55987	03/24/2017	FEBRUARY WATER WAGES/E	3,324.08
Invoice Count 1 Total				3,324.08
Cheque 004785 Date 03/24/2017 Amount 99,871.87				
000897 TOWNSHIP OF NORTH HURON SEWER	55974	03/24/2017	JAN/FEB SEWER BILLING	99,871.87
Invoice Count 1 Total				99,871.87
Cheque 004786 Date 03/24/2017 Amount 36,171.56				
001634 VEOLIA WATER CANADA INC	66422	03/24/2017	WATER - MONTHLY SERVICE	35,312.50
001634 VEOLIA WATER CANADA INC	66422 E	03/24/2017	WATER - LOCATE SERVICES	298.32
001634 VEOLIA WATER CANADA INC	66422 W	03/24/2017	WATER - NEW WELL SUPPLIE	560.74
Invoice Count 3 Total				36,171.56
Cheque 004787 Date 03/29/2017 Amount 49,156.28				
004513 XTERRA CONSTRUCTION INC	8	03/29/2017	BLYTH WELL PAYMENT CER1	49,156.28
Invoice Count 1 Total				49,156.28
Report Total				188,862.79

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 003346 Date 03/24/2017 Amount 4,324.08				
002512 TOWNSHIP OF NORTH HURON	55987 S	03/24/2017	SEWER FEB WAGES/BENEFIT	4,324.08
Invoice Count 1 Total				4,324.08
Cheque 003347 Date 03/24/2017 Amount 23,740.54				
001634 VEOLIA WATER CANADA INC	66422 S	03/24/2017	SEWER - FEBRUARY SERVICE	23,541.67
001634 VEOLIA WATER CANADA INC	66422 SE	03/24/2017	SEWER - LOCATING SERVICE	198.87
Invoice Count 2 Total				23,740.54
Cheque 003348 Date 03/24/2017 Amount 172.52				
000629 MORAN MECHANICAL AND ELECTRICAL	101005	03/24/2017	SEWER BACKUP 113 CARLING	172.52
Invoice Count 1 Total				172.52
Report Total				28,237.14

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 000700 Date 03/20/2017 Amount 1,709.00				
003224 HURONTEL	10886813-03-2017	03/20/2017	OEY- PHONE	158.26
003224 HURONTEL	10886812-03-2017	03/20/2017	REC- PHONE/INTERNET	308.03
003224 HURONTEL	10886810-03-2017	03/20/2017	TOWN HALL- PHONE/INTERN	640.18
003224 HURONTEL	10885850-03-17	03/20/2017	EC DEV- CELL PHONE	76.27
003224 HURONTEL	10886818-03-17	03/20/2017	FIRE W- PHONE/INTERNET	155.04
003224 HURONTEL	10886815-03-17	03/20/2017	AIRPORT- PHONE/INTERNET	97.88
003224 HURONTEL	10886861-03-17	03/20/2017	MUSEUM-PHONE	28.61
003224 HURONTEL	10886858-03-17	03/20/2017	POLICE- PHONE/INTERNET	244.73
Invoice Count 8 Total				1,709.00
Cheque 000701 Date 03/20/2017 Amount 13,994.33				
000294 HYDRO ONE NETWORKS INC	January 2017- 8446	03/20/2017	BLYTH MEM HALL 14480 KWH-	2,345.72
000294 HYDRO ONE NETWORKS INC	February 2017-1532	03/20/2017	748 KWH- CEMETERY	184.98
000294 HYDRO ONE NETWORKS INC	February 2017-3023	03/20/2017	4343. KWH- AIRPORT	951.11
000294 HYDRO ONE NETWORKS INC	February 2017-8056	03/20/2017	FIRE/ESTC- 4488 KWH	981.76
000294 HYDRO ONE NETWORKS INC	January 2017-4216	03/20/2017	ARENA/HALL B- 51600 KWH	9,497.38
000294 HYDRO ONE NETWORKS INC	February 2017-8593	03/20/2017	10.67 KWH- ESTC PROGRAM	33.38
Invoice Count 6 Total				13,994.33
Cheque 000702 Date 03/20/2017 Amount 10,341.04				
000687 WESTARIO POWER INC.	300233771	03/20/2017	42366 KWH- WINGHAM ST LIG	10,212.13
000687 WESTARIO POWER INC.	300233770	03/20/2017	REVISED DEC BILL- WING ST	128.91
Invoice Count 2 Total				10,341.04
Cheque 000703 Date 03/21/2017 Amount 475.50				
000294 HYDRO ONE NETWORKS INC	February 2017-0523	03/21/2017	47 KWH- 311 HAMILTON ST	16.01
000294 HYDRO ONE NETWORKS INC	February 2017-8882	03/21/2017	846 KWH- HUMPHREY ST LIG	223.44
000294 HYDRO ONE NETWORKS INC	February 2017-8480	03/21/2017	396 KWH- AUBURN ST LIGHT	101.63
000294 HYDRO ONE NETWORKS INC	February 2017-1693	03/21/2017	538 KWH- HUTTON ST LIGHT	134.42
Invoice Count 4 Total				475.50
Cheque 000704 Date 03/22/2017 Amount 135.91				
000294 HYDRO ONE NETWORKS INC	February 2017-8461	03/22/2017	231 KWH- AIRPORT LIGHTS	60.04
000294 HYDRO ONE NETWORKS INC	February 2017-7867	03/22/2017	227.6 KWH- 850 JOSEPHINE S	75.87
Invoice Count 2 Total				135.91
Cheque 000705 Date 03/20/2017 Amount 97.14				
003224 HURONTEL	10886860-03-17	03/20/2017	P/W WINGHAM - TELEPHONE	97.14
Invoice Count 1 Total				97.14
Cheque 000706 Date 03/23/2017 Amount 228.54				
002697 TUCKERSMITH COMMUNICATIONS CO	11283710-03-2017	03/23/2017	P/W- EW- PHONE/INTERNET	116.79
002697 TUCKERSMITH COMMUNICATIONS CO	11283708-03-2017	03/23/2017	ESTC- PHONE/INTERNET	51.40
002697 TUCKERSMITH COMMUNICATIONS CO	11283616-03-2017	03/23/2017	ARENA/HALL B - PHONE	60.35
Invoice Count 3 Total				228.54
Cheque 000707 Date 03/23/2017 Amount 471.66				

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
003295 GLOBAL PAYMENTS	5863	03/23/2017	ADMIN DEBIT MACHINE FEES	98.08
003295 GLOBAL PAYMENTS	38287	03/23/2017	LANDFILL DEBIT MACHINE FE	52.11
003295 GLOBAL PAYMENTS	3946	03/23/2017	REC - DEBIT/CREDIT CARD F	321.47
Invoice Count 3 Total				471.66
Cheque 000708 Date 03/24/2017 Amount 79.16				
000052 BELL CANADA	3-1-2017	03/24/2017	POLICE- TELEPHONE	79.16
Invoice Count 1 Total				79.16
Cheque 000709 Date 03/24/2017 Amount 378.55				
000053 BELL MOBILITY	3-8-2017	03/24/2017	POLICE- CELL PHONES	378.55
Invoice Count 1 Total				378.55
Cheque 000710 Date 03/24/2017 Amount 28.79				
003329 EASTLINK	01841092	03/24/2017	EL- PHONE	28.79
Invoice Count 1 Total				28.79
Cheque 000711 Date 03/24/2017 Amount 46,874.59				
000535 RECEIVER GENERAL FOR CANADA	3-23-2017-FT	03/24/2017	FT PAYROLL REMITTANCE	38,455.37
000535 RECEIVER GENERAL FOR CANADA	3-23-2017-PT	03/24/2017	PT PAYROLL REMITTANCE	8,104.22
000535 RECEIVER GENERAL FOR CANADA	3-23-2017-Fire	03/24/2017	FIRE PAYROLL REMITTANCE	315.00
Invoice Count 3 Total				46,874.59
Cheque 000712 Date 03/24/2017 Amount 8,655.25				
000594 SPARLINGS PROPANE	88250178550920	03/24/2017	PW/ EW- PROPANE	841.29
000594 SPARLINGS PROPANE	88250105540750	03/24/2017	ESTC- PROPANE	3,070.12
000594 SPARLINGS PROPANE	88550105823351	03/24/2017	ARENA W- PROPANE	44.07
000594 SPARLINGS PROPANE	88550105825479	03/24/2017	ARENA W- PROPANE	22.04
000594 SPARLINGS PROPANE	88550105828530	03/24/2017	ARENA W- PROPANE	66.11
000594 SPARLINGS PROPANE	88550105828943	03/24/2017	ARENA W- PROPANE	44.07
000594 SPARLINGS PROPANE	88250005823368	03/24/2017	ARENA B- PROPANE	20.91
000594 SPARLINGS PROPANE	88250005544279	03/24/2017	ARENA/HALL B PROPANE	2,374.64
000594 SPARLINGS PROPANE	88250005825471	03/24/2017	ARENA B- PROPANE	20.91
000594 SPARLINGS PROPANE	88250005828512	03/24/2017	ARENA B- PROPANE	20.91
000594 SPARLINGS PROPANE	88250005593463	03/24/2017	ARENA/HALL B PROPANE	2,109.27
000594 SPARLINGS PROPANE	88250005828940	03/24/2017	ARENA B- PROPANE	20.91
Invoice Count 12 Total				8,655.25
Cheque 000713 Date 03/24/2017 Amount 1,569.12				
004311 TELUS	2-28-2017	03/24/2017	CELL PHONES	1,569.12
Invoice Count 1 Total				1,569.12
Cheque 000714 Date 03/24/2017 Amount 8,649.32				
000721 W S I B	2-28-2017	03/24/2017	FEBRUARY 2017 PREMIUM	8,649.32
Invoice Count 1 Total				8,649.32
Cheque 000715 Date 03/27/2017 Amount 865.11				
000294 HYDRO ONE NETWORKS INC	February 2017- 1401	03/27/2017	1714.6 KWH- 39498 BELGRAV	406.02

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000294 HYDRO ONE NETWORKS INC	February 2017-0983	03/27/2017	0 KWH- # 8 CAMP ENTRANCE	102.94
000294 HYDRO ONE NETWORKS INC	February 2017-4071	03/27/2017	116.3 KWH- 377 GYPSY LANE	54.09
000294 HYDRO ONE NETWORKS INC	February 2017-4633	03/27/2017	.0264 KWH- 377 GYPSY OTHER	31.12
000294 HYDRO ONE NETWORKS INC	February 2017-7304	03/27/2017	P/W- BLYTH- 185.1 KWH-423 I	70.57
000294 HYDRO ONE NETWORKS INC	February 2017-6627	03/27/2017	783 KWH- 429 MILL ST- P/W	200.37
Invoice Count 6 Total				865.11

Cheque 000716 Date 03/28/2017 Amount 2,473.98

000687 WESTARIO POWER INC.	2103561984	03/28/2017	2459.115 KWH -W FIRE HALL	436.39
000687 WESTARIO POWER INC.	2103562026	03/28/2017	640 KWH- 166 JOHN STREET	119.90
000687 WESTARIO POWER INC.	2103561979	03/28/2017	1268 KWH- MUSEUM	239.99
000687 WESTARIO POWER INC.	2103562032	03/28/2017	453.4 KWH- PUMP HOUSE	99.85
000687 WESTARIO POWER INC.	300234279	03/28/2017	0.00 KWH- PARK DR SNACK E	24.94
000687 WESTARIO POWER INC.	2103561992	03/28/2017	77.99 KWH- CRUICKSHANK P.	36.68
000687 WESTARIO POWER INC.	2103562044	03/28/2017	1829 KWH- ALF & JOS ST STL	300.87
000687 WESTARIO POWER INC.	2103562043	03/28/2017	2910.8 KWH- VIC & JOS STLT	461.41
000687 WESTARIO POWER INC.	2103562035	03/28/2017	377 KWH- JOS ST STRT LIGH	80.67
000687 WESTARIO POWER INC.	2103562013	03/28/2017	623 KWH- 250 JOHN ST ST LI	129.47
000687 WESTARIO POWER INC.	2103561985 n	03/28/2017	3048 KWH- 445 JOSEPHINE S	543.81
Invoice Count 11 Total				2,473.98

Cheque 000717 Date 03/29/2017 Amount 164.15

000294 HYDRO ONE NETWORKS INC	February 2017-3303	03/28/2017	630.8 KWH- W LANDFILL	164.15
Invoice Count 1 Total				164.15

 Report Total 97,191.14

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 000461 Date 03/23/2017 Amount 71.47				
003924 GLOBAL PAYMENTS	7313	03/23/2017	WATER - DEBIT MACHINE FEI	71.47
		Invoice Count	1 Total	71.47
Cheque 000462 Date 03/24/2017 Amount 87.42				
000052 BELL CANADA	9942 03	03/24/2017	WATER 357-9942	87.42
		Invoice Count	1 Total	87.42
Cheque 000463 Date 03/24/2017 Amount 731.13				
000294 HYDRO ONE NETWORKS INC	309904	03/24/2017	NEW WELL FEB USAGE	731.13
		Invoice Count	1 Total	731.13
Cheque 000464 Date 03/24/2017 Amount 248.60				
004311 TELUS	289009	03/24/2017	CELLS PHONES - VEOLIA	248.60
		Invoice Count	1 Total	248.60
Cheque 000465 Date 03/24/2017 Amount 118.36				
002697 TUCKERSMITH COMMUNICATIONS CO	9131 03	03/24/2017	BLYTH PLANT SERVICES	86.53
002697 TUCKERSMITH COMMUNICATIONS CO	6653 03	03/24/2017	WATER 523-6653	31.83
		Invoice Count	2 Total	118.36
Cheque 000466 Date 03/24/2017 Amount 1,149.66				
000687 WESTARIO POWER INC.	2103562050	03/24/2017	STANDPIPE - FEB USAGE	276.48
000687 WESTARIO POWER INC.	2103562030	03/24/2017	PUC SHED FEB USAGE	560.76
000687 WESTARIO POWER INC.	2103562031	03/24/2017	PUC SHED FEB USAGE	312.42
		Invoice Count	3 Total	1,149.66
Report Total				2,406.64

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/22/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 500757 Date 03/22/2017 Amount 583,055.64				
004565 SKC CONSTRUCTION INC.	Payment Cert. #7	03/20/2017	BLYTH MEM HALL- RENOS	583,055.64
			Invoice Count 1 Total	583,055.64
Cheque 500758 Date 04/04/2017 Amount 6,791.00				
001490 ALLAN AVIS ARCHITECTS INC	5222	03/17/2017	BLYTH MEM HALL- RETAINEF	6,000.00
001490 ALLAN AVIS ARCHITECTS INC	5221	03/23/2017	TOWN HALL- PROF FEES	791.00
			Invoice Count 2 Total	6,791.00
Cheque 500759 Date 04/04/2017 Amount 164.36				
000014 ALSTAR STARTER & ALTERNATOR	36147	03/27/2017	P/W- BEARINGS, REGULATOI	164.36
			Invoice Count 1 Total	164.36
Cheque 500760 Date 04/04/2017 Amount 250.00				
000057 BELGRAVE COMMUNITY CENTRE BD	2308847	03/28/2017	FIRE-MEETING	125.00
000057 BELGRAVE COMMUNITY CENTRE BD	2308849	03/28/2017	FIRE- MEETING	125.00
			Invoice Count 2 Total	250.00
Cheque 500761 Date 04/04/2017 Amount 27.12				
004447 BRITTANY WEBER	3-15-2017	03/27/2017	BASH- SUPPLIES	27.12
			Invoice Count 1 Total	27.12
Cheque 500762 Date 04/04/2017 Amount 8,085.58				
003997 CDW CANADA INC	HGN0221	03/28/2017	BLYTH MEM HALL- FIREWALL	3,250.37
003997 CDW CANADA INC	HDL3824	03/28/2017	BLYTH MEM HALL-SWITCH, C	3,001.55
003997 CDW CANADA INC	HDC7745	03/28/2017	BLYTH MEM HALL BATTERY I	1,833.66
			Invoice Count 3 Total	8,085.58
Cheque 500763 Date 04/04/2017 Amount 264.69				
000778 CEDAR SIGNS	45216	03/27/2017	P/W- ROAD CLOSED SIGNS	264.69
			Invoice Count 1 Total	264.69
Cheque 500764 Date 04/04/2017 Amount 214.80				
003919 CINTAS CANADA LIMITED	839389713	03/23/2017	POOL/FITNESS-SANITIZE RE	214.80
			Invoice Count 1 Total	214.80
Cheque 500765 Date 04/04/2017 Amount 633.62				
001837 CJ JOHNSTON OFFICE SOLUTIONS	134312c	03/23/2017	REC ADMIN- TONER	117.15
001837 CJ JOHNSTON OFFICE SOLUTIONS	134319c	03/27/2017	POLICE- COLOUR CARTRIDG	516.47
			Invoice Count 2 Total	633.62
Cheque 500766 Date 04/04/2017 Amount 83.39				
000175 DAN'S AUTO REPAIR	30011	03/28/2017	P/W- SERVICE 2012 DODGE F	83.39
			Invoice Count 1 Total	83.39
Cheque 500767 Date 04/04/2017 Amount 525.28				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/22/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
003299 DARCH FIRE	62578	03/28/2017	FIRE- REPAIR- 1932 HOLMAT	525.28
			Invoice Count 1 Total	525.28
Cheque 500768 Date 04/04/2017 Amount 481.64				
000196 DONEGAN'S HAULAGE (2010) LIMITED	147904	03/27/2017	P/W- WINTER SAND	481.64
			Invoice Count 1 Total	481.64
Cheque 500769 Date 04/04/2017 Amount 847.50				
002183 DONNELLY & MURPHY	3-20-2017	03/27/2017	ADMIN- LEGAL FEES	847.50
			Invoice Count 1 Total	847.50
Cheque 500770 Date 04/04/2017 Amount 2,286.40				
001840 EDWARD FUELS	139510	03/27/2017	AIRPORT- FUEL	2,286.40
			Invoice Count 1 Total	2,286.40
Cheque 500771 Date 04/04/2017 Amount 2,104.86				
003375 FIRESERVICE MANAGEMENT LTD	435786	03/23/2017	FIRE- CLEAN BUNKER GEAR	751.52
003375 FIRESERVICE MANAGEMENT LTD	435625	03/23/2017	FIRE- CLEAN BUNKER GEAR	774.89
003375 FIRESERVICE MANAGEMENT LTD	435857	03/23/2017	FIRE- CLEAN BUNKER GEAR	578.45
			Invoice Count 3 Total	2,104.86
Cheque 500772 Date 04/04/2017 Amount 1,142.06				
003598 GARDNER DENVER CANADA CORP	900025159	03/28/2017	FIRE- HANDLE FOR M3003	16.83
003598 GARDNER DENVER CANADA CORP	9000020413	03/28/2017	FIRE- PMA SERVICE	1,125.23
			Invoice Count 2 Total	1,142.06
Cheque 500773 Date 04/04/2017 Amount 480.25				
000237 GEORGIAN BAY FIRE & SAFETY LTD	720320	03/27/2017	ARENA B- FIRE ALARM SERV	480.25
			Invoice Count 1 Total	480.25
Cheque 500774 Date 04/04/2017 Amount 188.99				
004503 GLENDA ROYALL	3-6-2017	03/23/2017	ESTC- MILEAGE	73.80
004503 GLENDA ROYALL	3-8-2017	03/23/2017	ESTC- POSTAGE	29.70
004503 GLENDA ROYALL	3-2-2017	03/23/2017	ESTC-FOOD FOR COURSE	11.69
004503 GLENDA ROYALL	3-15-2017	03/23/2017	ESTC- MILEAGE	18.45
004503 GLENDA ROYALL	3-22-23-27	03/28/2017	ESTC- MILEAGE	55.35
			Invoice Count 5 Total	188.99
Cheque 500775 Date 04/04/2017 Amount 71.48				
000273 H.O. JERRY (1983) LTD	214597	03/23/2017	ESTC- NAPKINS	71.48
			Invoice Count 1 Total	71.48
Cheque 500776 Date 04/04/2017 Amount 58.76				
002261 HURONIA / MED-E-OX LTD.	R1815366	03/23/2017	ESTC-TANKS- MONTHLY REN	29.38
002261 HURONIA / MED-E-OX LTD.	R1808661	03/23/2017	ESTC- TANKS-MONTHLY REN	29.38
			Invoice Count 2 Total	58.76

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/22/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 500777 Date 04/04/2017 Amount 333.00				
000290 HURONIA WELDING & INDUSTRIAL	139216	03/28/2017	ESTC- COMPRESSED NITROGEN	333.00
			Invoice Count 1 Total	333.00
Cheque 500778 Date 04/04/2017 Amount 4.38				
000296 IDEAL SUPPLY INC.	3153158	03/23/2017	FIRE- MINIATURE BULB	4.38
			Invoice Count 1 Total	4.38
Cheque 500779 Date 04/04/2017 Amount 549.06				
000322 JOE KERR LTD	W48000	03/23/2017	FIRE- REPAIR ENGINE 6	133.49
000322 JOE KERR LTD	W48194	03/23/2017	FIRE- LIGHT FOR ENGINE 1	28.43
000322 JOE KERR LTD	W48204	03/23/2017	FIRE- ENGINE 1 RETORQUE 1	15.82
000322 JOE KERR LTD	W48123	03/27/2017	P/W- REPAIR BRAKES NH99-C	371.32
			Invoice Count 4 Total	549.06
Cheque 500780 Date 04/04/2017 Amount 44.10				
000343 KATHY ADAMS	3-21-2017	03/28/2017	ADMIN- MILEAGE	44.10
			Invoice Count 1 Total	44.10
Cheque 500781 Date 04/04/2017 Amount 187.50				
000372 LIFESAVING SOCIETY	149658	03/27/2017	AQUATICS- LIFEGUARD RECI	187.50
			Invoice Count 1 Total	187.50
Cheque 500782 Date 04/04/2017 Amount 2,260.00				
003733 LLOYD COLLINS CONSTRUCTION LTD	8249129	03/27/2017	P/W- ONE WAY PLOW/WINDC	2,260.00
			Invoice Count 1 Total	2,260.00
Cheque 500783 Date 04/04/2017 Amount 88.56				
000388 MAITLAND WELDING & MACHINING	6537	03/27/2017	P/W- EW- BOLTS	5.13
000388 MAITLAND WELDING & MACHINING	6668	03/31/2017	P/W- WINGHAM- 2 PLATES	83.43
			Invoice Count 2 Total	88.56
Cheque 500784 Date 04/04/2017 Amount 195.52				
000420 MGM TOWNSEND TIRE	43231	03/23/2017	FIRE- BATTERIES	103.33
000420 MGM TOWNSEND TIRE	43263	03/23/2017	FIRE- STEP STOOLS	92.19
			Invoice Count 2 Total	195.52
Cheque 500785 Date 04/04/2017 Amount 137.85				
000924 MIDWESTERN COMMUNICATIONS	170113-0002	03/23/2017	ESTC- TONER	137.85
			Invoice Count 1 Total	137.85
Cheque 500786 Date 04/04/2017 Amount 289.60				
003728 MONTGOMERY BUS LINES	116900	03/27/2017	REC- DAY CAMPS BUS TO BC	289.60
			Invoice Count 1 Total	289.60
Cheque 500787 Date 04/04/2017 Amount 1,219.27				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/22/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000123 MUNICIPALITY OF CENTRAL HURON	102873	03/27/2017	P/W- AUBURN SNOW REMOV	1,219.27
			Invoice Count 1 Total	1,219.27
Cheque 500788 Date 04/04/2017 Amount 71.19				
004578 NOVACK'S UNIFORM SOLUTIONS	173878	03/23/2017	FIRE- UNIFORM PANTS	71.19
			Invoice Count 1 Total	71.19
Cheque 500789 Date 04/04/2017 Amount 271.66				
000514 PLETCH ELECTRIC LTD	1000013200	03/27/2017	STREETLIGHTS BLYTH- REP/	271.66
			Invoice Count 1 Total	271.66
Cheque 500790 Date 04/04/2017 Amount 372.90				
002355 ROBERT'S FARM EQUIPMENT	P59092	03/27/2017	P/W- BATTERY- NH12-18	372.90
			Invoice Count 1 Total	372.90
Cheque 500791 Date 04/04/2017 Amount 100.00				
004289 ROYAL CANADIAN MOUNTED POLICE	1800004449	03/28/2017	POLICE- FINGERPRINT SEAR	100.00
			Invoice Count 1 Total	100.00
Cheque 500792 Date 04/04/2017 Amount 1,143.22				
004330 SEPOY WIRING	10224	03/27/2017	ARENA B- PARKING LOT LIGH	1,143.22
			Invoice Count 1 Total	1,143.22
Cheque 500793 Date 04/04/2017 Amount 672.37				
001850 SOMMERS MOTOR GENERATOR SALE	30003-00	03/28/2017	FIRE- SERVICE GENERATOR	672.37
			Invoice Count 1 Total	672.37
Cheque 500794 Date 04/04/2017 Amount 92.66				
000595 SPECTRUM COMMUNICATIONS LTD	763148	03/23/2017	FIRE- RADIO EQUIPMENT	92.66
			Invoice Count 1 Total	92.66
Cheque 500795 Date 04/04/2017 Amount 37.02				
000606 STEFFEN AUTO SUPPLY	210179	03/27/2017	P/W- EW- RED PRIMER	21.67
000606 STEFFEN AUTO SUPPLY	209784	03/27/2017	P/W- W- COOLANT	15.35
			Invoice Count 2 Total	37.02
Cheque 500796 Date 04/04/2017 Amount 208.65				
000620 SWAN DUST CONTROL LTD	3758624	03/23/2017	COMPLEX- MATS/MOPS	143.00
000620 SWAN DUST CONTROL LTD	3758638	03/27/2017	TOWN HALL MATS	29.15
000620 SWAN DUST CONTROL LTD	3758637	03/28/2017	POLICE- MOPS/MATS	36.50
			Invoice Count 3 Total	208.65
Cheque 500797 Date 04/04/2017 Amount 15.54				
004570 TIFFANY SEIP	3-8-2017	03/28/2017	DAY CARE- SUPPLIES	15.54
			Invoice Count 1 Total	15.54

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/22/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 500798 Date 04/04/2017 Amount 335.14				
001796 TIM HORTON'S	3-14-2017	03/23/2017	FIRE/PW- FOOD	335.14
			Invoice Count 1 Total	335.14
Cheque 500799 Date 04/04/2017 Amount 176.28				
003532 TRULY NOLEN	30570	03/23/2017	DAY CARE- PEST CONTROL	66.67
003532 TRULY NOLEN	30580	03/27/2017	TOWN HALL- PEST CONTROL	109.61
			Invoice Count 2 Total	176.28
Cheque 500800 Date 04/04/2017 Amount 194.00				
000672 VALERIE WATSON	3-17-2017	03/27/2017	DC- MILEAGE/PROGRAM OC	194.00
			Invoice Count 1 Total	194.00
Cheque 500801 Date 04/04/2017 Amount 390.13				
000856 WEILER'S CLEANING & RESTORATION 12305753		03/27/2017	DC- MOPPING SYSTEM	390.13
			Invoice Count 1 Total	390.13
Cheque 500802 Date 04/04/2017 Amount 826.48				
000699 WINGHAM ADVANCE TIMES	4186012	03/28/2017	FEBRUARY ADVERTISING	826.48
			Invoice Count 1 Total	826.48
Cheque 500803 Date 04/04/2017 Amount 29.39				
002081 WINGHAM FOODLAND	725-600-5976	03/27/2017	ADMIN- MEETING SUPPLIES	29.39
			Invoice Count 1 Total	29.39
			Report Total	618,002.89

Accounts Payable

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

Cheque Date 03/18/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
Cheque 900045		Date 03/24/2017	Amount	97.20
002697 TUCKERSMITH COMMUNICATIONS CO	4466 03	03/24/2017	523-4466 MONTHLY ACCT	97.20
			Invoice Count 1 Total	97.20
Report Total				97.20



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Kathy Adams, Clerk
DATE: 03/04/2017
SUBJECT: Clerk's Department Update
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the April 3, 2017 report of the Clerk's Department activities for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

1. Administration

Preparation of agendas and minutes in eSCRIBE for meetings and posting on website.

Processing of planning applications.

Preparation of Council reports, minutes and by-laws.

Review of HR & Health & Safety policies.

Administration Staff attended Huron County Elections Working Group meeting.

2. Information Technology

Continuing to work with Recreation staff to compile information and complete configuration template for Legend Recreation Software.

Assisted Morris-Turnberry with the migration of IT services to their new provider.

Significant work being done to prepare the IT infrastructure at Memorial Hall in Blyth.

Met with Hurontel and TCC to discuss bridging Blyth and Wingham networks.

Various daily tasks (install updates, set up new accounts, repair equipment).

3. Health & Safety

Reviewing Health and Safety Management Systems with assistance of Public Services Health and Safety Association.

Working with Public Works Admin and Human Resources Co-op student on the procurement and deployment of new first aid kits in municipal facilities.

Beginning implementation of MSDS Online to ensure Safety Data Sheet inventory if complete, up to date and available to all employees.

4. Child Care Services

General

Continuing to learn more about legislative changes as Phase three to Child Care and Early Learning Act continues to upgrade regulations.

We welcome back full time ECE Vanessa Marks as she returns to work from Maternity leave. She will be bringing Leah with her to the infant program.

Day Care

We have done our major shuffle of groups and children to accommodate the influx of infants. We now have a waitlist for September 2017 for infants. We have no spaces available until the end of June.

Preschool now 32/32, Toddlers 20/20, infants 10/10.

We are hoping to begin a public Face Book page. We have received back information from all parents. It will be used to high light our learning activities and inform parents of such activities as weather closures, illness etc.

Parents continue to request HiMamma to follow their children out of toddler room one. It is approximately 32 dollars per room per month and we currently use it in two rooms. We would also have to purchase another ipad. In June there is play based funding we will apply for to extend the use of this App.

Early Learning Site

16 children are using this program daily. They utilize a private face book group for daily information sharing.

Before and After Maitland River

Approximately 50-60 children using the after school program.

Before and After Sacred Heart

We have a steady group of 13 at this location, which allows one staff for before and after school program.

Early Years

Staff continue to update parenting programs to meet new delivery of curriculum in the schools with direction from the County of Huron.

Staff will possibly be participating in some way at the Plowing Match 2017.

FINANCIAL IMPACT

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

FUTURE CONSIDERATIONS

No items for future consideration.

RELATIONSHIP TO STRATEGIC PLAN

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



Kathy Adams, Clerk



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: 03/04/2017
SUBJECT: Recreation and Facilities 04-03-2017 Department Update
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the Activity Report of the Director of Recreation and Facilities, dated April 3, 2017, for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Blyth Memorial Community Hall Renovation Project

The allocation of funding for the project to the Province and Federal funding programs was completed on March 31 as per the agreements. The project was fortunate to receive additional allocation of the Provincial funds. Blyth Cultural Initiative 14/19 Inc. received \$3,300,000 for projects in Blyth which included renovations for Blyth Memorial Community Hall, the Blyth Festival's Rehearsal/Studio Building, and the Canadian Centre for Rural Creativity building. The original funding allocation for Blyth Memorial Community Hall funding was \$2,321,000. 14/19 Inc. was able to allocate \$2,479,519.16 for this part of the project from Provincial funding. An increase of \$158,519.16.

The project will achieve substantial completion on April 13, 2017 which is two weeks later than anticipated, and there is a window of time to allow for this small delay. Landscaping for the project will be completed when weather permits. North Huron staff are working with 14/19 Inc. and the Blyth Festival to coordinate the load in of the building, and transfer of care and control for the scheduled date of May 20, 2017.

Staff are busy with the completion of this project, and the reporting out for the funding. The consultant Allan Avis Architects and the General Contractor SKC Construction have been excellent partners on this project, and have been exceptional at working to meet our tight deadlines for the renovation. The delays are a cumulative result of changes made to the project as construction proceeded, due to conditions made apparent as demolition and the rebuilding process unfolded, and requests for changes by the committee.

Marketing Promotion

The department offered some new marketing initiatives in the Spring to boost utilization, awareness and membership.

3 for Free

A mail out promotion to residents to visit the NHWCC and try 3 free visits, one for aquatic, fitness and courts. The following are the number of visits attended by new participants as part of the promotion.

Courts – 16

Fitness – 37

Aquatics – 19

At the same time a promotion on Personal Training was offered for single session discount.

10 Fitness Personal Training sessions were sold under this promotion for a value of \$339.

Saturday 12 for 12

January to March a 12 for 12 Pass was sold. Participants could purchase a \$12 pass and utilize public swims or the courts on Saturdays from January – March. 34 passes were sold for a revenue of \$408. The goal was to boost utilization of Saturday public swims. Looking at the utilization year over year:

2016 Saturday Jan-Mar swims achieved 499 visits

2017 Saturday Jan-Mar swims achieved 550 visits

Home for the Holidays Promotion

This is a discounted \$20 pass to use the Fitness Centre and Courts in December. Most uptake is from students returning home over the holidays.

83 passes were sold for total revenue of \$1,660.

The North Huron Spring Summer Recreation Guide

Distributed to home March 22-24. Registration for Spring swimming lessons are well underway with many classes already full.

Blyth Recreation User Group Meeting

Blyth and District Community Centre hosts two user group meetings per year. The upcoming meeting will be held on Wednesday April 12 at 7:00pm at the Community Centre. Requests for the Living Tree expenditures will be reviewed for consideration at this meeting.

Wingham Town Hall Project

The Township of North Huron has finalized the contract agreement with the HVAC contractor. North Huron staff and a volunteer from the Wingham Town Hall Theatre Committee are going to perform the work required for the structural component in the attic. This is a cost saving for the committee's expenses, and the contractor Montgomery Industrial Services has agreed to work around this arrangement. The committee is also looking into funding the installation of LED house lights for the theatre, and is investigating costs and any rebate programs.

Wingham Ice

The final day for rentals at the arena at the NHWCC was Sunday March 26. Work on removing the ice has been ongoing the week of March 27.

Parks

The goal is for summer students to begin work at the start of May for parks positions. Positions for Summer Day Camp and Parks students was advertised in both papers and the web site. Resumes were collected and the interview and selection process is underway.

Recreation and Facilities, and Public Works Managers have been meeting to coordinate efficient delivery of services for parks maintenance, field maintenance, flower maintenance and grass cutting. As weather

cooperates, work will begin in the parks, sports fields, campground, and the local volunteer groups will be ramping up their activities.

Threshers' Log Cabin Veranda Project

Staff from the Recreation and Facilities department and the Building department have met with representatives of the Threshers'. The Threshers' have identified the location and extent of the veranda, and the location poses no interference with campground operation. The Threshers' are developing the building drawings further to apply for a building permit and communicate exact structural details for the Log Cabin addition. Recreation and Facilities staff will be developing the agreement for permission to build for Council's review.

Legend Software

Staff have been working with Legend to build the database inventory. There have been some challenges confirming our go-live launch date because it is dependent on the timing of integration of the payment system with North Huron's provider for this service. The hope is to finalize that date by first week of April to begin communications with members and users. If all goes as planned, the go-live date will be July 28, 2017.

FINANCIAL IMPACT

None

FUTURE CONSIDERATIONS

Next department update report is scheduled for Monday May 1, 2017.

RELATIONSHIP TO STRATEGIC PLAN

Our community is Healthy and Safe.

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

Our administration is fiscally responsible and strives for operational excellence.



Pat Newson, Director of Recreation and Facilities



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 4/3/2017
SUBJECT: Public Works Activity Report – March 2017
ATTACHMENTS: Veolia Monthly Report

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Public Works Activity Report for March 2017 for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Administration

2017 Road Tour

Staff are planning a Road Tour for Council along with the Public Works management in late April early May. Our goal is to acquaint the group with various roadside sections and municipal facilities that are earmarked for construction and maintenance in 2017 and represent infrastructure items that require attention. Please let Nicole know your availability in late April and early May so that this can be arranged.

Policy and Procedures

Staff are currently reviewing industry standard and best practices for PW services such that quality and timely service is provided to our residents while balancing the Township's need to reduce risk and enforce regulations or by-laws. Some of the policies currently under review are Road Closure requests, Entrance Permit Applications, Road Occupancy, Service Replacements and Asset Management related policy. These will be brought forward to Council when the final drafts have been completed.

Fleet

Staff are reviewing the fleet inventory and detailed condition assessment that has been collected over the month of March. Our goal is to consolidate information to optimize fleet and equipment through a Fleet Management Strategy. The program will also look to establish preventive maintenance measures to ensure our equipment is in optimal operating condition at all times, avoids costly downtime, and avoids unexpected significant repairs. A report to Council will be submitted in the coming months.

Roadside

This year, we will be utilizing internal staff resources and equipment to complete roadside grass cutting. We will not be tendering this work out this year.

Hardtop

A reminder to Council and residents that this time of year and the freeze thaw condition will create ideal pothole conditions. Roadwork for patch and pothole repair will be on-going.

With budget approval for LCB work in East Wawanosh, staff will be conducting minor repairs to Moncrief and Reed Road from CR 4 to Currie Line in preparation for the last lift of tar and chip.

We are currently developing a framework for a pilot project to conduct patch repairs and road rehabilitation with a mix of in-house resources and contractor/material supply.

Loosetop

Half Load Season

Half Load season is currently in effect on Township roads until April 30th.

Maintenance Gravel

On March 20, 2017, Council awarded Joe Kerr Limited the contract for Crushing, Loading, Hauling, and Spreading of Maintenance Gravel within North Huron. Work is being coordinated with the Operations Supervisors and is to be completed by June 15th as per the tender documentation.

Winter Control

With winter concluding, Staff is completing a full review on the winter operations from the 2016/2017 season and indicating best practises and ways to improve for the 2017/2018 season. Upon completion, a full Winter Operations Plan will be developed, which will likely be in the fall timeframe.

Safety Devices & Signage

With the nicer weather approaching, staff will be completing sign inventory in house and the remainder of the retro-reflectivity testing.

Bridges & Culverts

This spring, staff will be conducting a smaller sized culvert inventory to supplement the current inventory of bridges and culverts that meet the OSIM inspection minimum size requirements.

Cemetery

Staff were on site reviewing the condition of the storage facility at the Wingham Cemetery. The parts of the façade and roof are in need of repairs. As discussed at the budget meeting on March 27th, these will be presented in the coming budget iterations.

Streetlights

As discussed at the budget meeting on March 27th, Staff will be providing Council with a report on April 4th regarding the LED conversion for 2017 with particular focus around funding options.

Municipal Gravel Pit

Staff and Joe Kerr Limited will be utilizing the municipal pit this spring during the preparation of maintenance gravel.

Solid Waste and Recycling

The RFP for curbside collection closed on March 16th. The report recommending award will be at Council on April 4th. The service line for solid waste is currently under review with respect to revenues and expenditures, as noted within the report.

Huron County has confirmed that household hazardous waste day will be hosted in North Huron on June 17th at the Wingham Public Works shed. The service provider will be undertaking marketing and promotion for the event in consultation with Township staff.

Capital Projects

Howson Dam Safety Assessment – The RFP is currently in draft format, undergoing final review. We anticipate it being circulated during the week of April 4th to qualified firms experienced in undertaking LRIA permitting under Section 16 of the Act to conduct Hazard Potential Classification and Intake Design Flood, with provisional items for further analysis.

OCIF application – The OCIF formula funding applications were submitted to the Ministry during the week of March 27th. The formula funded projects for PW are LCB/tar and chip project and facility condition assessment and space needs analysis for Wingham Public Works facilities.

CWWF application coordination with the Ministry – the application for funding of Master Plans for water and wastewater systems in Blyth and Wingham is currently being reviewed by the funding bodies. We should know more about status within the next month.

Westmoreland/Mill Street, Blyth – With pre-budget approval, Burnside was given direction to proceed with tender documents. The project will likely be completed at the tail end of the construction season into the fall.

LCB/Tar and Chip – Staff have been working with area municipalities in preparation for a joint tender. With pre-budget approval, staff will move forward with confirming inclusion of North Huron work on the joint tender.

Road Needs Study and Bridge Inspections – Staff received final reports during the week of March 13th. The reports are being consolidated for reporting purposes to Council. We anticipate a report in late April or early May summarizing the study results.

Water & Wastewater

Monthly Reports

Attached is the February Monthly Report from Veolia Water for information purposes.

Township staff and Veolia staff have been working to refine processes related to service backup issues, water meter replacement scheduling and service replacement scheduling.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

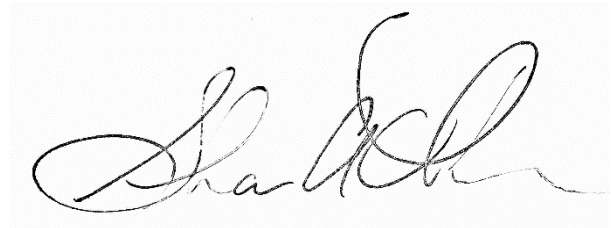
No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

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



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON
WATER AND WASTE WATER MONTHLY REPORT
February 2017

Prepared by: Veolia Water

INTRODUCTION

1) NORTH HURON WATER SYSTEMS

a) WINGHAM WATER

- i) **Laboratory Results:** All lab results were compliant for the reporting period
- ii) **Operational parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** Wingham Water Annual Report sent via e-mail to Owner on February 27th 2017
- iv) **Distribution:** All Weekly and monthly routine maintenance was performed
- v) **Maintenance and services performed:** Water Meter read, Various locates performed

b) BLYTH WATER

- i) **Laboratory Results:** All results were compliant for the reporting period
- ii) **Operational parameters:** Data being stored on the online Hach Wims database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** Blyth Water Annual Report sent via e-mail to system owner on Feb 27th 2017
- iv) **Distribution:** All weekly and monthly routine maintenance was performed
- v) **Maintenance and services performed:** Various locates completed

c) DWQMS (Drinking Water Quality Management System)

There are no new items for this reporting period

2) FACILITIES

- a) Airport:** All samples during the reporting period were compliant

3) NORTH HURON WASTEWATER SYSTEMS

a) WINGHAM WASTEWATER

- i) **Laboratory results:** All results were compliant for the reporting period
- ii) **Operational parameters:** Data being stored on the online Hach Wims database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** There were no regulatory issues for the reporting period



- iv) **Maintenance and services performed** Various locates completed, cameraed sewers

b) BLYTH WASTEWATER

- i) **Laboratory Results-** All results were compliant for the reporting period
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Maintenance and Services Performed:** Various locates completed, cameraed sewers

4) VEOLIA YEAR TO DATE COST BREAKDOWN

- a) Was submitted in Person during March 9th meeting

5) VEOLIA AND NORTH HURON OPERATIONS MEETINGS

- a)
March 9th Meeting

6) ITEMS OUTSTANDING

No items to report during this reporting period





TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Kathy Adams, Clerk
DATE: 03/04/2017
SUBJECT: Tender Results – Jackson and Schultz Municipal Drains 2017
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby award the contract on the Jackson and Schultz Drains 2017 to Robinson Farm Drainage Limited subject to the third reading of By-law No. 16-2017 Being a By-law to Provide for a Drainage Works for the Jackson and Schultz Municipal Drains 2017.

EXECUTIVE SUMMARY

On March 13, 2017, Tenders were sent to six contractors for the Jackson and Schultz Municipal Drains 2017 with a closing date of March 30, 2017. Four tenders were received by the closing date and opened with Chris Dietrich, Dietrich Engineering in attendance.

DISCUSSION

<u>Company</u>	<u>Total Bid (plus HST)</u>
Robinson Farm Drainage Limited	\$115,572.80
A. G. Hayter Contracting Ltd.	\$136,672.00
Kurtis Smith Excavating Inc.	\$142,906.00
Van Bree Drainage & Bulldozing Ltd.	\$154,416.00

Engineer's Estimate - \$163,000.00 plus HST.

Chris Dietrich has reviewed the lowest tender and has recommended awarding the contract to the low bidder being Robinson Farm Drainage Limited.

FINANCIAL IMPACT

None for consideration at this time.

FUTURE CONSIDERATIONS

No items for future consideration.

RELATIONSHIP TO STRATEGIC PLAN

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

Goal 5 - Our natural environment is valued and protected.



Kathy Adams, Clerk



Sharon Chambers, CAO



North Huron Township Council
Presentation

Monday, April 3, 2017

Cathy Ritsema, Executive Director
Alzheimer Society Huron County

EDUCATION PROGRAMS IN NORTH HURON

Family Education Programs



First Link Education Programs

Taking Control of Our Lives (TCOL)

Professional Education Programs

Gentle Persuasive Approach: Wingham Hospital, Retirement
and Long Term Care



SUPPORT PROGRAMS IN NORTH HURON

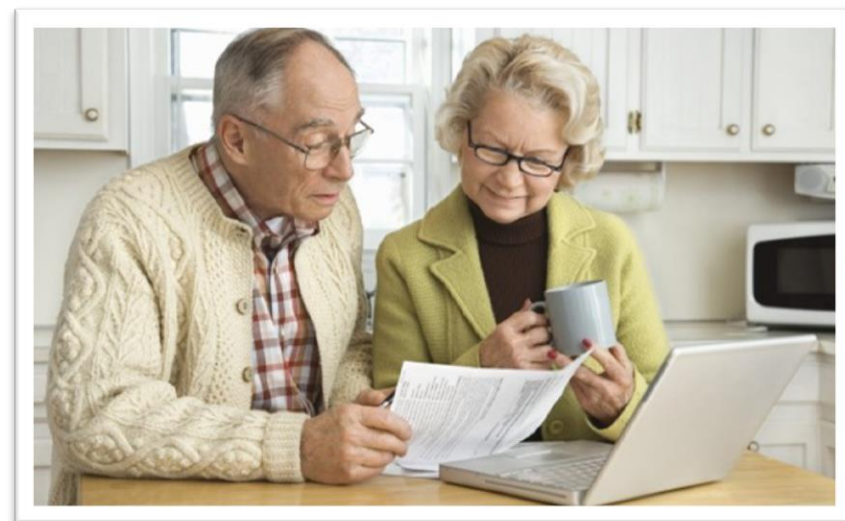
- ❖ Monthly Family Support Group
- ❖ Circle of Friends Program (for persons with dementia)
- ❖ Individual and Family Counselling and Support
- ❖ Alzheimer Society north satellite office site in Wingham
- ❖ Monthly Memory Clinic at North Huron Family Health Team
- ❖ Volunteer Companion Program
- ❖ ipods for Memories
- ❖ Behavioural Support for Residential Care
 - Wingham Hospital
 - Retirement and Long Term Care
 - Community Living Association
 - Throughout all of Huron County



EDUCATION PROGRAMS IN NORTH HURON

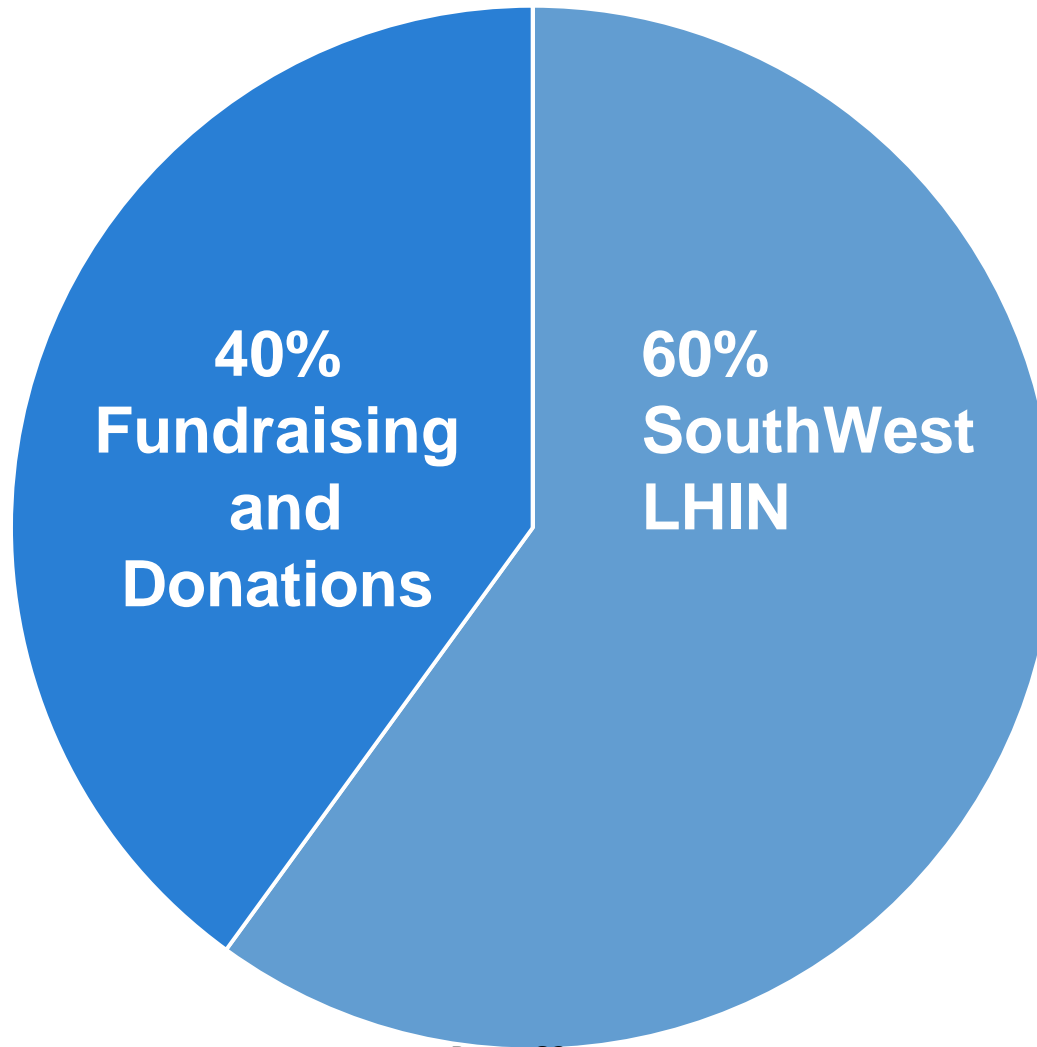
Public Education Programs

- ❖ Memory & Aging Program
- ❖ Grade 4 Program
- ❖ An Array of Dementia Presentations
 - ❖ Service Clubs
 - ❖ Faith Communities
 - ❖ Seniors Dining Program
 - ❖ Businesses



Alzheimer *Society*

HURON COUNTY



Alzheimer Society

HURON COUNTY

MINDS IN MOTION

Wescast North Huron Community Complex

February – April 2017





Join us for the

Walk for Alzheimer's

Saturday, May 13, 2017



WALK FOR
ALZHEIMER'S
MAKE MEMORIES
MATTER™

Alzheimer *Society*

HURON COUNTY

317 Huron Road
Box 639
Clinton, Ontario N0M 1L0

Phone: 519-482-1482 **Toll free:** 1-800-561-5012

Email: admin@alzheimerhuron.on.ca

- **Website:** www.alzheimer.ca/huroncounty
- **Facebook:** <http://www.facebook.com/AlzheimerHuron>
- **Twitter:** www.twitter.com/alzheimerhuron



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 03/04/2017
SUBJECT: StopGap Program Policy – Follow up Report
ATTACHMENTS: StopGap Program Policy and Waiver of Liability Form

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the StopGap Program Report for information purposes;

AND FURTHER THAT the Council of the Township of North Huron approve and adopt the “StopGap Ramp Policy” for use in North Huron.

EXECUTIVE SUMMARY

On February 21st, Council heard from Julie Sawchuk through a delegation. Julie is a resident of Blyth, a teacher at FE Madill, and a member of Huron County Accessibility Advisory Committee. At the March 6th Council meeting, staff brought forward a draft policy and the following motion was passed:

MOVED BY: B. Vodden

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby accepts the Director of Public Works report regarding a StopGap Program for information purposes;

AND FURTHER THAT Council endorse the StopGap program in North Huron through the Huron County Accessibility Advisory Committee;

AND FURTHER THAT the Council of the Township of North Huron direct the Director of Public Works to further refine the attached draft “StopGap Ramp Policy” and report back to Council with a formal policy for adoption.

CARRIED

DISCUSSION

The Community Ramp Project was developed by the StopGap Foundation to allow communities to supply free deployable entry ramps to businesses with single stepped storefronts which prevent access to some people including those in wheelchairs, with mobility devices or strollers. In the older, more historic downtown cores, accessibility to buildings is an issue. This initiative is an easy, straightforward fix to increase accessibility.

Staff have been in contact with our insurance provider, BFL Canada and our legal counsel, and have been advised on specific liability limitations and indemnification clauses to limit the Township's

liability while allowing this program to proceed. The sole purpose of the application would strictly be associated with allowing business owners to place the ramp on the Township sidewalk when required by a patron, and that responsibility and liability for such would be that of the business owner only.

Staff met with Julie Sawchuk on March 22nd to discuss the draft policy and discuss ways to collaborate on the initiative while addressing the Township's need with respect to temporary sidewalk occupancy. In discussions, it was determined that the StopGap program for North Huron would be administered by the Huron County Accessibility Committee to allow for a centralized process. The process would include the Township's policy with respect to insurance requirements, as well as the liability waiver. The Accessibility Committee will administer the process in full, and provide the Township with documentation once the waiver form and proof of insurance are complete for Township staff to verify.

The attached policy was refined with Julie's input and is provided to Council for formal adoption.

FINANCIAL IMPACT

There will be no financial impact to the Township of North Huron for the ramps. Township staff are recommending the insurance and waiver requirement in order to limit the Township's potential liability due to this particular activity in the right of way.

FUTURE CONSIDERATIONS

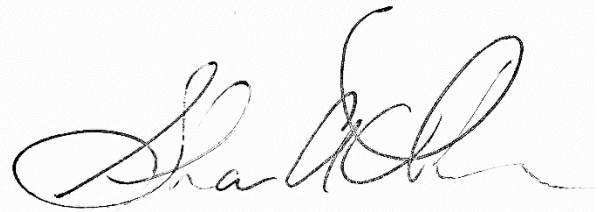
None at this time.

RELATIONSHIP TO STRATEGIC PLAN

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



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO



STOP GAP POLICY	
Policy Number:	Effective Date:
Approved By:	Revision Date:

STOP-GAP POLICY

PURPOSE

To create awareness about barriers in our built environment by allowing the deployment of deployable entry ramps to businesses in the Township of North Huron. The policy is to create a process to ensure the Township's administrative requirements of participating business are met with respect to liability reduction for the Township. The StopGap ramp program is available through the Huron County Accessibility Advisory Committee to single stepped storefronts which currently prevent access to some individuals including people in wheelchairs, with mobility devices and strollers.

ELIGIBILITY

This policy applies to any businesses participating in the StopGap ramp program in the Township of North Huron administered through the Huron County Accessibility Advisory Committee.

APPLICATION PROCEDURES

An application for the program should be completed through the Huron County Accessibility Advisory Committee. Part of the application process, administered through Committee resources, will include a waiver/indemnification clause with respect to the Township of North Huron interests, which business owner's are required to sign-off before the Township will permit the use of a StopGap ramp, or any other store access ramp needing deployment on or nearby the Township sidewalk to provide barrier free access to businesses.

The Township will require the waiver signed, as well as annual proof of insurance with the Township being named as co-insured. Each application shall include:

- Township of North Huron – Waiver of Liability Form
- A "Certificate of Insurance" for Commercial General Liability of not less than \$2,000,000.00 (two million dollars)
 - The policy must be written on an Occurrence Basis, Claims Made policies are not acceptable, and must include:
 - Bodily Injury
 - Property Damage
 - Contractual Liability
 - Cross Liability Clause and Severability of Interest Clause
 - The Corporation of the Township of North Huron needs to be added as an additional insured but only in respect of their interest in the operation of the Named Insured

StopGap Huron will administer the program, and provide owner information to the Township of waiver sign-off and proof of insurance for the participating businesses.



STOP GAP POLICY	
Policy Number:	Effective Date:
Approved By:	Revision Date:

Once these have been met as outlined above in a satisfactory condition, StopGap will be notified by the Township in writing.

The use of the ramp is the sole responsibility of the business owner, and the ramp must only be deployed when required.

ADMINISTRATION

- The program of materials and labour for construction of the ramps is administered through the Huron County Accessibility Advisory Committee.
- The program application process and verification process is conducted by the Huron County Accessibility Advisory Committee.
- The Township will verify insurance requirements, waiver requirements and provide written notice to StopGap for each participating business owner.
- Access to this program is coordinated through Huron County Accessibility Advisory Committee in consultation with the Township of North Huron.
- Deployment of the ramp on the sidewalk without Township approval through this policy may result in penalties for owners.
- The approval requirements for this program with respect to North Huron interests are outlined in Appendix A and B attached.



STOP GAP POLICY	
Policy Number:	Effective Date:
Approved By:	Revision Date:

Appendix A
Waiver Liability Form



STOP GAP POLICY	
Policy Number:	Effective Date:
Approved By:	Revision Date:

Appendix “B”

Certificate of Insurance

Regarding the use of the StopGap Ramp, the Township requires that the business provide a “Certificate of Insurance” for Commercial General Liability of not less than \$2,000,000.00 (two million dollars).

Please note the following:

The policy must be written on an Occurrence Basis (Claims Made policies are not acceptable) and must include:

- Bodily Injury
- Property Damage
- Contractual Liability
- Cross Liability Clause and Severability of Interest Clause

The Corporation of the Township of North Huron needs to be added as an additional insured.



LIABILITY WAIVER, ASSUMPTION OF RISK and INDEMNITY

Township of North Huron – StopGap Huron - The Ramp Project

Business/Organization _____

Street Address _____

Province _____ City/Town/Village _____ Postal Code _____

Phone Number _____ Email _____

Please read carefully before signing.

By signing this document, you waive certain legal rights, including the right to sue.

I understand that The StopGap Foundation (“StopGap”) will construct and provide my business within the Township of North Huron with a temporary ramp to be used to access my single stepped storefront. Once StopGap delivers the ramp, it is my property and my sole responsibility. **I understand that in order to participate in The Ramp Project and use the ramp on or around the Township sidewalk, I must agree to and sign this waiver and indemnity.**

I know that this ramp is not intended to be a permanent ramp to my storefront and that the ramp should only be used when needed. When in use, the ramp should be level and flush against the step with no gaps present. When the ramp is not in use, it is not permitted to be deployed on or around the Township sidewalk. I understand that the use or storage of the ramp could cause injury to persons or property, and the Township is not responsible for any damages that may occur as a result of any injury.

I voluntarily and unconditionally release the Township of North Huron, its employees, contractors, agents, directors, elected officials, or volunteers from all claims including, but not limited to, personal injury, bodily injury and property damage, whether caused by negligence or otherwise, which I have or may have in the future or during my participation in StopGap - The Ramp Project.

I agree to indemnify and hold harmless the Township of North Huron, its employees, contractors, agents, directors, elected officials, or volunteers for any and all liabilities, damages, costs, claims, suits, and actions that are directly or indirectly related to my activities, or my participation in StopGap - The Ramp Project.

I agree to provide the Township of North Huron annually, regardless the use of the StopGap Ramp, with copies of “Certificate of Insurance” for Commercial General Liability of not less than \$2,000,000.00 (two million dollars) and include the Corporation of the Township of North Huron as an additional insured.

I agree not to sue or bring legal action against anyone who could seek contribution or indemnity from the Township of North Huron, its employees, contractors, agents, directors, elected officials, or volunteers under the *Negligence Act*.

Owner/Manager Signature
“I have authority to bind the corporation”

Owner/Manager Printed Name
Print First and Last Name

Date



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 03/04/2017
SUBJECT: LED Streetlight Conversion Program - LAS/RealTerm Energy Proposal
ATTACHMENTS: Binding Letter of Engagement

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report LED Streetlight Conversion Program – LAS/RealTerm Energy Proposal for information;

AND THAT Council approve the execution of a Letter of Engagement with LAS and their service partner RealTerm Energy for the audit, design, upgrade, and energy performance of LED streetlights as detailed in their proposal;

AND THAT Council approve the project funding from the Water and Sewer reserves for approximately \$530,000, with savings from the reduced energy costs of streetlights being allocated back to the Water and Sewer reserves for the full amount of borrowing;

AND THAT Council direct staff, following completion of the borrowing term, to continue streetlight revenues on trend with current rates and redirect the surplus into a Roads reserve.

EXECUTIVE SUMMARY

At the March 27th Budget meeting, Public Works presented the streetlight conversion project for consideration in 2017. In late 2015/early 2016, Staff directed LAS/RealTerm to reserve our place for eligibility in IESO incentive program for LED streetlight replacements. LAS is “Local Authority Services”, which is a wholly owned subsidiary company of the Association of Municipalities of Ontario. They partnered with RealTerm to provide a turn-key LED conversion solution for municipalities.

LAS/RealTerm provided the Township with a proposal for the turn-key solution, taking into consideration a two phased approach, including a detailed audit of our current streetlight inventory and a turn-key replacement plan for streetlights. Typically, the proposal requires a Letter of Intent to be signed by the Township with LAS/RealTerm in order for the IESO incentive to be applied for. In early 2016, LAS/RealTerm worked with Township staff to be make the application and reserve Township eligibility in the incentive program at that time, which was confirmed to be approximately \$70,000 in the proposal provided to the Township in March 2016.

The funding strategy for the proposal takes into consideration the funding opportunities proposed by RealTerm. It is recommended at this stage to proceed with our own funding sources.

DISCUSSION

In 2016, the Township received a proposal for a turn-key LED conversion solution for streetlights. The proposal included an invest grade audit (Phase 1) and a conversion plan (Phase 2). The proposal included administration to switch over information with the LDC's (Hydro One and Westario) for billing purposes. The estimate, at the time of the proposal, was approximately \$590,000, which does not include the IESO incentive estimated at \$70,000 in early 2016.

Staff worked with LAS/Realterm in 2015 and 2016 to ensure that the Township could still be eligible for the incentive program based on LAS/RealTerm's application.

The objective of this project is to realize energy savings through the use of LED lighting, which has reduced consumption. The Township's current consumption costs for the major centres (Wingham and Blyth) are around \$140,000 (570,000 kWh). The conversion program estimates a reduced consumption of approximately 65% (201,000 kWh), where the proposal estimates a conservative annual savings of \$70,000. This number would be further refined after the Phase 1 audit. The program would also reduce maintenance costs, with the current being around \$15,000 for the Township. These are estimated at 80% savings, or \$13,000. In total, annual savings are estimated at \$83,000. With a project cost of \$530,000, the payback period is approximately 6.5 years.

One of the risk elements inherit with a proposal like this, is that it is dependent on our asset inventory. We are currently working towards populating our inventory database for all major asset groups. Streetlights are in need of inventory work. There may be additional cost once the audit is complete as we may find the current estimate of fixture assets, which was provided to LAS/RealTerm by Township staff, is incorrect. As well, Phase 2 of the proposal includes a threshold percentage of re-wiring that may vary from fixture to fixture depending on the detailed inventory and audit.

To mitigate this risk, the proposal allows for Phase 1 to be a break-off point should the Township decide not to proceed with the conversion. The Township would owe a fee (~\$15,000) to the proposal provider for the inventory and audit work performed. Regardless of choosing to proceed or not, the information collected in Phase 1 would be very useful to build into our inventory database and include in our Asset Management practices.

Attached to this report is a binding Letter of Engagement that RealTerm requires in order to provide the investment grade audit of the Township streetlight inventory (Phase 1). The audit will include establishing the height and physical co-ordinates of each streetlight and details such as davit arm type, fixture type and wattage. This will enable RealTerm to create a photometric plan for the entire streetlight system. The photometric plan will dictate what LED fixture to use to replace each existing fixture to provide equal or improved lighting levels.

When Phase 1 is complete, a second contract will be required to detail the conversion plan to include the results of the photometric plan, including lighting design and unit selection.

With respect to the Procurement Policy, staff are recommending proceeding with the remainder of this proposal without RFP or RFT because the Township has already engaged LAS/RealTerm to complete the IESO incentive application. The process was started by LAS/RealTerm, and should we

engage another firm to complete the remaining work through the procurement process, we would need to re-apply for the incentive based on a newly proposed work plan. LAS/RealTerm confirmed that the IESO incentive/rebate has dropped since the application was submitted in early 2016.

Additionally, LAS/RealTerm have already undertaken a procurement process with CREE lighting for selection of the fixtures that will make up the replacement units. This was a competitive process that secured bulk access for LAS/RealTerm to low cost replacement units, which in turn gives the municipality access through this process.

FINANCIAL IMPACT

The financial aspects to this project are as follows:

- 1) Phase 1 – Audit (estimated \$15,000)
- 2) Phase 2 – Replacement (estimated \$585,000)
- 3) IESO Incentive (estimated \$70,000)
- 4) Total Capital Cost = \$530,000

Reduced energy consumption from the project is estimated to reduce costs of consumption by 65%, while maintenance from warranty and new units is estimated at 80%, equating to approximately \$83,000 annually. The payback period equates to 6.5 years.

It is recommended to use internal funding sources to allow procurement to proceed. Borrowing from a strong internal reserve is recommended considering the short term payback period, with repayment to that reserve (including interest). The water or wastewater reserve may be most appropriate to consider with totals of both reserves being \$5.335 million. The total borrowing would be around 10% of the reserve and would be paid back relatively quickly.

Following the payback and completion of the borrowing term, Council should consider continuing the pre-project cost-allocation to ratepayers, and reallocating the equivalent savings from reduced energy consumption into an annual Roads reserve to help build the reserve fund for Roads.

FUTURE CONSIDERATIONS

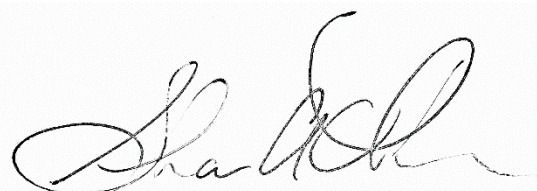
As noted, following the payback and completion of the borrowing term, Council should consider continuing the pre-project cost-allocation to ratepayers, and reallocating the equivalent savings from reduced energy consumption into an annual Roads reserve to help build a reserve fund.

RELATIONSHIP TO STRATEGIC PLAN

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



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO



December 15, 2016

Mr. Jeff Molenhuis
Public Works Director
Township of North Huron
274 Josephine St.
Windham, ON N0G 2W0

**Subject: Binding Letter of Engagement - Design, Upgrade and Transfer Agreement
The Township of North Huron ("the Customer")
RTE Agreement No.: 00000887**

Pursuant to your recent discussions with Local Authority Services ("LAS"), RealTerm Energy Corp. (the "Company") is pleased to enter into this binding Letter of Engagement ("LOE") with the Customer with respect to the proposed upgrade of your existing street lighting system to LED luminaries ("the Project").

TERM:

The Term of the Agreement shall be from the execution date of the Agreement to the Final Completion Date. The Final Completion Date shall be defined in the Agreement as the date that the Customer provides written notice to the Company that it accepts the Company's application for final completion of the work and certifies that final completion has occurred.

SERVICES AND EQUIPMENT:

The Company agrees to replace the Customer's existing agreed upon lightning in Township of North Huron with energy efficient equipment in accordance with the schedule and specifications set out in **Schedule A**. The new equipment shall remain the sole and exclusive property of the Company until substantial performance (as defined in the *Construction Lien Act* (Ontario)) has occurred, at which time the new equipment and all related warranties will be transferred and become the sole and exclusive property of the Customer for the duration of the term.

CONTRACT PRICE:

The Customer shall pay the Company the Contract Price for the design, supply and installation of the new equipment. The Contract Price shall be as provided in **Schedule B**. The Customer shall make progress payments to the Company on account of the Contract Price when applied for by the Company and certified by the payment certifier.

INVESTMENT GRADE AUDIT:

Within 150 days of the date of execution of this LOE by the Customer, the Company shall complete an Investment Grade Audit. Such audit shall verify the size, location and type of the Customer's existing street lights, energy invoices, maintenance invoices, and other detailed aspects of the Customer's street light system.

If the results of the Investment Grade Audit confirm annual energy savings of 67% (+/- 10%), the Company shall notify the Customer that the Project is viable (the "Proceed Notice") and the parties shall proceed with the negotiation of the Agreement as provided below. If the Customer does not proceed with such good faith negotiations with the Company, the Customer shall reimburse the Company for such reasonable costs and expenses incurred in performing the Investment Grade Audit and negotiating this LOE, to a maximum of \$10,961.00 within 30-days of receiving an invoice from the Company for such costs and expenses.

If, based upon valid information provided by the Customer to the Company, the results of the Investment Grade Audit (i) do not meet the Savings and/or (ii) demonstrate that the anticipated design of the Company cannot be utilized; the Customer and the Company shall enter into good faith negotiations to amend the Contract Price. If the parties have not been able to settle on an amended Contract Price and execute the Agreement prior to termination of this LOE pursuant to (ii) of the Termination section below, the Customer shall within 15-days of such termination reimburse the Company for 50% of the Company's reasonable costs and expenses in performing the Investment Grade Audit and negotiating this LOE to a maximum of \$5,480.50 and, in return, the Company shall furnish all work materials related to the Investment Grade Audit to the Customer including a GIS audit of the Customer's street lighting system. If, in the Company's opinion, acting reasonably, the Customer did not provide the Company with valid information, the Customer shall reimburse the Company for 100% of the Company's reasonable costs and expenses in performing the Investment Grade Audit and negotiating this LOE to a maximum of \$10,961.00 within 15-days of receiving an invoice from the Company for such costs and expenses.

CCDC 14:

Upon issuance of the Proceed Notice or upon determination of an amended Contract Price as provided above, the Customer and the Company shall act in good faith and use commercially reasonable efforts to conclude a CCDC 14 design-build stipulated price contract (the "Agreement"), an initial draft of which shall be provided by the Company. We would expect the Agreement would contain supplementary conditions, which reflect the terms and conditions of this LOE other than those under the headings "Investment Grade Audit" and "Termination".

INSURANCE:

In addition to the insurance the Customer shall carry which shall be specified in the Agreement, the Company shall insure the Company's interest in the energy efficient equipment and maintain public liability and property damage insurance during the term. Such policies shall be written on a comprehensive basis with inclusive limits of not less than \$5,000,000 for bodily injury to any one or more persons or property damage, stock in trades and list the Customer as additional insured.

MUNICIPAL FRANCHISE, LICENCE OR EASEMENT:

The Customer shall grant a license, easement or right-of-way giving the Company rights of access in the streets and rights to remove and replace existing lights.

CONFIDENTIALITY:

The Company and the Customer agree to maintain the strict confidential nature of this LOE and the negotiations with respect to the transaction proposed herein, including forms of contract. No public or other announcement of the existence or terms and conditions of this LOE shall be made by either party except in consultation with and subject to the approval of the other. The Company and the Customer agree to use all reasonable efforts to coordinate any disclosures concerning the proposed transaction.

TERMINATION:

This LOE shall terminate on the earlier of (i) immediately upon execution of the Agreement and (ii) six (6) months after execution of this LOE by the Customer.

GOVERNING LAW:

This letter will be governed by and construed in accordance with the laws of the Province of Ontario and the federal laws of Canada applicable herein.

Should the above terms and conditions be acceptable to the Customer, please sign this letter in the area indicated below and return to our attention.

IN WITNESS WHEREOF, the parties hereby agreed to and have executed this LOE Agreement by their duly authorized official.

RealTerm Energy Corp.

Signature

Printed Name

Title

Date**Township of North Huron**

Signature

Printed Name

Title

Date

SCHEDULE A – COMPANY’S SERVICES

1. Scope of Services

- System Design including a GIS Asset audit of the system.
- Supply labor and material to remove existing Customer street light fixtures.
- Disposal of existing Customer street light fixtures as per government standards including providing the Customer a “Declaration Letter” stating same.
- Supply labor and material to install the new equipment.
- Inspect and repair or replace the existing wiring, fuses, or any other item other than the new equipment as required. We have assumed 35% rewiring, 100% fuse replacement and 45% fuse holder replacement will be required, as well as replacing 2% of the existing davit arms. If the scope of work varies from this estimate, then the work will be done on a cost recovery/returned basis.
- On a best efforts basis, work with the Local Distribution Company to modify their invoicing system to recognize the new equipment.
- Administer the process to obtain all grants, subsidies or rebates that may be available from the Independent Electricity System Operator (IESO) related to this Project.

2. Existing Equipment and New Equipment Inventory and Specifications

Cobrahead Fixtures								
HID Fixture type	HID System Wattage	HID QTY	Total HID Demand (kW)	LED Fixture type	LED System Wattage	LED QTY	Total LED Demand (kW)	Savings
HONI - Cobra - HPS 70W L 30W B	100	37	4	XSPA_2GE-USN (34W)	34	37	1	66%
HONI - Cobra - HPS 100W L 30W B	131	61	8	XSPA_2GC-USN (43W)	43	61	3	67%
HONI - Cobra - HPS 150W L 40W B	189	1	0	XSPA_2HD-USN (73W)	73	1	0	61%
HONI - Cobra - HPS 200W L 50W B	250	1	0	XSPA_2HC-USN (83W)	83	1	0	67%
HONI - Cobra - HPS 250W L 60W B	311	12	4	XSPA_2HA-USN (101W)	101	12	1	68%
HONI - Cobra - MERC VP 175W L 35W B	211	1	0	XSPA_2GA-USN (53W)	53	1	0	75%
HONI - Cobra - MERC VP 250W L 35W B	286	29	8	XSPA_2HC-USN (83W)	83	29	2	71%
HONI - Cobra - MERC VP 400W L 60W B	461	1	0	XSPA_2HM-USN (153W)	153	1	0	67%
HONI - Cobra - MERC VP OTHER 150W 31WB	181	3	1	XSPA_2GA-USN (53W)	53	3	0	71%
WP - Cobras - HPS 100W L 30W B	130	95	12	XSPA_2GC-USN (43W)	43	95	4	67%
WP - Cobras - HPS 150W L 40W B	190	140	27	XSPA_2HD-USN (73W)	73	140	10	62%
WP - Cobras - HPS 250W L 60W B	310	130	40	XSPA_2HA-USN (101W)	101	130	13	67%
		511	105			511	35	67.3%

Decorative Fixtures								
HID Fixture type	HID System Wattage	HID QTY	Total HID Demand (kW)	LED Fixture type	LED System Wattage	LED QTY	Total LED Demand (kW)	Savings
HONI - Deco - Top Hat - HPS OTHER <175W	181	66	12	Contempo LED - Series 245L 72W	72	66	5	60%
HONI - Deco - Top Hat - HPS OTHER >175W	481	1	0	Contempo LED - Series 245L 72W	72	1	0	85%
WP - Deco - Acorn - HPS 100W L 30W B	130	32	4	Symphony CA23T4-60W	60	32	2	54%
WP - Deco - Downlight - MH 150W	190	41	8	Domia CY55P1UF 80W	80	41	3	58%
		140	24			140	10	66.3%

3. Schedule of Services

Commencement Date: Within 90-days from execution of the Agreement.

SCHEDULE B – CONTRACT PRICE

Contract Price: \$521,934.60 in addition to applicable taxes.



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis, Director of Public Works
DATE: 03/04/2017
SUBJECT: North Huron - Water and Wastewater Annual Reports for 2016
ATTACHMENTS: Wingham Water Annual Report 2016
Blyth Water Annual Report 2016
Wingham Wastewater Treatment Plant Annual Report 2016
Blyth Wastewater Treatment Plant Annual Report 2016

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the 2016 Water and Wastewater Annual Reports for Blyth and Wingham systems produced by Veolia Water Canada for information purposes.

EXECUTIVE SUMMARY

Under the Safe Drinking Water Act, the Operating Authority (Veolia Water Canada) of a regulated drinking water system has mandatory reporting requirements to the Owner (North Huron) of the system.

Within each Certificate of Approval for the wastewater treatment plants in Wingham and Blyth issued under the Ontario Water Resources Act, the Operating Authority is required to report on performance to the Owner of the facility.

The 2016 Annual Reports for Water and Wastewater for the reporting period of January 1, 2016 to December 31, 2016 are will be posted on the Township website for public viewing.

DISCUSSION

Regulated Drinking Water Systems

The Township of North Huron is the Owner of the Wingham drinking water system and the Blyth drinking water system. Annual Ministry (MOECC) inspections were completed in December 2016 for both systems. The following is pertinent information from the 2016 reporting period:

Wingham: The most recent Ministry of Environment inspection was completed by Matt Shannon on October 13, 2016 and there were no non-compliances noted. There was one adverse water quality event occurred in 2016 under AWQI 131208 due to a new water main replacement which was not yet in service, which was cleared following re-sampling.

Blyth: The most recent Ministry of Environment inspection was completed by Matt Shannon on November 5, 2016. There were no non-compliances noted. Well 5 was brought into online production on December 21, 2016. There was one adverse water quality report in 2016, which was cleared following re-sampling.

Wastewater Treatment Facility Performance

The Township of North Huron is the Owner of the Wingham Sewage Treatment Plan and the Blyth Sewage Treatment Plant. The following is pertinent information from the 2016 reporting period:

Wingham: The facility received an annual average daily flow of 68% of the rated daily capacity over the operating year.

There were zero by-pass events throughout the year. The plant operated generally within Regulatory Compliance limits. No complaints were received as a result of the operation of the facility.

Blyth: The facility received an annual average daily flow of 54% of the rated daily capacity over the operating year.

There were five by-pass events throughout the year due to heavy precipitations. Secondary bypassing took place in 2016 where the raw sewage flows during significant rain and snowmelt events exceeded the capacity of the sand filter. The plant operated within Regulatory Compliance limits. No complaints were received as a result of the operation of the facility.

Further detailed system and facility reports for water and wastewater respectively are attached for your information.

FINANCIAL IMPACT

No financial impact at this time.

FUTURE CONSIDERATIONS


In 2016, the Operating Authority for both water and wastewater transitioned to Veolia Water. Annual reporting will be submitted to Township staff by Veolia staff for 2016. Township staff will continue to report to Council on performance of water and wastewater systems.

RELATIONSHIP TO STRATEGIC PLAN

Goal #2 of the Township Strategic Plan is for our residents to be engaged and well informed. Goal #3 is that our community is healthy and safe. Goal #5 is that our natural environment is valued and protected.



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO

Annual Report

For the 2016 Operating Year

Blyth Drinking Water System 2016 Operation and Maintenance Annual Report

PREPARED BY

Veolia Water
100 Cove Rd.
Goderich, ON
N7A 3Z2

TO

Township of North Huron,
274 Josephine St,
Wingham, ON
N0G 2W0

Resourcing the world  **VEOLIA**

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1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2016 Annual Report is to document the operation and maintenance data for the Blyth Drinking Water System for review by the Ministry of the Environment in accordance with O. Reg. 170/03. This report covers January 1, 2016 to December 31, 2016. A copy of this report will be submitted to the owner to be uploaded to the Township's website and can be supplied, free of charge, to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

The Blyth Drinking Water System (DWS # **220001496**), is characterized as a "secure ground water" system and is classified as a large municipal residential system. The system consists of three wells (1, 2 and 5) with a rated capacity of 2877 m³/day with the inclusion of Well 5 (1728 m³/d), put in operation December 21, 2016. Treatment consists of chlorination (sodium hypochlorite) and iron sequestration (sodium silicate) treatment. The Well 1 and 2 system is located at 201 Thuell St. Well #5 is located in the north east corner of 377 Gypsy Lane. The distribution system serves the community of Blyth with a population of approximately 1000 residents, 450 customer services, with 12.7 km of various size and material water main.

The system is owned by the Corporation of the Township of North Huron and operated by Veolia Water Canada, the Operating Authority.

The Wells 1 and 2 water supply system consists of two drilled wells fitted with pumps capable of pumping the volume specified in the MOE Permit to Take Water. The raw water consistently has substantial naturally occurring hardness and relatively high iron content that requires sequestering to prevent discoloration in the distribution system which is typical of all drilled wells in the area. The raw water also has fluoride concentrations that hover at or just above the maximum allowable concentration in O.Reg 169/03 which is typical of the drilled wells in the area. Chlorine, (a critical process) and an iron sequestering agent are added to the raw water prior to entry into a baffled contact tank that satisfies the chlorine contact time required with adequate chlorine residual to disinfect.

From the contact tank/reservoir the water flows to the high lift building that houses two electrically driven high lift pumps, as well as a diesel engine driven fire pump, that are capable of maintaining adequate system pressure. The water level in the reservoir is maintained by a level controller that starts and stops the well pumps. Also housed in the building is a manually operated standby emergency generator that allows operation of the equipment during extended power interruptions. The building contains cushion tanks that absorb hydraulic shocks and maintain pressure during brief power interruptions. The treated drinking water is monitored for chlorine residual and turbidity by on-line equipment connected to an auto dialer. The monitoring system will alert the on-call operator to respond if the set points are breached. The chlorine and turbidity analysis data levels are stored on a data logger.

The distribution system has no elevated storage and relies on the pumps and cushion tanks to maintain pressure. Critical processes to ensure safe water are adequate chlorination and maintenance of system pressure. The monitors activate an alarm through the auto dialer if the set points are breached.

The raw water has abnormally high chlorine demand, coupled with sequestering agent and high background sodium levels that result in elevated sodium in the treated water just above the maximum allowable concentrations in O.Reg 169/03.

Well # 5 was put into service in December 21, 2016, as a second isolated source. It is a 175 mm drilled well, 83.5 m deep. Well # 5 is equipped with a submersible vertical turbine pump, well level sensor to measure static level and provide well level monitoring. At this stage of development of the system (phase 1 of 3), Well 5 has been designed to operate on a time of day basis to run twice per day during peak demand times and controlled with a variable speed drive to maintain the desired pressure set point in the distribution system as well as to provide additional volume of water during periods of high water demand such as fire protection.

Although the well has not been in service long enough to have stabilized within the aquifer to determine average quality, it appears to be lower in fluoride, sodium and iron, chlorine demand with similar hardness and alkalinities. Samples collected in 2017 will provide additional data for with a more detailed commentary on the water quality in following reports.

The well house is equipped with back-up diesel generator, complete with auto transfer, sodium hypochlorite (2) and sodium silicate (2) pumps, a chlorine contact loop, on-line monitoring, alarm generation and auto-dialer.

The well house and its equipment have a daily maximum capacity to deliver 1728 m3 per day to the Blyth community.

The water from Well 5 is pumped through a main header where sodium hypochlorite and sodium silicate are added and directed to a chlorine contact loop to provide adequate chlorine concentration/contact time at maximum flow and before the first consumer.

The water quality is monitored and data-logged by a programmable logic controller with breaches of set-points going to an alarm dialer.

Disinfection is achieved on the Blyth well supply through the use of 12% sodium hypochlorite. In the well houses this chemical is added prior to the water entering the chlorine contact reservoir at a suitable dose rate to achieve both primary and secondary disinfection objectives.

The attached distribution system is constructed with a combination of ductile iron, cast iron, PVC and high density polyethylene piping with polyethylene, copper and galvanized steel services. There are no known lead services. There is no elevated storage to maintain pressure and the system pressure is maintained using pressure tanks, 3 high lift pumps (2 electric and a diesel) and 1 variable speed submersible (Well 5).

The system has approximately 45 fire hydrants that with the additional 20L/s flow from the new Well 5, will provide much improved sustained fire flows. Coupled with the new well, flow testing of the hydrants will take place in 2017 to verify the degree of improvement to report to the Fire Chief.

Annual Report
For the 2016 Operating Year

The chlorine dosages range varies with the chlorine demand of the raw water.

The free chlorine residual is monitored at the point of entry to the distribution system, by an on-line chlorine analyzer, with a target residual of > 1.00 mg/l and < 1.30 mg/l.

The Blyth well supply has 1 PTTW (Permit To Take Water) # 6057-A3SJAU with an expiry date of November 30, 2025, which allows 3504.960 cubic metres per day to be pumped from the combined wells.

The Blyth Drinking Water System (treatment Subsystem) has maximum flows as specified in the Municipal Drinking Water Licence (MDWL) 090-101, Issue 2 and Drinking Water Works Permit (DWWP) 090-201), Issue 3. The maximum total daily flow is 2877 cubic meters per day. Authorization to operate Well 5 is in a Form C addendum to the DWWP. Well 5

The pre-chlorine entering the contact facilities and treated water (point of entry to distribution) is monitored by on-line chlorine analyzers.

Typical system pressure ranges from 40 psi at the higher elevations to 85 psi at Wells 1 and 2 which is the lowest elevation of the system.

Permit to Take Water 7383-7BLM5Q Compliance Report				
3.2 -Maximum Amount of Taking Permitted				
	Max/Day on Permit	Peak Flow	%of Limit	
Well #1 (in m3)	653 m3	450	68.9	%
Well #2 (in m3)	1123 m3	622	55.4	%
3.2 - Average Annual Amount of Taking Permitted				
	m3/year	m3/year		
Well #1 (in m3)	238345	88335	37.1	%
Well #2 (in m3)	409968	73139	17.8	%
Capacity Report				
Total Peak Flow - Wells 1 and 2				
	Maximum	Actual	%of Cap	
Capacity (m3/d)	1149	1010	87.9	%
Total Average Flow - Wells 1 and 2				
Capacity (m3/d)	1149	442.9	38.5	%

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring

3.1.1 Point of Entry Chlorine Residual

Chlorine residuals are continuously measured using an online chlorine analyzer and verified for accuracy using hand-held HACH pocket colourimeters which accuracies are verified using known standards. **Table 1** shows the monthly average of free chlorine residual values on the treated water at the point of entry.

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are checked daily using a HACH pocket colourimeter. In 2016, 365 distribution chlorine residuals were recorded. **Table 1.** – Treated and Distribution Chlorine Residuals for Blyth Drinking Water System ^a

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Wells 1 & 2																
Average	1.08	1.07	1.08	1.09	1.08	1.04	1.08	0.89	1.11	1.15	1.15	1.09	1.08	0.77	1.42	365
Treated																
FCR- mg/L																
Average																
Distribution	0.96	0.94	0.95	0.84	0.77	0.85	0.91	0.92	0.94	0.94	0.90	0.91	0.90	0.50	1.33	468
FCR – mg/L																
Wells 5																
Average	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	n/a	1.00	1.00	0.87	1.12	12
Treated																
FCR- mg/L																

^a – Results collected from January 1, 2016 – December 31, 2016

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For the 2016 Operating Year

3.1.3 Turbidity

Turbidity is measured daily using a portable field turbidimeter at Well 5 and an on-line turbidimeter at Wells 1 and 2. **Table 2** provides a summary of raw and treated turbidity results. The maximum turbidity measured in the treated water was 0.96 NTU.

Table 2 – Raw and Treated Water Turbidities for Blyth Drinking Water System ^a

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Average Well 1																
Raw Water Turbidity(NTU)	0.18	0.20	0.18	0.20	0.19	0.19	0.18	0.16	0.15	0.20	0.20	0.20	0.20	0.16	0.25	39.00
Average Well 2																
Raw Water Turbidity(NTU)	0.20	0.20	0.21	0.18	0.20	0.20	0.19	0.20	0.16	0.18	0.25	0.20	0.20	0.16	0.25	39.00
Average																
Treated (1&2) Turbidity(NTU)	0.04	0.04	0.04	0.03	0.04	0.06	0.04	0.07	0.08	0.07	0.06	0.06	0.05	0.03	0.08	365
Average Well 5																
Raw Water Turbidity											0.27	0.25	0.26	0.25	0.27	2
Average																
Treated (5) Turbidity(NTU)											0.32	0.20	.26	0.11	0.32	3

^a – Results collected from January 1, 2016 – December 31, 2016

3.2 Microbiological Sampling

3.2.1 Raw Water Samples

Raw water samples are taken every week from each of Well 1 and 2. Well 5 was brought into online production December 21, 2016 where only 5 samples were taken. In 2016, a total of 108 samples were collected and analyzed for E. coli and Total Coliforms. Each E. coli and Total Coliform result obtained was 0 cfu/100 ml in the raw water.

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry is taken every week and analyzed for E.Coli, Total Coliforms and Heterotrophic Plate Count (HPC) at Wells 1 and 2 and from December 21, 2016 at Well 5. A total of 57 treated water samples were collected and analyzed for the above parameters. Each E. coli and total coliform result from the treated water was 0 cfu/100 ml. Currently, there is no limit on HPC. 102 samples were found to be safe, with 2 deteriorating. The range of HPC results were 0 - >2000 cfu/100 ml and excluding 2 abnormal results of February 9, 2016 of >2000, (following sample on Feb 17 <10) and May 31, 2016 of 680, (following sample on June 7 <10), range was >10 – 30 cfu/100 ml. Given no abnormal results in the distribution or subsequent samples, it is suspected to be sampling error where the sample lines were not flushed properly or, since it is not common practice to sterilize sample port, debris in sample port.

3.2.3 Distribution System

Distribution samples are collected every week and tested for E.Coli, Total Coliform and for Heterotrophic Plate Count (HPC) in at least 25% of the samples. In 2016, a total of 168 distribution samples were collected and analyzed for the above parameters and all samples were found to be safe except for 1 sample where there was an incident of a 1 TC on November 15, 2016. This location, along with an upstream and downstream resample was done with those results at zero. The range of HPC results were 0 - 30 cfu/100 ml in all 55 samples. All E. coli results from the treated water were 0 cfu/100 ml.

3.3 Chemical Sampling & Testing

3.3.1 Inorganics

One treated water sample is taken every 36 months and tested for inorganics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Inorganics will be sampled and analyzed again on or before June 21, 2021 at the same time as Well 1 and 2 to coordinate the sample event. Results from 2016 can be found in **Table 6**.

Table 6. – Schedule 23 Results for Blyth Drinking Water System – Well 5 ^a

Parameter	Result (µg/L)	Maximum Allowable Concentration (µg/L)
Antimony	0.08	6
Arsenic	6.0	25
Barium	212	1000
Boron	57	5000
Cadmium	0.015	5
Chromium	0.38	50
Mercury	<0.01	1
Selenium	<0.04	10
Uranium	0.478	20

^a – Samples collected on Nov 28, 2016.

3.3.2 Lead

1. Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 10 µg/L. In the two previous lead sampling seasons, pH and alkalinity samples were taken in March 2016 and one pH and alkalinity sample on September 28, 2016. These parameters are required to be sampled and analyzed again between the months of December 2016 and April 2016 and again between June and October 2016. Lead is scheduled to be sampled again in the 2017 sampling season. 2016 results can be found in **Table 7**.

Table 7. – Lead Sampling Program Results for Blyth Drinking Water System ^a

	pH	Lead	Alkalinity (mg/L)
Dec-Apr	7.40, 7.40	3.58, 2.25, 0.09, 0.05	211, 212
Jun-Oct	7.84, 7.91	0.13, 0.11	212, 212

^a – Samples collected on March 2016 and September 28, 2016 respectively.

3.3.3 Organics

One treated water sample is taken every 36 months and tested for organics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 24. All parameters were found to be within compliance. Organics will be sampled and analyzed again on or before June 21, 2021 at the same time as Well 1 and 2 to coordinate the sample event. 2016 sample results can be found in **Table 8**.

Table 8. – Schedule 24 Results for Blyth Drinking Water System ^a

Parameter	Result (µg/L)	Maximum Allowable Concentration (µg/L)
Benzene	<0.32	5
Carbon Tetrachloride	<0.16	5
1,2-Dichlorobenzene	<0.41	200
1,4-Dichlorobenzene	<0.36	5
1,1-Dichloroethylene	<0.33	14
1,2-Dichloroethane	<0.35	5
Dichloromethane	<0.35	50
Monochlorobenzene	<0.3	80
Tetrachloroethylene	<0.35	30
Trichloroethylene	<0.44	50
Vinyl Chloride	<0.17	2
Diquat	<1	70
Paraquat	<1	10
Glyphosate	<1	280
Polychlorinated Biphenyls	<0.04	3
Benzo(a)pyrene	<0.004	0.01
2,4-dichlorophenol	<0.15	900
2,4,6-trichlorophenol	<0.25	5
2,3,4,6-tetrachlorophenol	<0.20	100
Pentachlorophenol	<0.15	60
Alachlor	<0.02	5
Atrazine+N-dealkylated metabolites	<0.01	5
Atrazine	<0.01	-
De-ethylated atrazine	<0.01	-
Azinphos-methyl	<0.05	20
Carbaryl	<0.05	90
Carbofuran	<0.01	90

Chlorpyrifos	<0.02	90
Diazinon	<0.02	20
Dimethoate	<0.03	20
Diuron	<0.03	150
Malathion	<0.02	190
Methoxychlor	<0.01	900
Metolachlor	<0.01	50
Metribuzin	<0.02	80
Phorate	<0.01	2
Prometryne	<0.03	1
Simazine	<0.01	10
Terbufos	<0.01	1
Triallate	<0.01	230
Trifluralin	<0.02	45
2,4-dichlorophenoxyacetic acid	<0.19	100
Bromoxynil	<0.33	5
Dicamba	<0.20	120
Diclofop-methyl	<0.40	9
MCPA	<0.00012	0.00012
Picloram	<1	190

^a – Samples collected on June 21, 2016.

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). In 2016, samples were collected during the months of February, May, August and November. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 2016, the average THM was found to be 5.3 µg/L, which is within compliance. Refer to **Table 9**. for the summary of trihalomethane results.

3.3.5 Nitrate & Nitrite

One treated water sample is taken every three months and tested for nitrate and nitrite. In 2016, samples were collected during the months of January, April, July and October. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 1 mg/L for nitrites and 10 mg/L for nitrates. The results were found to be within compliance. Refer to **Table 9**.

Table 9. – Nitrate, Nitrite and THM Results at Blyth Drinking Water System ^a

Treated Drinking Water - Nitrites and Nitrates						POE							
Date		Jan 27-16		April 12-16		Jul19-16		Oct18-16		Min	Max	Avg	O.Reg 169 MAC 1/2 MAC
NO2	<	0.003	<	0.003	<	0.003	<	0.003		0.003	0.003	0.003	1 0.5
NO3	<	0.008	<	0.006	<	0.006	<	0.006		0.006	0.008	0.007	10 5
NO2+NO3	<	0.008	<	0.006	<	0.006	<	0.006		0.006	0.008	0.007	10 5
Distribution Drinking Water - Trihalomethanes													
THMs (total)		11		12		13		14		11.0	14.0	12.5	100 50
Bromodichlorometh		1.9		1.7		2.4		2.2		1.7	2.4	2.1	
Bromoform		0.34		0.34		0.34		0.34		0.340	0.340	0.340	
Chloroform		8.7		9.6		11.0		12.0		8.7	12.0	10.3	
Dibromochlorometh		0.43		0.41		0.56		0.45		0.41	0.56	0.46	

^a – Results collected from January 1, 2016 – December 31, 2016

3.3.6 Sodium

One water sample is collected annually for raw water at Well 1 and 2 and tested for Sodium due to naturally elevated levels. O. Reg 170/03 has set a Maximum Acceptable concentration (MAC) of 20 mg/L on the Treated Water for Sodium which requires the Medical Office of Health be notified if the concentration exceeds the MAC. These samples were collected on August 9, 2016 at Wells 1 and 2 (Raw Water), found to be 16.2 mg/L at Well 1 and 19.7 at Well 2 and Treated Water sampled November 28, 2016 at Well 5 which would include the additional sodium contributions from the sodium hypochlorite and sodium silicate.

3.3.7 Fluoride

One water sample is collected annually and tested for Fluoride due to naturally elevated levels. The Ontario Drinking Water Quality Standards (ODWQS) have set a MAC of 1.5 mg/L on Treated Water. On August 9, 2016, samples were collected for this analysis. The samples were found to have a concentration of 1.56 mg/L at Well 1 and 1.92 at Well 2, which is greater than the MAC. Well 5 was sampled November 28, 2016 and had a concentration of 1.50 mg/L which is at the limit.

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

Refer to **Table 10**. From January 1, 2016 to December 31, 2016, 873.8 kg of chlorine (in sodium hypochlorite) was used to ensure proper disinfection in the distribution system with an average dosage of 5.39 mg/L.

Refer to **Table 10** – due to elevated iron content, sodium silicate is used to maintain the iron in a non-oxidized state to prevent excessive discoloration. The average dose rate as active silicate was 4.03 mg/L.

Table 10. – Chemical Usage at Blyth Drinking Water System ^a

Township of North Huron - Blyth Well Supply - 2016 Summary								
Chl'n used (Kg)	Well #1				Chl'n used (Kg)	Well #2		
	Cl Dose	Si (L)	Si Dose			Cl Dose	Si (L)	Si Dose
33.32	5.06	46.13	2.71		29.71	5.30	85.57	2.28
34.05	5.23	48.59	2.88		25.84	5.33	71.89	2.03
36.25	5.36	49.61	2.79		31.10	5.36	88.29	2.18
34.20	5.36	53.51	3.24		26.31	5.40	74.59	2.23
40.46	5.22	60.68	3.00		35.68	5.35	49.94	2.26
40.09	5.52	59.45	3.09		30.57	5.23	75.67	1.77
44.64	5.45	67.04	3.23		39.66	5.24	117.15	2.22
45.76	5.70	54.79	2.61		43.49	5.57	123.87	2.17
41.40	5.65	52.07	2.73		40.28	5.77	102.59	2.13
43.47	5.57	51.25	2.52		28.96	5.21	77.50	1.97
44.12	5.49	63.35	3.06		28.44	5.36	90.72	2.43
41.08	5.38	54.12	5.38		34.96	5.70	78.84	2.54
478.85	64.98	660.57	37.24	Total	395.00	64.81	1036.63	26.21
33.32	5.06	46.13	2.52	Min	25.84	5.21	49.94	1.77
45.76	5.70	67.04	5.38	Max	43.49	5.77	123.87	2.54
39.90	5.41	55.05	3.10	Avg	32.92	5.40	86.39	2.18

^a – Results collected from January 1, 2016 – December 31, 2016

4.2 Annual Flows

A summary of the water supplied to the distribution system in 2016 is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system. An additional 197 m³ was directed from the new Well 5 and is not included in the summary. Flow meters were calibrated on August 17, 2016 by ICS and were found to be acceptable.

Table 11. – Treated Water Flows for Blyth Drinking Water System

Month	Well 1 Flow (m ³)	Well 2 Flow (m ³)	Total Flow m ³
January	6574	5570	12235
February	6512	4833	11434
March	6769	5783	12671
April	6396	4839	11369
May	7770	6650	14571
June	7336	5786	12669
July	8203	7998	15695
August	8020	7836	16053
September	7299	6956	14522
October	7798	5512	13455
November	8025	5272	13482
December	7633	6104	13933
Total	88335	73139	162089
Min	6396	4833	11369
Max	8203	7998	16053
Avg	7361	6095	13507

5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE

The following summarizes water system improvements and routine and preventative maintenance for the Blyth Drinking Water System:

- Completion of Well 5
- Preventative maintenance performed as per the computerized maintenance program

6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

The most recent Ministry of Environment inspection was completed by Matt Shannon on November 4, 2016.

There were no non-compliances noted.

One (1) adverse water quality event occurred in 2016 due to a 1 TC count on a distribution sample, was resampled and results were clear.

7.0 EMERGENT ISSUES

It should be noted that there will be some upcoming changes to Ontario Regulation 170/03 and Ontario Regulation 169/03 that strengthen standards and clarify testing requirements as follows:

- Strengthen standards for Arsenic, Carbon Tetrachloride, Benzene, and Vinyl Chloride;
- Adopt new standards for Chlorate, Chlorite, 1-Methyl-4-Chlorophenoxyacetic acid (MCPA) and Haloacetic Acids (HAAs); (NOTE: Chlorate and Chlorite testing is only required for Municipal Drinking Water Systems using Chlorine Dioxide treatment equipment.)
- Clarify/optimize testing, sampling and reporting requirements for Trihalomethanes (THMs) and HAAs; and
- Remove 13 pesticides from testing requirements.
- The limit for arsenic is to be lowered to 10 µg/L, bringing the ½ MAC to 5. Well 5 may be effected by these changes.

The aforementioned amendments will be phased in over the next four years to allow system owners and/or operators the opportunity to collect baseline information and complete required system upgrades. Currently, the new sampling, testing, reporting and re-sampling requirements, and the removal of 13 pesticides came into effect January 1, 2016. Refer to **Table 12** for the new Regulatory Requirements. Subsequent phase-in dates are:

- January 1, 2017: Testing requirements for HAAs and updates to standards for Carbon Tetrachloride, Benzene, Vinyl Chloride, Chlorate, Chlorite, and MCPA come into effect / require reporting
- January 1, 2018: Updates to standards for Arsenic come into effect / require reporting
- January 1, 2020: New standards for HAAs and HAAs testing optimization rule for smaller systems will come into effect / require reporting.

Table 12 – Regulatory Requirements

Parameter	Current Requirement		Amended Requirement	
	MAC	½ MAC	MAC	½ MAC
Arsenic	25 µg/L	12.5 µg/L	10 µg/L	5 µg/L
Benzene	5 µg/L	2.5 µg/L	1 µg/L	0.5 µg/L
Carbon Tetrachloride	5 µg/L	2.5 µg/L	2 µg/L	1 µg/L
Vinyl Chloride	2 µg/L	1 µg/L	1 µg/L	0.5 µg/L

7.1.0 ARSENIC REVIEW

Historic Arsenic values were reviewed from 2003 to 2015 and are shown in **Table 13**.

Table 13 – Historic Arsenic Values

Date	Well #1&2	Well #5
Nov 28 2016		6.0
Jan 8 2015		4.46
Jun 10 2015	3.2	
Mar 12 2015	0.9	

7.2.0 EMERGENT ISSUES SUMMARY

A review of the sample results between 2015 and 2016 indicates that Arsenic is not likely to be in exceedance of the amended $\frac{1}{2}$ MAC requirements at Wells 1&2, however, concentrations are elevated at Well 5 to near the $\frac{1}{2}$ MAC of 5 ug/L.

Historic values of the other parameters (Benzene, Carbon Tetrachloride, and Vinyl Chloride), are all below the amended standards prescribed.

NOTE:

O. Reg. 170/03, Schedule 13: Increased frequency under ss. 13-2 and 13-4

13-5. (1) If a test result obtained under section 13-2 or 13-4 for a parameter **exceeds half of the standard prescribed** for the parameter in Schedule 2 to the Ontario Drinking Water Quality Standards, the frequency of sampling and testing for that parameter under that section shall be **increased** so that at least one water sample is taken and tested **every three months**.

Annual Report

For the 2016 Operating Year

Wingham Drinking Water System 2016 Operation and Maintenance Annual Report

PREPARED BY

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1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2016 Annual Report is to document the operation and maintenance data for the Wingham Drinking Water System for review by the Ministry of the Environment in accordance with O. Reg. 170/03. This report covers January 1, 2016 to December 31, 2016. A copy of this report will be submitted to the owner to be uploaded to the Township's website and can be supplied, free of charge, to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

The Wingham Drinking Water System (DWS # **220001502**), is characterized as a "secure ground water" system and is classified as a large municipal residential system. The system consists of two wells - 3 with a rated capacity of 6537 m³/day and Well 4 with a rated capacity of 5270 m³/d. Treatment at both sites consists of chlorination (sodium hypochlorite) and iron sequestration (sodium silicate) treatment. The Well 3 system is located at 200 Water St. Well #4 is located at 23 Albert St. The distribution system serves the community of Wingham with a population of approximately 2950 residents, 1150 customer services and 29 km of various size and material water main.

The system is owned by the Corporation of the Township of North Huron and operated by Veolia Water Canada, the Operating Authority.

The Well 3 supply system consists of a 323 mm drilled to a depth of 102.1m fitted with variable speed pump capable of pumping the volume specified in the MOE Permit to Take Water. The raw water consistently has substantial naturally occurring hardness and relatively high iron content that requires sequestering to prevent discoloration in the distribution system which is typical of all drilled wells in the area. Chlorine, (a critical process) and an iron sequestering agent are added to the raw water prior to entry into a baffled contact tank that satisfies the chlorine contact time required with adequate chlorine residual to disinfect.

From the contact tank/reservoir the water flows to the distribution/standpipe that maintains adequate system pressure. The well is cycled by a level controller that starts and stops the well 3/high lift pumps. Emergency power is supplied by a portable diesel generator that allows operation of the equipment during extended power interruptions. The treated drinking water is monitored for chlorine residual and turbidity by on-line equipment connected to SCADA/auto dialer. The monitoring system will alert the on-call operator to respond if the set points are breached. The chlorine and turbidity analysis data levels are stored on a data logger.

The distribution system has elevated storage to maintain pressure. Critical processes to ensure safe water are adequate chlorination and maintenance of system pressure. The monitors activate an alarm through the auto-dialer if the set points are breached.

Well #4 is a 356 mm drilled well, 98.65 m deep equipped with a submersible vertical turbine pump, well level sensor to measure static level and provide well level monitoring. The system has been designed to operate to alternate the duty wells between well 3 and 4.

The #4 well house is equipped with back-up diesel generator, sodium hypochlorite(2) and sodium silicate pump, a baffled chlorine contact tank equipped with 3 high lift pumps, on-line monitoring, alarm generation and auto-dialer.

Back-up power is supplied by one diesel standby generator with automatic transfer switch and double wall fuel tank.

The water quality is monitored and data-logged by a SCADA system with breaches of set-points going to an alarm dialer.

Disinfection is achieved on the Wingham well supply through the use of 12% sodium hypochlorite. In the well houses this chemical is added prior to the water entering the chlorine contact facilities at dosages high enough to achieve both primary and secondary disinfection objectives.

The distribution system is constructed with a combination of ductile iron, cast iron, PVC and high density polyethylene piping with polyethylene, copper and galvanized steel services. There are known lead services, of which have been sampled at the initial plumbing sampling program, where no elevated levels were found due to the service material. The iron sequestering also has dual purpose of corrosion control, coupled with very stable pH and substantial alkalinity and hardness that inhibits corrosion that controls lead corrosion. These services will be replaced when street reconstruction takes place.

The system has approximately 135 fire hydrants.

The chlorine dosages range varies with the chlorine demand of the raw water.

The free chlorine residual is monitored at the point of entry to the distribution system, by an on-line chlorine analyzer, with a target residual of > 1.00 mg/l and < 1.30 mg/l.

The Wingham well supply has 1 PTTW (Permit To Take Water) # 7003-7GUHVA with an expiry date of July 24, 2018, which, allows 11,807 cubic metres per day to be pumped from the combined wells.

The Wingham Drinking Water System (treatment Subsystem) has maximum flows as specified in the Municipal Drinking Water Licence (MDWL) 090-102, Issue 3 and Drinking Water Works Permit (DWWP) 090-202, Issue 3. The maximum total daily flow is 11,807 cubic meters per day.

The treated water is monitored by an on-line chlorine analyzer.

Typical system pressure ranges from 40 psi to 85 psi.

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring

3.1.1 Point of Entry Chlorine Residual

Chlorine residuals are continuously measured using an online chlorine analyzer and verified for accuracy using hand-held HACH pocket colourimeters. **Table 1** shows the monthly average of the daily free chlorine residual value on the treated water at the point of entry.

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are checked daily using a HACH pocket colourimeter. In 2016, 365 distribution chlorine residuals were recorded.

Table 1. – Treated and Distribution Chlorine Residuals for Wingham Drinking Water System ^a

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Avg W3 Treated																
Chlorine Residual (mg/L)	1.07	1.11	1.12	1.05	1.13	1.10	1.14	1.17	1.21	1.22	1.14	1.14	1.13	0.87	1.70	366
Avg W4 Treated																
Chlorine Residual (mg/L)	1.05	1.08	1.08	1.01	1.08	1.05	1.10	1.05	1.07	1.06	1.05	1.12	1.07	0.76	1.70	366
Average Distribution																
Chlorine Residual (mg/L)	0.96	0.99	0.98	0.93	0.90	0.86	0.87	0.88	0.85	0.94	0.93	0.96	1.17	0.50	1.40	468

^a – Results collected from January 1, 2016 – December 31, 2016

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3.1.3 Turbidity

Turbidity is measured daily using an online analyser. **Table 2.** provides a summary of raw and treated turbidity results. The maximum turbidity measured in the treated water was 0.96 NTU.

Table 2. – Raw and Treated Water Turbidities for Wingham Drinking Water System ^a

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Avg W3 Raw Turbidity	0.21	0.25	0.25	0.20	0.17	0.18	0.19	0.24	0.15	0.20	0.20	0.21	0.20	0.15	0.25	33.00
Avg W3 Treated Turbidity	0.04	0.04	0.05	0.06	0.06	0.07	0.05	0.07	0.08	0.08	0.09	0.10	0.07	0.03	0.49	366.00
Avg W4 Raw Turbidity	0.21	0.26	0.32	0.19	0.19	0.20	0.20	0.19	0.17	0.19	0.20	0.20	0.21	0.19	0.32	31
Avg W4 Treated Turbidity	0.05	0.05	0.05	0.05	0.06	0.05	0.05	0.06	0.05	0.05	0.06	0.06	0.05	0.04	0.40	366

^a – Results collected from January 1, 2016 – December 31, 2016

3.2 Microbiological Sampling

3.2.1 Raw Water Samples

Raw water samples are taken every week. In 2016, a total of 52 samples were collected and analyzed for E. coli and Total Coliforms. Each E. coli and Total Coliform result obtained was 0 cfu/100 ml in the raw water. **Table 3.** provides a summary of bacteriological results performed on the raw water.

Table 3. – Microbiological Results for Raw Water at Wingham Drinking Water System ^a

Date	Total Coliform		# Samples	# Samples ≥1
	# Samples	# Samples ≥1		
Jan	4	0	4	0
Feb	4	0	4	0
Mar	5	0	5	0
Apr	4	0	4	0
May	5	0	5	0
Jun	4	0	4	0
Jul	4	0	4	0
Aug	5	0	5	0
Sep	4	0	4	0
Oct	4	0	4	0
Nov	5	0	5	0
Dec	4	0	4	0
Total	52	0	52	0

^a – Results collected from January 1, 2016 – December 31, 2016

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry is taken every two weeks and analyzed for E.Coli, Total Coliforms and for Heterotrophic Plate Count (HPC). A total of 104 treated water samples were collected and analyzed at Wells 3 and 4 for the above parameters. All samples were found to be safe. Each E. coli and total coliform result from the treated water was 0 cfu/100 ml. Currently, there is no limit on HPC. Most (100) samples were found to be safe, with 4 deteriorating. The range of HPC results were 0 - >2000 cfu/100 ml. Given no abnormal results in the distribution or subsequent samples, it is suspected to be sampling error where the sample lines were not flushed properly or, since it is not common practice to sterilize sample port, debris in sample port.

Table 4. provides a summary of all bacteriological results performed on treated water.

Table 4. – Microbiological Results for Point of Entry at Wingham Drinking Water System ^a

Date	#TC Samples	# Samples ≥1	#EC Samples	# Samples ≥1	#HPC Samples	Safe	Deteriorating = / > 50
Jan	8	0	8	0	8	8	0
Feb	8	0	8	0	8	8	0
Mar	10	0	10	0	10	9	1
Apr	8	0	8	0	8	8	0
May	10	0	10	0	10	9	1
Jun	8	0	8	0	8	8	0
Jul	8	0	8	0	8	6	2
Aug	10	0	10	0	10	10	0
Sep	8	0	8	0	8	8	0
Oct	8	0	8	0	8	8	0
Nov	10	0	10	0	10	10	0
Dec	8	0	8	0	8	8	0
Total	104	0	104	0	104	100	4

^a – Results collected from January 1, 2016 – December 31, 2016

3.2.3 Distribution System

Distribution samples are collected every two weeks and tested for E.Coli, Total Coliform and for Heterotrophic Plate Count (HPC). In addition, a new water main was installed on Patrick St where samples were taken prior to being put in service (isolated with no services) which represents the larger number of samples for the month. There is a degree of ambiguity as to whether these samples are actually distribution samples or non-reportable as the main is isolated with no services. The * in the below table in September indicates a sample from this main was overgrown and therefore unable to determine if TC or EC were present and therefore deemed adverse (AWQI 131208). Resample came back with zero EC and TC. In 2016, a total of 180 distribution samples were collected and analyzed for the above parameters and all samples but 1 described above were found to be safe. All E. coli and total coliform result from the treated water were 0 cfu/100 ml, except for 1 described above. The range of HPC results were 0 - 30 cfu/100 ml. **Table 5.** provides a summary of all bacteriological samples taken in the distribution system.

Table 5. – Microbiological Results for Wingham Distribution System ^a

Date	# Samples TC	# Samples ≥1	# Samples EC	# Samples ≥1	# Samples HPC	Safe	Deteriorating = / > 50
Jan	12	0	12	0	4	4	0
Feb	14	0	14	0	4	4	0
Mar	15	0	15	0	5	5	0
Apr	14	0	14	0	4	4	0
May	14	0	14	0	4	4	0
Jun	15	0	15	0	5	5	0
Jul	12	0	12	0	4	4	0
Aug	22	0	22	0	5	5	0
Sep	23	0*	23	0*	4	4	0
Oct	12	0	12	0	4	4	0
Nov	15	0	15	0	5	5	0
Dec	12	0	12	0	4	4	0
Total	180	0	180	0	52	52	0

^a – Results collected from January 1, 2016 – December 31, 2016

3.3 Chemical Sampling & Testing

3.3.1 Inorganics

One treated water sample is taken every 60 months and tested for inorganics. The most recent samples for the Wingham Drinking Water System were collected on June 10, 2015 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Results from 2015 can be found in **Table 6**.

Table 6. – Schedule 23 Results for Wingham Drinking Water System ^a

Parameter	Well #4 (ug/L)	Well #4 (ug/L)	Well # 3 (ug/L)	Well #3 (ug/L)	MAC
Schedule 23	Mar 12-15	Jun 10-15	Mar 12-15	Jun 10-15	
Antimony	0.02	0.03	0.02	0.07	6
Arsenic	2.9	3.2	1.8	1.8	25
Barium	45.8	46.4	144	144	1000
Boron	31.7	30.4	22.3	19.1	5000
Cadmium	0.004	0.003	0.003	0.003	5
Chromium	0.03	0.03	0.03	0.03	50
Mercury	<0.02	0.01	<0.02	0.01	1
Selenium	1<	0.04	1<	0.1	10
Uranium	0.972	0.892	1.02	0.975	20

3.3.2 Lead

Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 0.01 mg/L. These parameters are required to be sampled and analyzed again between the months of December 2016 and April 2016 and again between June and October 2016. Results can be found in **Table 7**.

Table 7. – Lead Sampling Program Results for Wingham Drinking Water System ^a

	pH	Alkalinity (mg/L)	Lead (ug/L)
Distribution			
Dec-Apr	7.0, 7.2	225, 230	0.07, 0.86, 0.18
Jun-Oct	7.52, 7.54	230, 228	1.28, 1.27
Plumbing – 8 Locations			
Mar 24, 28			0.08 – 7.47

^a – Samples collected on March 21, 2016 and September 22, 2016 respectively.

3.3.3 Organics

One treated water sample is taken every 60 months and tested for schedule 24 organic parameters. The most recent samples were collected on June 10, 2015. All parameters were found to be within compliance. 2015 sample results can be found in **Table 8**.

Table 8. – Schedule 24 Results for Wingham Drinking Water System

Parameter	Well #4	well #4	Well # 3	Well # 3	Maximum Allowable Level
	(ug/L)	(ug/L)	(ug/L)	(ug/L)	
Schedule 23 & 24	Mar 12-15	Jun 10-15	Mar 12-15	Jun 10-15	
Benzene	<0.32	<.32	<0.32	<.32	5
Carbon Tetrachloride	<0.16	<.16	<0.16	<0.16	5
1,2-Dichlorobenzene	<0.41	<.41	<0.41	<0.41	200
1,4-Dichlorobenzene	<0.36	<.36	<0.36	<0.36	5
1,1-Dichloroethylene	<0.33	<.33	<0.33	<0.33	14
1,2-Dichloroethane	<0.35	<.35	<0.35	<0.35	5
Dichloromethane	<0.35	<.35	<0.35	<0.35	50
Monochlorobenzene	<0.3	<.3	<0.3	<0.3	80
Tetrachloroethylene	<0.35	<.35	<0.35	<0.35	30
Trichloroethylene	<0.44	<.44	<0.44	<0.44	50
Vinyl Chloride	<0.17	<.17	<0.17	<0.17	2
Diquat	<1	<1	<1	<1	70
Paraquat	<1	<1	<1	<1	10
Glyphosate	<1	<1	<1	<1	280
Polychlorinated Biphenyls	<0.04	<.04	<0.04	<0.04	3
Benzo(a)pyrene	<0.004	<.004	<0.004	<0.004	0.01
2,4-dichlorophenol	<0.15	<.15	<0.15	<0.15	900
2,4,6-trichlorophenol	<0.25	<.25	<0.25	<0.25	5
2,3,4,6-tetrachlorophenol	<0.20	<.20	<0.20	<0.20	100
Pentachlorophenol	<0.15	<.15	<0.15	<0.15	60
Alachlor	<0.02	<.02	<0.02	<0.02	5
Aldicarb	<0.01	<.01	<0.01	<0.01	9
Aldrin+Dieldrin	<0.01	<.01	<0.01	<0.01	0.7
Aldrin	<0.01	<.01	<0.01	<0.01	
Dieldrin	<0.01	<.01	<0.01	<0.01	
Atrazine+N-dealkylated metabolites	<0.01	<.01	<0.01	<0.01	5
Atrazine	<0.01	<.01	<0.01	<0.01	
De-ethylated atrazine	<0.01	<.01	<0.01	<0.01	
Azinphos-methyl	<0.02	<0.05	<0.02	<0.05	20
Bendiocarb	<0.01	<.01	<0.01	<0.01	40

Annual Report
For the 2016 Operating Year

Parameter	Well #4 (ug/L)	Well #4 (ug/L)	Well # 3 (ug/L)	Well # 3 (ug/L)	Maximum Allowable Level (ug/L)
Chlordane	<0.01	<0.01	<0.01	<0.01	7
a-chlordane	<0.01	<0.01	<0.01	<0.01	
g-chlordane	<0.01	<0.01	<0.01	<0.01	
Oxychlordane	<0.01	<0.01	<0.01	<0.01	
Chlorpyrifos	<0.02	<0.02	<0.02	<0.02	90
Cyanazine	<0.03	<0.03	<0.03	<0.03	10
Diazinon	<0.02	<0.02	<0.02	<0.02	20
(DDT)+Metabolites	<0.01	<0.01	<0.01	<0.01	30
op-DDT	<0.01	<0.01	<0.01	<0.01	
pp-DDD	<0.01	<0.01	<0.01	<0.01	
pp-DDE	<0.01	<0.01	<0.01	<0.01	
pp-DDT	<0.01	<0.01	<0.01	<0.01	
Dimethoate	<0.03	<0.03	<0.03	<0.03	20
Diuron	<0.03	<0.03	<0.03	<0.03	150
Heptachlor-Heptachlor Epoxide	<0.01	<0.01	<0.01	<0.01	3
Heptachlor	<0.01	<0.01	<0.01	<0.01	
Heptachlor epoxide	<0.01	<0.01	<0.01	<0.01	
Lindane	<0.01	<0.01	<0.01	<0.01	4
Malathion	<0.02	<0.02	<0.02	<0.02	190
Methoxychlor	<0.01	<0.01	<0.01	<0.01	900
Metolachlor	<0.01	<0.01	<0.01	<0.01	50
Metribuzin	<0.02	<0.02	<0.02	<0.02	80
Parathion	<0.02	<0.02	<0.02	<0.02	50
Phorate	<0.01	<0.01	<0.01	<0.01	2
Prometryne	<0.03	<0.03	<0.03	<0.03	1
Simazine	<0.01	<0.01	<0.01	<0.01	10
Temephos	<0.01	<0.01	<0.01	<0.01	280
Terbufos	<0.01	<0.01	<0.01	<0.01	1
Triallate	<0.01	<0.01	<0.01	<0.01	230
Trifluralin	<0.02	<0.02	<0.02	<0.02	45
2,4-dichlorophenoxyacetic acid	<0.19	<0.19	<0.19	<.19	100
2,4,5-trichlorophenoxyacetic acid	<0.22	<0.22	<0.22	<.22	280
Bromoxynil	<0.33	<0.33	<0.33	<.33	5
Dicamba	<0.20	<0.20	<0.20	<.20	120
Diclofop-methyl	<0.40	<0.40	<0.40	<0.40	9
Dinoseb	<0.36	<0.36	<0.36	<0.36	10
Picloram	<1	<1	<1	<1	190

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 2016, the average THM was found to be 5.3 µg/L, which is within compliance. Refer to **Table 9**. for the summary of trihalomethane results.

3.3.5 Nitrate & Nitrite

One treated water sample is taken every three months and tested for nitrate and nitrite. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 1 mg/L for nitrites and 10 mg/L for nitrates. The results were found to be within compliance. Refer to **Table 9**.

Table 9. – Nitrate, Nitrite and THM Results at Wingham Drinking Water System

Treated Drinking Water - Nitrites and Nitrates					Well #3						
Date	Jan 27-16	Apr 12-16	Jul 19-16	Oct 18-16	Min	Max	Avg	O.Reg 169			
								MAC	1/2 MAC		
NO2	< 0.003	< 0.003	< 0.003	< 0.003	0.003	0.003	0.003	1	0.5		
NO3	< 0.006	< 0.006	< 0.008	< 0.006	0.006	0.008	0.007	10	5		
NO2+NO3	< 0.006	< 0.006	< 0.008	< 0.006	0.006	0.008	0.007	10	5		
Treated Drinking Water - Nitrites and Nitrates					Well #4						
Date	Jan 27-16	April 12-16	Jul19-16	Oct 18-16	Min	Max	Avg	O.Reg 169			
								MAC	1/2 MAC		
NO2	< 0.003	< 0.003	< 0.003	< 0.003	0.003	0.003	0.003	1	0.5		
NO3	< 0.006	< 0.006	< 0.006	< 0.006	0.006	0.006	0.006	10	5		
NO2+NO3	< 0.006	< 0.006	< 0.006	< 0.006	0.006	0.006	0.006	10	5		
Distribution Drinking Water - Trihalomethanes											
THMs (total)	4.5	4.1	11	5.6	4.1	11.0	6.3	100	50		
Bromodichloromethane	1.1	0.96	2.3	1.2	1.0	2.3	1.4				
Bromoform	< 0.34	< 0.34	< 0.34	< 0.34	0.340	0.340	0.340				
Chloroform	3	3.1	8.2	4.4	3.0	8.2	4.7				
Dibromochloromethane	0.41	< 0.37	0.76	< 0.37	0.37	0.76	0.4775				
Rolling Annual Avg	5.7	5.3	6.5	6.3				100	50		

3.3.6 Sodium

One water sample is collected every 60 months and tested for Sodium. O. Reg 170/03 has set a Maximum Acceptable concentration (MAC) of 20 mg/L for Sodium which requires the Medical Office of Health be notified if the concentration exceeds the MAC. These samples were last collected on January 30, 2013 and were found to be 11.9 mg/L at Well 3 and 15.6 mg/L at Well 4, which is within compliance.

3.3.7 Fluoride

One water sample is collected at least once in every 60 months and tested for Fluoride. The Ontario Drinking Water Quality Standards (ODWQS) have set a MAC of 1.5 mg/L. These samples were last collected on January 30, 2013 and were found to be 0.91 mg/L at Well 3 and 0.89 mg/L at Well 4, which is within compliance. The next water sample for Fluoride will be collected and analyzed on or before January 30, 2018.

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

Refer to **Table 10**. From January 1, 2016 to December 31, 2016, 1017.7 kg of sodium hypochlorite was used to ensure proper disinfection in the distribution system with an average dosage of 2.15 mg/L.

Table 10. – Chemical Usage at Wingham Drinking Water System

Well #3					Well #4				
Chlorine used (Kg)	Cl Dosage	Avg Free Cl Res	Silicate (L)	Silicate Dosage	Chlorine used (Kg)	Avg Free Cl Res	Cl Dosage	Silicate (L)	Silicate Dosage
17.2	1.87	1.07	71.5	3.04	60.5	1.0	2.18	137.9	1.93
22.4	1.99	1.11	95.4	3.36	54.2	1.1	2.25	113.9	1.86
29.6	1.97	1.12	121.5	3.10	34.0	1.1	2.10	83.5	1.94
26.8	2.02	1.05	112.0	3.24	36.4	1.0	1.96	108.1	2.29
27.5	2.07	1.13	116.9	4.30	53.6	1.1	2.12	234.4	3.52
38.0	2.47	1.10	165.4	4.93	59.1	1.1	2.25	315.5	4.71
42.5	2.05	1.14	193.0	3.67	61.2	1.1	2.27	359.9	5.23
51.4	2.29	1.17	205.7	3.58	68.8	1.1	2.37	375.1	4.98
47.4	2.31	1.21	186.2	3.46	52.6	1.1	2.24	258.1	4.21
37.7	2.12	1.22	161.8	3.44	56.6	1.1	2.24	170.8	2.49
31.9	1.91	1.14	152.3	3.67	35.8	1.1	2.33	88.3	2.23
31.0	2.11	1.14	143.2	3.87	41.4	1.1	2.25	108.3	2.42
403.4	25.19	13.61	1724.8	43.65	614.3	12.8	26.57	2353.8	37.81
17.2	1.87	1.05	71.5	3.04	34.0	1.0	1.96	83.5	1.86
51.4	2.47	1.22	205.7	4.93	68.8	1.1	2.37	375.1	5.23
33.6	2.10	1.13	143.7	3.64	51.2	1.1	2.21	196.1	3.15

^a – Results collected from January 1, 2016 – December 31, 2016

4.2 Annual Flows

A summary of the water supplied to the distribution system in 2016 is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system.

Flow meters were calibrated on August 16, 2016 by ICS and were found to be acceptable. The water will be calibrated again by July 2017.

Table 11. – Treated Water Flows for Wingham Drinking Water System^a
Permit to Take Water 7003-7GUHVA Compliance Report - 2016

3.2 - Maximum Amount of Taking Permitted				
	Max/Day on Permit	Peak Flow	%of Limit	
Well #3 (in m3)	6537 m3	1661	25.4	%
Well #4 (in m3)	5270 m3	4602	87.3	%
3.2 - Average Annual Amount of Taking Permitted				
Well #3 (in m3)	6537 m3	532.1178	8.1	%
Well #4 (in m3)	5270 m3	754.0192	14.3	%
Municipal Drinking Water License 090-102 Issue 3 - Capacity Report				
	Total Peak Flow			
	Maximum	Actual	%of Cap	
Capacity (m3/d)	11807.6 m3	2195	18.6	%
	Total Average Flow			
Capacity (m3/d)-annual	4309774 m3	469440	10.9	%
Capacity (m3/d)-daily	11807.6 m3	1286.137	10.9	%

5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE

The following summarizes water system improvements and routine and preventative maintenance for the Wingham Drinking Water System:

- Chlorine Analyser installed July 13, 2016
- Replaced Generator at Well 4
- Water main replaced on Patrick St between Carling Terrace and Catherine St
- Maintenance as per computerized maintenance system

6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

The most recent Ministry of Environment inspection was completed by Matt Shannon on October 13, 2016.

There were no non-compliances noted.

1 adverse water quality event occurred in 2016 under AWQI 131208. This was a new water main replacement and not yet in service. Re-samples were good.

7.0 EMERGENT ISSUES

It should be noted that there will be some upcoming changes to Ontario Regulation 170/03 and Ontario Regulation 169/03 that strengthen standards and clarify testing requirements as follows:

- Strengthen standards for Arsenic, Carbon Tetrachloride, Benzene, and Vinyl Chloride;
- Adopt new standards for Chlorate, Chlorite, 1-Methyl-4-Chlorophenoxyacetic acid (MCPA) and Haloacetic Acids (HAAs); (NOTE: Chlorate and Chlorite testing is only required for Municipal Drinking Water Systems using Chlorine Dioxide treatment equipment.)
- Clarify/optimize testing, sampling and reporting requirements for Trihalomethanes (THMs) and HAAs; and
- Remove 13 pesticides from testing requirements.

The aforementioned amendments will be phased in over the next four years to allow system owners and/or operators the opportunity to collect baseline information and complete required system upgrades. Currently, the new sampling, testing, reporting and re-sampling requirements, and the removal of 13 pesticides came into effect January 1, 2016. Refer to **Table 12** for the new Regulatory Requirements. Subsequent phase-in dates are:

- January 1, 2017: Testing requirements for HAAs and updates to standards for Carbon Tetrachloride, Benzene, Vinyl Chloride, Chlorate, Chlorite, and MCPA come into effect / require reporting
- January 1, 2018: Updates to standards for Arsenic come into effect / require reporting
- January 1, 2020: New standards for HAAs and HAAs testing optimization rule for smaller systems will come into effect / require reporting.

Table 12 – Regulatory Requirements

Parameter	Current Requirement		Amended Requirement	
	MAC	½ MAC	MAC	½ MAC
Arsenic	25 µg/L	12.5 µg/L	10 µg/L	5 µg/L
Benzene	5 µg/L	2.5 µg/L	1 µg/L	0.5 µg/L
Carbon Tetrachloride	5 µg/L	2.5 µg/L	2 µg/L	1 µg/L
Vinyl Chloride	2 µg/L	1 µg/L	1 µg/L	0.5 µg/L

7.1.0 ARSENIC REVIEW

Historic Arsenic values were reviewed from 2015 and are shown in **Table 13**.

Table 13 – Historic Arsenic Values

Date	Well #3	Well #4
Mar 2015	2.9	1.8
Jun 2006	3.2	1.8

7.2.0 EMERGENT ISSUES SUMMARY

A review of the sample results in 2015 indicates that Arsenic is not likely to be in exceedance of the amended ½ MAC requirements.

Historic values of the other parameters (Benzene, Carbon Tetrachloride, and Vinyl Chloride), are all below the amended standards prescribed.

NOTE:

O. Reg. 170/03, Schedule 13: Increased frequency under ss. 13-2 and 13-4

13-5. (1) If a test result obtained under section 13-2 or 13-4 for a parameter **exceeds half of the standard prescribed** for the parameter in Schedule 2 to the Ontario Drinking Water Quality Standards, the frequency of sampling and testing for that parameter under that section shall be **increased** so that at least one water sample is taken and tested **every three months**.



Blyth Sewage Treatment Plant

2016 Annual Report

Owned by The Township of North Huron and Operated
by Veolia Water Canada

Resourcing the world 

Blyth Sewage Treatment Plant 2016 Annual Report

Blyth STP Certificate of Approval #8687-826L6Z Issued Feb 9 2010

The Following is a summary and discussion of the 2016 Blyth Sewage treatment plant operation and summary of compliance limits as set forth in the Certificate of Approval.

The Annual Average Rated Capacity of the Treatment Unit is 730 m³/d with Peak Capacity of 2760 m³/d.

Based on Raw Sewage Flows, the 2016 annual average flows were 393m³/day which represents 54% of the annual 730 m³/day capacity. The maximum Peak Monthly average flow of 2186m³/d occurred in March 2016 represents 79% of the peak capacity.

Bypass Events

There were five bypass events for the Blyth Sewage Treatment plant in 2016, all five of the bypasses were measured secondary bypasses and all five bypasses occurred due to heavy precipitation, the longest bypass was in December with a 29 hour bypass. The total number of bypass hours for 2016 was 73.3 hours with a total volume bypassed of 7894m³.

Compliance limits

The plant consistently removed 98.4% Biological Oxygen demand, 98.4% total suspended solids, 92.8% phosphorous and 95.4% total kjeldahl nitrogen which is well within the range of removals for a tertiary sewage plant and consistent with previous yearly operations.

Operational problems

There were no major problems encountered during the 2016 operating year. Secondary bypassing took place in 2016 where the raw sewage flows during significant rain and snowmelt events exceeded the capacity of the sand filters.

Maintenance

Routine maintenance was performed throughout the year, according to the computerized maintenance program.

Quality Control Monitoring

Monitoring includes an online dissolved oxygen sensor which indicates loading and raw sewage quality, aeration basin solids content and proper operations of the aerators. Secondary clarifiers effluent is monitored for dissolved phosphorous and ammonia to determine adequate

ferric chloride dosage and nitrification in aeration basins as well as general clarity and surface debris which indicates proper solids removal. Adequate solids return to the aeration and wasting rates.

The flowmeter measures the flow out of the treatment plant and is used to base dosages and treatment plant capacity. Results of monitoring activities can be viewed on the monthly spreadsheets.

Calibration and Maintenance

The flowmeter is calibrated yearly by ICS instrumentation that certificate is stored at the PUC Office. The pH analyzer is calibrated monthly and recorded in the log books.

Efforts to meet effluent objectives

As described in the quality control monitoring section, analytic and visual parameters are used as indicators of process efficiency and should fall within the critical control points. A summary of these values was developed and is in the Blyth sewage treatment facility operations manual for reference and historically have been adequate to maintain compliance.

Biosolids Generated

A total of 398.8 cubic meters was utilized in 2016 and hauled/applied by S&S Trucking.

Complaints

There were no complaints received as results of the operation of the sewage treatment facility.

Attached in the report is a data summary, compliance summary, sludge metals summary.

Report prepared by Veolia Water Canada

2016 Data Summary

Flows	January	February	March	April	May	June	July	August	September	October	November	December	Total	Avg Flow	Maximum	% Cap
Total Flows	12829	18040	21093	16203	9727	6818	7678	8898	8722	8511	9366	14879	143585	393	21093	53.9
Avg	407	622	660	540	314	227	248	319	291	275	313	480			680	
Max	881	1515	2186	1643	516	308	293	603	446	381	387	1488			2186	

Raw Sew ag	January	February	March	April	May	June	July	August	September	October	November	December	Average	Max.	Removal Efficiency%
CBOD	82	82	85	116	118	125	186	103	156	153	157	113	122.67	185.5	98.4
SS	93	84	93	120	144	158	121	145	152	159	148	126	128.56	158.5	98.4
TP	1.85	1.85	1.57	2.20	2.81	2.78	3.41	2.98	3.40	4.09	3.24	2.93	2.76	4.09	92.8
TKN	19.20	17.40	14.47	21.20	38.25	26.00	33.95	25.55	28.63	31.65	30.55	27.75	26.20	38.25	95.4
pH	7.92	7.93	8.03	8.08	7.56	7.71	7.53	7.59	6.65	7.61	7.56	8.01	7.68	8.075	

Final Effluent	Monthly Data (mg/L)												Average	
	January	February	March	April	May	June	July	August	September	October	November	December	Average	Max.
BOD	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.00	2
SS	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.00	2.00
Ammonia	0.10	0.40	0.10	0.10	0.10	0.10	0.20	0.20	0.17	0.10	0.20	0.20	0.16	0.40
TKN	2.35	0.60	0.50	0.50	1.05	0.65	1.00	3.65	1.87	0.80	0.65	0.70	1.19	3.65
TP	0.35	0.24	0.17	0.22	0.10	0.14	0.23	0.23	0.19	0.23	0.14	0.17	0.20	0.35
NO2	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03
NO3	23.70	19.05	13.00	15.15	12.25	21.00	36.15	41.45	31.13	23.10	20.20	17.50	22.81	41.45
pH	7.19	7.52	7.56	7.58	7.17	7.23	7.98	7.04	7.18	7.38	7.31	7.48	7.31	7.58
E Coli	11	4	18	3	11	36	23	13	4	4	30	12	14	36
Tot Cl Res.	0.15	0.18	0.19	0.17	0.13	0.15	0.14	0.14	0.15	0.18	0.16	0.17	0.16	0.20

Blyth STP Compliance Summary

2016

Flows	January	February	March	April	May	June	July	August	September	October	November	December
Peak Flow	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730
Actual(Avg)	881	1515	2186	1643	516	308	293	603	446	381	387	1488
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Av Day Flow	730	730	730	730	730	730	730	730	730	730	730	730
Actual	407	622	680	540	314	227	248	319	291	275	313	480
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
CBOD&TSS	15	15	15	15	5	5	5	5	5	5	15	15
CBOD	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
TSS	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0	2.0
Loading Kg	11	11	11	11	3.7	3.7	3.7	3.7	3.7	3.7	3.7	11
CBOD Kg	0.81	1.24	1.36	1.08	0.63	0.45	0.50	0.64	0.58	0.55	0.63	0.96
TSS Kg	0.81	1.24	1.36	1.08	0.63	0.45	0.50	0.64	0.58	0.55	0.63	0.96
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Tot P	1	1	1	1	0.3	0.3	0.3	0.3	0.3	0.3	1	1
Actual	0.35	0.24	0.17	0.22	0.10	0.14	0.23	0.23	0.19	0.23	0.14	0.17
TP Load Kg	0.7	0.7	0.7	0.7	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.7
Act. TP Kg	0.14	0.15	0.11	0.12	0.03	0.03	0.06	0.07	0.05	0.06	0.04	0.08
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
NH 3&4	17	21	14	6	3	1	1	1	1	3	3	11
Actual	0.10	0.15	0.13	0.12	0.12	0.12	0.14	0.08	0.11	0.10	0.11	0.23
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
NH 3	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02
Actual	0.0002	0.0010	0.0005	0.0006	0.0004	0.0005	0.0004	0.0004	0.0006	0.0007	0.0005	0.0005
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Tot Cl Res	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Month Max.	0.19	0.18	0.19	0.19	0.18	0.19	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

pH	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5
Actual	7.19	7.52	7.56	7.58	7.17	7.23	7.08	7.04	7.18	7.36	7.31	7.48		
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

E. Coli	200	200	200	200	200	200	200	200	200	200	200	200	200	200
Actual GMD	11	4	0	3	11	36	23	13	4	4	30	12		
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Quarterly Metals Calculations Report						2016		
Parameter								
Date	Jan 20-16	Apr 13-16	Jul 20-16	Aug 31-16	Oct 12-16	Average		
Total Solids	10400	14600	30000	38900	43500	27480		
NH 3&4	6.3	6.3	486	500	379	275.52		
TKN	452	802	1540	1300	2030	1224.8		
NO2	0.2	0.3	1.3	0.2	0.2	0.44		
NO3	<	0.3	0.3	0.3	0.3	0.3		
NO2+NO3	0.3	0.3	1.3	0.3	0.3	0.5		
Arsenic	<	0.1	0.2	0.3	0.3	0.2		
Cadmium	<	0.005	0.007	0.014	0.03	0.034	0.018	
Cobalt	0.05	0.04	0.22	0.32	0.36	0.198		
Chromium	0.42	0.49	2.1	3.3	3.6	1.982		
Copper	2.4	9.6	9.7	16	17	10.94		
Mercury	0.001	0.019	0.012	0.017	0.023	0.0144		
Potassium	85	60	130	140	130	109		
Molybden	<	0.06	0.14	0.21	0.37	0.34	0.224	
Sodium								
Nickel	0.17	0.28	0.8	1.1	1.2	0.71		
Phosphorous	240	310	890	1300	1400	828		
Lead	0.1	0.3	0.7	1	0.9	0.6		
Selenium	<	0.1	0.1	0.1	0.1	0.1		
Zinc	3.2	5.1	13	19	21	12.26		
Ecoli DW	1125000	31507	1333	1285	10805	233986		
Ecoli /100 ml	1170000	46000	4000	5000	47000	254400		
pH								
Tank in " to Top								
Volume in m3	941	941	941	941	941			
Volume at 4%	245	344	706	915	1024	0		
Solids Kg	9788	13742	28236	36613	40942	0		

Table 1 BYPASS AND OVERFLOW EVENTS

[illegible]



Wingham Sewage Treatment Plant

2016 Annual Report

Owned by The Corporation of the Township of North Huron and
Operated by Veolia Water Canada

Resourcing the world  **VEOLIA**

Wingham Sewage Treatment Plant 2016 Annual Report

Wingham STP ECA 1040-9HAN94 issued May 30, 2014 and #3557-7UNPUR (Aug 11, 2009-Air)

The Following is a summary and discussion of the 2016 Wingham Sewage treatment plant operation and summary of compliance limits as set forth in the Wingham STP ECA 1040-9HAN94 Issued May 30 2014.

The Rated Capacity of the Treatment Unit is 3,400m³/day

Based on Raw Sewage Flows, the 2016 annual average flows were 2325m³/day which represents 68% of the annual 3400m³/day capacity. The maximum Peak Monthly average flow of 4584m³ a day occurred in March 2016 represents 135% of the capacity. The average monthly flows exceeded the average annual capacity of the plant for February, March and April.

Bypass Events

There were no Bypass events to report in 2016 at the Wingham sewage treatment plant

Compliance limits

The plant consistently removed 98% Biological Oxygen demand, 97.7% total suspended solids, 90% phosphorous and 97.2% total kjeldahl nitrogen which is well within the range of removals for a tertiary sewage plant and consistent with previous yearly operations.

Operational problems

There were no major problems encountered during the 2016 operating year.

Maintenance

Routine maintenance was performed throughout the year, such as oil changes in gear drives and cleaning UV lights. UV lights will need consideration for updates/back-up unit as it is getting old and it makes it challenging to find parts.

Quality Control Monitoring

Monitoring includes an online dissolved oxygen sensor which indicates loading and raw sewage quality, aeration basin solids content and proper operations of the aerators. Secondary clarifiers effluent is monitored for dissolved phosphorous and ammonia to determine adequate ferric chloride dosage and nitrification in aeration basins as well as general clarity and surface debris which indicates proper solids removal. Adequate solids return to the aeration and wasting rates.

The raw sewage flowmeter measures the flow going to the treatment plant and is used to base dosages and treatment plant capacity. The final effluent flow meter measures flow to the UV lights and does not represent the hydraulic loading of the plant but rather is a sum of the flow through the plant and any lagoon discharge. Results of monitoring activities can be viewed on the monthly spreadsheets.

Calibration and Maintenance

There are two flowmeters that measure raw sewage in and the final effluent discharge volumes. The flowmeters are calibrated yearly by ICS instrumentation that certificates are stored at the PUC Office. The pH analyzer is calibrated monthly and recorded in the log books.

Efforts to meet effluent objectives

As described in the quality control monitoring section, analytic and visual parameters are used as indicators of process efficiency and should fall within the critical control points. A summary of these values was developed and is in the Wingham sewage treatment facility operations manual for reference and historically have been adequate to maintain compliance.

Biosolids Generated

A total of 9798 cubic meters was removed from cell 1 in 2015.

Complaints

There were no complaints received as results of the operation of the sewage treatment facility.

Attached in the report is a data summary, compliance summary, sludge metals summary.

Report prepared by Veolia Water Canada

2016 Data Summary

[illegible][illegible]

Raw Sewage

	79	59	84	67	81	109	174	109	112	136	50	139
CBOD												
SS	75	81	112	90	75	117	197	135	146	163	67	142
TP	2.93	2.35	2.46	1.93	1.63	2.57	3.79	3.20	3.48	3.37	1.79	3.05
TKN	24.25	16.55	14.60	14.60	14.50	24.10	31.35	29.40	32.10	36.60	18.00	29.05
pH	7.90	7.70	7.85	7.69	7.44	7.67	7.42	7.50	7.65	7.65	7.42	7.78
Alkalinity	380	254	301	340	328	341	352	351	352	195	333	376

Final Effluent

[illegible]

Wingham STP Compliance Summary

2016

	January	February	March	April	May	June	July	August	September	October	November	December	
Max/day m3	4580	11077	13626	8680	2832	2367	1488	1648	1641	1446	1316	1816	13626 m3
Av Day Flow	3400	3400	3400	3400	3400	3400	3400	3400	3400	3400	3400	3400	3400 m3
Actual	2397	3808	4584	4013	2040	1711	1488	1648	1641	1446	1316	1814	2325 m3
Comp. Y/N	Y	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	
CBOD&TSS	15	15	15	15	15	15	15	15	15	15	15	15	Total Kg
CBOD	2.0	2.0	2.0	2.0	2.0	2.0	2.5	2.0	2.0	2.0	2.0	2.0	15
TSS	2.0	2.5	5.0	2.0	3.5	2.0	2.5	2.0	3.0	2.0	3.5	2.5	24.50
Loading Kg	51	51	51	51	51	51	51	51	51	51	51	51	51
CBOD Kg	4.79	7.62	9.17	8.03	4.08	3.42	3.72	3.30	3.28	2.89	2.63	3.63	56.55
TSS Kg	4.79	9.52	22.92	8.03	7.14	3.42	3.72	3.30	4.92	2.89	4.60	4.53	79.79
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Tot P	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	
Actual	0.26	0.19	0.20	0.15	0.25	0.44	0.36	0.29	0.35	0.33	0.34	0.27	0.5
TP Load Kg	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7	1.7
Act. TP Kg	0.62	0.70	0.93	0.58	0.51	0.74	0.53	0.48	0.57	0.47	0.44	0.48	7.07
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
H2S	0	0	0	0	0	0	0	0	0	0	0	0	
Actual(<)	0.02	0.02				0.02			0.02			0.02	
Comp. Y/N	Y	Y				Y			Y			Y	
pH	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	6.5 - 9.0	
Actual	7.67	7.82	7.96	7.97	7.57	7.66	7.44	7.42	7.57	7.71	7.77	7.78	
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
E Coli	200	200	200	200	200	200	200	200	200	200	200	200	
Actual GMD	2	2	2	2	2	11	183	7	2	6	3	17	
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
NH 3&4	3	3	3	3	3	3	3	3	3	3	3	3	Total Kg
Actual	0.10	0.10	0.13	0.10	0.10	0.10	0.10	0.20	0.10	0.10	0.35	0.15	
NH 3&4 Load/d	0.24	0.38	0.61	0.40	0.20	0.17	0.15	0.33	0.16	0.14	0.46	0.27	3.53
Limit kg/d	10.7	10.7	10.7	2.7	2.7	2.7	2.7	2.7	2.7	2.7	10.7	10.7	
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
NH 3	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	
Actual	0.001	0.001	0.002	0.001	0.001	0.002	0.001	0.002	0.001	0.001	0.003	0.001	
Comp. Y/N	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	

2016	Wingham STP Sludge Metals Summary									
Parameter	Jan 20-16	Apr 13-16	Jul 20-16	Oct 12-16	Average					
Date	6730	14900	7880	8090	9400					
Total Solids	2.7	6	8.1	3.9	5.175					
NH 3&4	374	1180	381	355	0.049					
TKN	0.2	0.2	0.2	0.3	0.225					
NO2	0.3	0.3	2.9	0.5	1.000					
NO3	0.3	0.3	2.9	0.8	1.075					
NO2+NO3	0.1	0.1	0.1	0.1	0.100					
Arsenic	0.005	0.01	0.005	0.005	0.006					
Cadmium	0.02	0.04	0.02	0.02	0.025					
Cobalt	0.22	0.48	0.36	0.39	0.363					
Chromium	5.4	9	6.8	7.7	7.225					
Copper	0.277	0.015	0.026	0.013	0.083					
Mercury	27	58	23	29	34.250					
Potassium	0.08	0.14	0.05	0.07	0.085					
Molybdenum	0.42	0.26	0.17	0.15	0.250					
Nickel	130	290	170	170	190.000					
Phosphorous	0.2	0.3	0.2	0.2	0.225					
Lead	0.1	0.1	0.1	0.1	0.100					
Selenium	4.2	4.9	3.7	4.1	4.225					
Zinc	1589896	315436	697970	1248455	962939.250					
EC cfu DW	1070000	470000	550000	1010000	775000.000					
EC cfu WW										



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Jeff Molenhuis
DATE: 03/04/2017
SUBJECT: Garbage and Recycling Curbside Collection RFP Results
ATTACHMENTS: NONE

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report Garbage and Recycling Curbside Collection RFP Results;

AND THAT the Council of the Township of North Huron hereby directs staff to engage the public on the preferred Option B - Bi-weekly Curbside Collection for Garbage and Recycling and other associated potential impacts or initiatives with that option;

AND THAT Council hereby directs staff to report back to Council with the results and a firm recommendation for contract award;

AND THAT Staff be directed to engage in a detailed service and rate review for the solid waste operation, and develop a plan to reduce the impact of solid waste to taxation.

EXECUTIVE SUMMARY

At the March 6th Council meeting, Staff provided an update on the Curbside Collection RFP. The RFP was circulated to potential bidders on February 24th with a closing date of March 16th. The RFP was structured requesting a 3 year contract period in part to allow a period of time for the new Waste Diversion Ontario (WDO) and Resource Productivity and Recovery Authority (RPRA) legislation with respect to the Waste Free Ontario Act to materialize from strategic planning to implementation. This Act considers fundamental changes to waste production in Ontario whereby producers become responsible for “end of life” management of their products. There is consideration to funding increases for the Blue Box Program; however, there are still quite a few questions around how these will be implemented moving forward. With transition through Waste Diversion Transition Act to producers eventually being obligated to recover their own products, municipalities may have the option of opting out of certain recycling programs or may partner with producers to aid in recovering their products. The framework, at this time, is not clear. In addition, the potential impact to municipal budgets is not clear; however, it is presumed in some regard that the municipal cost to recycling will be reduced, if not phased out completely. Currently, the Township has a direct cost for curbside collection of recyclables, but a revenue stream from the WDO grant offsets approximately 50% of the curbside collection cost for recycling annually. The 2016 refund from WDO was approximately \$50,000. From a waste industry perspective, the expectation for full transition to the new legislation will come to fruition with impacts to municipalities in the 3-5 year timeframe.

Staff undertook a survey relating to curbside and landfill activities in early 2017. The results were made available to Council through the March 6th Council Report Curbside Collection of Solid Waste

and Recyclables – Survey Results and RFP Report. The results of the survey were used to help formulate the RFP, and are being used in consideration to recommendation for award.

The Solid Waste service line, on an average year, has approximately \$230,000 impact to taxation as the difference between revenues generated in the service line against expenditures to provide solid waste programs. These programs include such things as curbside collection of various waste streams at the curbside (garbage, recycling, leaf and yard waste, Christmas tree pickup, disposal and landfilling) and at the landfill, as well as landfill disposal. These figures include revenue generated from the Blue Box recycling program.

DISCUSSION

Current Curbside Collection Level of Service

The current contract costs approximately \$190,000 annually, net HST for both curbside collection elements, with garbage at approximately \$110,000 annually and recycling at approximately \$80,000. The current system is manual collection. The recycling format is single stream, meaning eligible recycling items can be co-mingled within the blue boxes. The Township does not offer green bin collection for organic household waste, but does offer various programs for leaf and yard waste pickup and annual household hazardous waste depot through the County. Curbside collection occurs in the urban areas on a weekly basis for both garbage and recycling, with bi-weekly collection in the rural ward. This is represented in option A-A, below.

Curbside RFP Results

The Curbside Collection RFP was developed with consideration to the transitioning WDO/RPRA legislation. The RFP asked for a 3 year contract, as well as pricing on different collection options, including weekly, bi-weekly, and weekly garbage/bi-weekly recycling. Staff also included pricing for the current model of weekly both streams of waste (urban)/bi-weekly both streams of waste (rural).

The RFP was circulated to four bidders with manual and automated waste collection capabilities. At the time of closing, one (1) bid was received in response to the RFP issued. The only responding bidder was our current service provider, Waste Management of Canada Corporation. The bid results were as follows:

	Garbage	Recycling	Sub-Total	Net HST	Total
Option A-A: Existing Collection Format	\$87,206.40	\$113,660.64	\$200,867.04	\$3,535.26	\$204,402.30
Option A: Weekly Collection both (all)	\$101,435.04	\$138,852.00	\$240,287.04	\$4,229.05	\$244,516.09
Option B: Bi-weekly Collection both (all)	\$57,002.40	\$86,234.40	\$143,236.80	\$2,520.97	\$145,757.77
Option C: Weekly garbage (all)/Bi-weekly recycling (all)	\$86,234.40	\$115,466.40	\$201,700.80	\$3,549.93	\$205,250.73
Option D: Recycling Bins at the Landfill	-	\$594.00	\$594.00	\$10.45	\$604.45

Provisional: Waste Audit	\$11,995.00	-	\$11,995.00	\$211.11	\$12,206.11
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The RFP asked the bidders to provide annual contract adjustments based on such things as fuel and CPI. The bidder marked a 2% annual adjustment for CPI only. Additionally the bidders were asked to hold their price for 60 days. With the closing date of March 16th, the Township has until May 16th to consider award.

Option A-A, Option B or Option C are most worth considering for award. All three reduce the current cost of curbside garbage collection, with the most significant savings being Option B – Bi-weekly. Through the Blue Box program, 50% of the cost of recycling is returned back to the Township, thereby reducing the impact of an increased cost for this service.

Relevant Survey Results

As noted in the March 6th report, the relevant survey results were as follows:

- 58% of respondents were not in favour of the bag tag system
- 83% of respondents were in favour of weekly curbside collection
- 81% of respondents generate one bag of garbage a week
- 48% of respondents indicated they compost
- 79% of respondents would prefer to pay between \$1-\$10 per month for garbage and recycling services
- 44% of respondents only use the landfill once a year, with 67% indicating they use the landfill for garbage
- Preferred days for using the landfill are Tuesday's (14%) and Saturday's (74%), with minimal preference for Friday (4%)

The survey did ask for their preference with respect to wheelie bin system, with a response rate suggesting 63% would be in support. The context of this question did not take into consideration costs associated with that particular system.

Automated System Proposal

Staff received an unsolicited proposal in the fall of 2016 from an automated collection service provider for curbside collection activities. The proposal requested a long-term (5-10 year) commitment because of start-up activities (purchasing fleet, bins, etc.), and contemplated the need for additional landfill open days. The proposal also required commitment of the WDO refund to the organization, rather than being a revenue stream to the municipality.

Preliminary analysis indicates the proposal would have resulted in increased cost to perform curbside collections services, with reduced revenue stream from the WDO grant, thereby placing more revenue requirements onto the system users. The proposal did consider a subscription fee as a revenue stream; however the additional revenue generated from subscriptions would have to be substantial to offset the increased cost of curbside collection and reduce the impact of solid waste expenditures on taxation. With respect to the long term commitment, Staff was not comfortable

with the timeframe considering the changes to the framework of recycling and the potential for that to impact the Blue Box program.

Curbside Collection - Municipal Comparators

For comparison purposes, municipal comparators are presented below:

	Reported Single Family Households	Reported Population	Reported Residential Waste (tonnes)	Garbage Schedule	Recycling Schedule
NORTH HURON	2,301	4,884	3,539	w(u)/bw(r)	w(u)/bw(r)
CHATSWORTH	3,161	6,437	1,391	bi-weekly	bi-weekly
HOWICK	1,462	3,123	881	bi-weekly	bi-weekly
SOUTHWEST MIDDLESEX	2,300	5,900	1,464	weekly	weekly
SOUTHWOLD	1,714	4,494	1,209	bi-weekly	bi-weekly
WEST GREY	5,089	12,286	5,060	bi-weekly	bi-weekly
THAMES CENTRE	4,710	13,329	4,246	w/bw seasonal	weekly

Based on our municipal comparators, a bi-weekly schedule is reasonable and, after speaking with our municipal contacts in these locations, are also effective services. Additionally, it should be noted that bi-weekly garbage collection typically improves diversion rates, which ultimately reduces the impact of recyclables or other materials on the landfill site. It does not appear that any of the above listed municipalities provide a compost collection program to divert household organic wastes from the disposable waste stream.

Some of the main concerns around bi-weekly garbage collection are household organic waste, diaper waste management, storage and pest control. With an average of one bag per week per household, these issues could be dealt with by the homeowner purchasing an additional storage container for garbage and additional containers for recycling. For concerns related to household organic waste, the municipality could engage in a program to provide homeowners with kitchen and yard compost bins on an application basis. This would remove the organics from the disposal waste stream and from the garbage cans, thereby significantly reducing the pest attraction, reducing bagged/tagged garbage volumes and diverting more waste away from the landfill.

Solid Waste Service Line – Business Performance Review

Best practice for solid waste management is for the business unit to be largely rate supported through a user pay type of system, rather than funded through taxation or other means. The municipality currently owns two landfill sites (Wingham and East Wawanosh), and is a contributor in the operations of the Blyth-Hullet landfill through a joint board with Central Huron.

Average annual expenditures for solid waste operations total approximately \$430,000 annually, per below.

Consolidated Expenditure Areas	Amount
Administration/Operations Wages	\$64,000
Operational Expense (Materials/Supplies/Machinery)	\$70,000
Reserve – General Solid Waste Operational	\$20,000
Reserve – Landfill Post-closure	\$0
Operations Reporting (Consultant)	\$76,000
Curbside Collection (Contractor)	\$200,000
Capital	\$0
TOTAL	\$430,000

Revenue streams are through three primary sources, totalling approximately \$200,000 annually, per below.

Revenue Area	Amount
Blue Box Grant	\$40,000
Tipping Fees	\$60,000
Bag Tags	\$100,000
TOTAL	\$200,000

The annual average deficit for the solid waste service line is approximately \$230,000 dollars, and does not include any specific reserves for closure and post-closure obligations, or capital or equipment replacement expenditures.

Most survey respondents indicated a single bag of garbage per week per household. The annual bag tag cost for one bag a week is \$130 (\$2.50 x 52 weeks). For the remaining \$230,000 deficit in solid waste operations, the impact adds to taxation by approximately \$100 per household annually.

Bag Tag Program

The current bag tag fee is \$2.50 per tag. The Township sells approximately 40,000 tags a year, for an approximate revenue of \$100,000 annually. The cost of curbside garbage collection under the current contract is approximately \$110,000 annually. It appears the cost of disposal is not included within the bag tag fee rate. While there is not a direct cost to the municipality for disposal in the curbside contract, there is an indirect cost for disposal through Township staff time, general operations costs and long term management costs (closure/post-closure). These are usually captured within tipping or other user fees. From previous data call information, household waste from curbside collection is approximately 350 tonnes, which at the current landfill tipping fee would cost approximately \$33, 250.

Landfill Operations

The landfill is open three days a week for a total of 23 operational hours per staff member per week. Operations typically require two staff present to operate the desk and cash register, help direct users and operate the compactor. The cost of these activities is approximately \$45,500 including wages and benefits. For one full weekday, the labour cost is approximately \$16,700 on an annual basis.

Recommendations

Based on the above, it is recommended that the budget shortfall in solid waste overall be addressed. Staff are recommending a two-pronged strategy to bring the system more in line with a sustainable user-fee funded solid waste program. This two-pronged approach includes the following:

- 1) Reducing direct expenses where possible; and
- 2) Analyzing the waste streams more closely and increasing user rates to provide for a long-term sustainable solid waste operation.

As a result, it is recommended to accept the proposal from Waste Management Canada for Option B – Bi-weekly curbside collection for garbage and recycling. This will save the municipality approximately \$52,000 in curbside costs, and promote increased waste diversion (recycling, organics), and reduce the impact to taxation. The provisional item for a waste audit will not be executed at this time.

Staff recognize that this recommendation constitutes a change in the Level of Service. For that reason, it is recommended that an additional survey be undertaken with specific, targeted questions with respect to the options presented.

Further it is recommended that the landfill operational hours and activities be reviewed in 2017. Finally, it is recommended to review user fees to increase the overall revenue for the service line based on user-pay and reduce the impact of solid waste costs on the tax base. An initial financial analysis with consideration to the curbside recommendations, bag tags, landfill operations hours reductions and tipping fees is outlined below.

Item	Current	Revised	Budget Impact
Curbside Garbage – expense	\$110,000	\$58,000	\$52,000
Curbside Recycling – expense	\$80,000	\$87,800	(\$7,800)
WDO Refund – revenue	\$45,000	\$45,000	\$0
*Landfill Hours (Wages/Benefits)	\$45,500	\$28,800	\$16,700
*Bag Tags (@ \$3/3.25/3.50/)	\$100,000	(\$120/130/140)	\$20-40,000
*Tipping Fees (@ \$105/115/120/)	\$64,000	(\$77/83/\$86)	\$13-22,000
TOTAL (NET SAVINGS)			\$105,000 (reduction)

*Subject to further detailed analysis

Additionally, the Township should engage in a rate study based on a detailed analysis of the waste streams received at the landfill to better refine the waste streams and costs associated with them.

This will also serve to provide more clear and concise communication to the public for waste services, as well as education on waste streams with Township impact to manage those streams.

FINANCIAL IMPACT

For the recommended changes in the curbside RFP, bi-weekly collection reduces the cost by \$44,200 (net) for this service. As demonstrated above, the other potential changes listed could reduce operational expenditures by an additional \$17,000 and increase revenues by \$50,000 for a potential total reduction to taxation of approximately \$105,000, or \$45 per household annually.

FUTURE CONSIDERATIONS

The timeframe requirements for award gives until May 16th to confirm the preferred results to Waste Management Canada Inc. With public engagement, we anticipate to have results back to Council for consideration at the first meeting in May.

For any changes to service, it is recommended to have a strong communication plan put forward from the Township and the curbside contractor. In speaking with other municipal contacts who have engaged in service changes in solid waste, developing a communication and education plan for the months leading up to the change are key factors in successful change management of the service. Additionally, developing programs to support public buy-in, potentially such as user compost programs, are ways to increase public support.

RELATIONSHIP TO STRATEGIC PLAN

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



Jeff Molenhuis, Director of Public Works



Sharon Chambers, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sharon Chambers, CAO
DATE: 03/04/2017
SUBJECT: Revised Morris Turnberry Cross Border Agreement – Britespan Request for Services
ATTACHMENTS: Draft Revised Cross Border Agreement

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the report of the CAO regarding an amended Cross Border Servicing Agreement with the Municipality of Morris Turnberry for information purposes;

AND FURTHER THAT Council approves the amendments to the Agreement as presented in the draft document;

AND FURTHER THAT the Clerk is instructed to prepare a by-law to authorize the amended Agreement, after it has been ratified by Morris Turnberry Council.

EXECUTIVE SUMMARY

On March 27th, Council discussed and approved various elements to be included in a revised Cross Border Services Agreement with the Municipality of Morris Turnberry, in conjunction with a request for services for Britespan.

Below, the revisions are discussed in further detail, for Council's information.

A revised Agreement is attached for discussion purposes, and will be forwarded to Morris Turnberry for their consideration.

DISCUSSION

The following amendments have been made to the Draft Agreement;

- 1. Amend Schedule A and Schedule B to include the Britespan property, described as Park Lots 9, 21, 24, Peter Street Closed, Registered Plan 432.**

The water capacity requirement as per the request is 2.7 m³/month, and it is assumed that the sanitary sewer capacity requirement would also be 2.7 m³/month. The capacity requirement is based upon historical consumption for Britespan's existing facility, and the number of proposed employees for the expansion. In the existing Agreement, Britespan has been assigned 5 m³/day of capacity for their property described as Plan 432, Lot 17, Part Lot 18 22R2824 Part 5. A review of water consumption data illustrates usage of less than 1 m³/day per day. Morris Turnberry compensated North Huron for the Infrastructure Recovery Fees for water and sewer in January of 2010, for the equivalent of 1 m³/day of capacity. North Huron has not been compensated for the remaining 4 m³/day of capacity

that has been assigned to that property. It is recommended that North Huron amend Schedules A and B of the Cross Border Agreement to allocate 1 m³/day of capacity to each of Britespan's properties. Morris Turnberry will be required to compensate North Huron for the water and sewer infrastructure recovery fees for 1 m³/day of capacity, in accordance with the Township's current Rates and Fees By-law.

Clause 8 in the current agreement states that "North Huron and Morris Turnberry agree that the Capacity Assignment listed on Schedules "A" and "B" will be reviewed at least once during the term of the Agreement. It is recommended that North Huron undertake a review at this time to measure current metered data against assigned capacities. It is advisable to determine how much capacity has been assigned in the Agreement versus how much has been purchased. North Huron may wish to propose amending Schedules "A" and "B" to reflect the capacity that has been purchased. Capacities may be increased upon request, with supporting information to verify the capacity required.

2. **Added a new Schedule "F"** to formalize Morris Turnberry's contribution to North Huron services in accordance with Clause 3 c) of the Township's Cross Border Servicing Policy. The provision in the Agreement also states that North Huron reserves the right to request an amendment to this schedule when new servicing requests are received.
3. **Comment on Site Plan:** A new clause has been added requiring North Huron staff to comment on the Site Plan and Site servicing drawings in relation to water and sewer interests. As the Owner of the water and wastewater systems, this provision allows North Huron to enact controls that will ensure compliance with the Drinking Water Permit/Permit to Take Water, Ministry of Environment Guidelines and Provincial Water Quality Objectives. Legally enforceable Agreements between property owners and North Huron are required to authorize North Huron to impose penalties or cut off service for violations of the agreement that would cause North Huron to become non-compliant with MOE regulations.
4. **Requirement for Agreements:** Added a provision to require the Developer of a property to enter into a separate agreement with North Huron for the purpose of constructing municipal services.

As the system Owner, North Huron is obligated under Section 11 of the Safe Drinking Water Act to ensure quality of construction and safe distribution of municipal water and infrastructure. At the time of the passing of the Cross Border Services Agreement, North Huron opted to construct service extensions with its own forces. Due to the change in Operating Authority resulting from contracting the Operation and Maintenance of North Huron Systems to Veolia Water Canada, It is North Huron's preference to contract the construction of service extensions to a third party contractor, or allow the Developer to hire a third party contractor to complete the work. In the latter case, North Huron will require a direct agreement with the Developer, which shall be enforceable at the discretion of North Huron. The Agreement would contain provisions to ensure that Developers or their agents and contractors perform in a specific manner, construct to certain specifications, allow North Huron to oversee certain elements of construction and require that securities and warranties be provided for the work.

5. **Rates and Fees:** Amended Current Clause 18 to reference the current water and sewer Fees and Charges By-law, rather than containing fees that become outdated in subsequent years of the Agreement.

FINANCIAL IMPACT

North Huron will be compensated \$2,500 for the Water Infrastructure Recovery Fee and \$3,500 Sewer Infrastructure Recovery Fee for the Britespan Development. The Developer and Morris Turnberry will be responsible for all costs associated with the service extension.

FUTURE CONSIDERATIONS


It is recommended that North Huron conduct a review of the capacities assigned in the current agreement, as well as a review of how much capacity has been actually “purchased” through the Infrastructure Recovery Fees.

It is recommended that a schedule be added to the Township of North Huron Cross Border Service Policy to outline these additional requirements that must be met by receiving municipalities and Developers. This will help to expedite future requests and clarify requirements for Developers.

RELATIONSHIP TO STRATEGIC PLAN

Our Community is attractive and welcoming to new business and residents

Our administration is fiscally responsible and strives for operational excellence

A handwritten signature in black ink, appearing to read 'Sharon Chambers', is written over a light gray rectangular background.

Sharon Chambers, CAO



CROSS-BORDER SERVICING AGREEMENT

THIS AGREEMENT dated this _____ day of _____, 2017.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON
(Hereinafter called "North Huron")

OF THE FIRST PART

– and –

THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY
(Hereinafter called "Morris-Turnberry")

OF THE SECOND PART

WHEREAS Section 20 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality to enter into an agreement with one or more municipalities or local bodies to jointly provide, for their joint benefit, any matter which all of them have the power to provide within their own boundaries;

AND WHEREAS North Huron currently provides potable water to, and receives and treats wastewater from, properties located in Morris-Turnberry;

AND WHEREAS additional sanitary sewers, sewer outlets, water mains, outlets, connections and other municipal services (the "Services") may at the discretion of North Huron be constructed and extended onto properties located in Morris-Turnberry and be serviced by North Huron;

AND WHEREAS the parties hereto wish to set out their respective rights and obligations regarding the provision of municipal services to properties located in Morris-Turnberry by North Huron.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the mutual covenants and agreements contained herein and the sum of two dollars (\$2.00) paid by each of the parties hereto to the other party hereto, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto covenant and agree as follows:

GENERAL TERMS OF SERVICING

1. Attached hereto as Schedule “A” is a list of properties located within Morris-Turnberry which shall be serviced with potable water provided by North Huron during the term of this Agreement (the “Water Properties”).
2. Attached hereto as Schedule “B” is a list of properties located within Morris-Turnberry which shall be serviced with wastewater services provided by North Huron during the term of this Agreement (the “Sanitary Sewer Properties”).
3. Attached hereto as Schedule “D” and “E” is Township of North Huron Application for Water and Sewer Service. These applications must be completed by the applicant and submitted to the North Huron Director of Public Works as part of the process to connect to the water and sewer systems.
4. Attached hereto as Schedule “F” is Morris Turnberry Annual Financial Contribution Summary to North Huron services in accordance with Clause 3 c) i) of the Township of North Huron Cross Border Services Policy. Such schedule shall be reviewed at least once during the term of the agreement, and may be renegotiated to the agreement of both parties. North Huron reserves the right to request an amendment to this schedule in conjunction with new service requests from Morris Turnberry.
5. All servicing requests and inquiries must be directed to the North Huron Director of Public Works. For all Morris Turnberry properties requiring servicing, North Huron shall be engaged during the pre-consultation stage, and shall be circulated on Site Plan and Site Servicing drawings as a commenting agency. At its own discretion, North Huron may request additional information with respect to capacity, peak demands or sewage treatment requirements specific to the proposed development. North Huron may seek advice from the Operating Authority and/or third party consultants to verify system adequacy or potential constraints. Costs for third party review shall be borne by Morris Turnberry, or through and Agreement with Developer, at the discretion of North Huron.
6. Developments deemed to be large water users, those requiring higher peak demands or producing sewage effluent with constituents or flow rates exceeding the thresholds in the sewer use by-law will be considered on an individual basis, regardless of whether they have been included in the attached Schedules “A” or “B”. North Huron reserves the right to approve or deny any request to connect to North Huron water or sanitary sewer systems based on North Huron’s ability to meet the specific needs of the individual development. North Huron may require an Agreement directly with Developers, at the sole discretion of North Huron. Such Agreements may address such matters as establishment of thresholds for daily/peak flows, or effluent constituents, requirement for on-site sewage pre-treatment systems, additional fees for exceedance of established parameters, penalties or fines for non-compliance or any other requirements deemed necessary by North Huron.
7. The parties hereby acknowledge and agree that the Water Properties and the Sanitary Sewer Properties shall only be serviced by North Huron provided there is sufficient capacity available to North Huron to first meet the needs of its own residents.

8. The provision of potable water and sanitary sewer services to the Water Properties and the Sanitary Sewer Properties shall not be construed to mean that North Huron will support and/or provide these or other municipal services to any other lands that are not subject to a municipal servicing agreement approved by North Huron, now or in the future.
9. The Services, installed to the property line and including the water meter, shall remain in the ownership of North Huron and all maintenance, repairs, alterations and replacement of the Services shall be carried out by North Huron or its agents to North Huron's sole satisfaction.
10. North Huron and Morris-Turnberry agree that the Capacity Assignment listed on Schedules "A" & "B" will be reviewed at least once during the term of the agreement, and may be amended or reassigned at the sole discretion of North Huron.

WATER SERVICING

11. The parties agree that the municipal water Services extended from North Huron to the Water Properties pursuant to this Agreement shall only be used to service the Water Properties within the volumes assigned in Schedule "A" during the term of this Agreement unless otherwise permitted by North Huron in writing. Without limiting the generality of the foregoing, no connections shall be made to the Services without North Huron's prior written consent, which may be withheld in its sole discretion.
12. Morris-Turnberry shall ensure that all Water Properties have an installed water meter supplied by North Huron.
13. North Huron shall be responsible for the maintenance, repairs and replacement of the municipal water Services, pursuant to this agreement, on public lands or easements within both North Huron and Morris-Turnberry, and Morris-Turnberry hereby grants to North Huron the irrevocable right in the nature of an easement to enter on, over, into and under such lands for such purposes.
14. North Huron may, at North Huron's expense, conduct periodic watermain leak detection on the water service infrastructure, pursuant to this agreement, within Morris-Turnberry's boundaries. If the leak detection levels are of concern to North Huron, Morris-Turnberry shall initiate a watermain repair program, at Morris-Turnberry's expense, for the water services located on public lands within Morris-Turnberry and water services located within easements in favour of Morris-Turnberry within a reasonable period of time. Any dispute between the parties as to the leak detection levels and/or the necessity to undertake a watermain repair program shall be resolved by an independent third party consulting engineer collectively retained and mutually agreed upon and paid for by the parties, and the decision of the third party consulting engineer shall be binding on the parties.
15. The parties agree that there shall be no private wells allowed to be cross-connected with the municipal water Services system or to discharge to the municipal sanitary Services without the prior written approval of both North Huron and Morris-Turnberry.

16. The parties agree that water Services under this Agreement shall be designed to prevent the backflow of non-potable or contaminated water into the municipal water Services.

SANITARY SEWER SERVICING

17. The parties agree that the municipal sanitary sewer portion of the Services extended from North Huron to the Sanitary Sewer Properties pursuant to this Agreement shall only be used to service the Sanitary Sewer Properties within the volumes assigned in Schedule "B" during the term of this Agreement unless otherwise permitted by North Huron in writing. Without limiting the generality of the foregoing, no additional connections or capacity shall be made to the Services without North Huron's prior written consent, which may be withheld in its sole discretion.
18. North Huron shall be responsible for the maintenance, repairs and replacement of the sanitary sewer Services, pursuant to this agreement, on public lands or easements within both North Huron and Morris-Turnberry, and Morris-Turnberry hereby grants to North Huron the irrevocable right in the nature of an easement to enter on, over, into and under such lands for such purposes.
19. The sanitary sewage volumes shall be calculated using a monthly average with the assumption that the sanitary sewage flow will be equal to the potable water usage. Alternately, Morris-Turnberry, at their expense, may have a suitable sanitary sewage flow measuring device installed and maintained at any individual sewer property, at North Huron's sole discretion.
20. The parties agree that sanitary sewer Services under this Agreement shall be designed and installed to strictly prohibit the connection of foundation drains, roof leaders and any other surface or ground waters from entering the sanitary sewer Services.

FINANCIAL

21. The Council of North Huron shall set the water service rates and the sewage service rates for users outside the boundaries of North Huron. The parties agree that the rates for such services are set out in the current Township of North Huron Rates and Fees By-law. The rates in effect at the time of the passing of this Agreement are attached Schedule "C". North Huron shall have the authority to amend the water service rates and/or the sewage service rates from time to time, without notice and in its sole discretion, provided that rates for users outside the boundaries of North Huron shall not exceed 150% of the rates paid by similar users within the boundaries of North Huron.
22. North Huron agrees to read and maintain the water meters and all related water supply and sewage collection facilities constructed to serve the Water Properties and the Sanitary Sewer Properties.
23. Morris-Turnberry shall collect from the owners and/or tenants of the Water Properties and the Sanitary Sewer Properties their proportionate share of the water service rates and the sewage service rates. Morris-Turnberry shall pay to North Huron, within thirty (30) days of receipt of an

invoice from North Huron, the full amount of the outstanding water service rates and sewage service rates owing for the applicable period regardless of whether or not Morris-Turnberry has been able to collect the proportionate share from the end-user. Any delay in payment shall result in penalty charges and interest accruing consistent with North Huron's standard practice for overdue utility accounts.

24. Morris-Turnberry agrees to pay to North Huron its proportionate share of the replacement cost of water and sanitary sewage Services incurred by North Huron which is attributable to the increased volume and use required to service the Water Properties and the Sanitary Sewer Properties. The replacement cost shall be calculated as per the Capital Charge or Infrastructure Recovery Fee set out in Schedule "C" to this Agreement. North Huron shall have the authority to amend the Capital Charge or Infrastructure Recovery Fee from time to time, without notice and in its sole discretion, based on the opinion of a duly qualified professional engineer.
25. Morris-Turnberry agrees to pay to North Huron a Hydrant Charge as set out in Schedule "C".
26. The cost to install water and/or sewage services shall be based on the actual cost to install the service to the property line of the Water Property or the Sanitary Sewer Property, as the case may be, as per the Connection Charge as set out in Schedule "C" to this Agreement. The Charge or Fee shall be recoverable from Morris-Turnberry by North Huron in the same manner as the water service rates and the sewage service rates.
27. Morris-Turnberry shall reimburse North Huron for its cost of preparing this Agreement.

GENERAL

28. Morris-Turnberry shall adopt and enforce a sewer use by-law for the control of discharges to municipal sewers that contains the same provisions and is consistent with By-law No. 37-2004 of North Huron. In the event By-law No. 37-2004 is amended or replaced, Morris-Turnberry shall as soon as practicable amend or replace its sewer use by-law to ensure the by-laws remain consistent. Morris-Turnberry shall provide a copy of its most current sewer use by-law to North Huron.
29. Morris-Turnberry shall indemnify and hold harmless North Huron from and against any and all actions, causes of action, suits, claims, demands and costs of any nature or kind whatsoever arising under or in way related to this Agreement or the Services, unless such costs are due solely to the negligence of North Huron.
30. All disputes relating to this Agreement shall be resolved by arbitration in accordance with the following procedure:
 - (a) the party wishing to commence the arbitration process shall give written notice to the other party advising that it is exercising its right to submit the issue in dispute to arbitration by a single arbitrator (the "Arbitrator") and providing the names of three (3) potential Arbitrators who are acceptable to it;
 - (b) within ten (10) days of receipt by the other party of the notice referenced in subsection 27(a), the parties shall agree upon an Arbitrator, either one named in such notice or

otherwise, failing which either party may seek the appointment of an Arbitrator by a judge of the Superior Court of Justice (Ontario);

- (c) the arbitration shall be conducted in accordance with the provisions of the Arbitration Act, 1991 or its successor legislation as the case may be; and
 - (d) the Arbitrator's award shall be in writing, shall state the reasons for the award, may include an award of costs (including reasonable legal fees and disbursements and fees and expenses of the Arbitrator) and shall be binding on the parties.
- 31.** In the event of an occurrence of an unauthorized connection or alteration to the Services, or the extension of water services and/or sanitary sewer services to any property not set out in Schedules "A" or "B" to this Agreement, North Huron shall have the authority to immediately terminate the provision of water services and/or sanitary sewer services to the Water Properties and/or the Sanitary Sewer Properties.
- 32.** This Agreement shall run for a term of five (5) years from the date first written above at which time, subject to the terms hereof and unless either party provides notice in writing to the contrary at least one (1) year in advance of the first or any subsequent termination date, the agreement will be automatically renewed for successive periods of five (5) years. The parties hereto agree that this Agreement may not be amended except with the mutual written consent of both parties. Any written notice or account under this Agreement shall be deemed properly given if either mailed or delivered by facsimile to the parties at the addresses as follows:
- (a) To North Huron:

The Corporation of the Township of North Huron,
PO Box 90,
274 Josephine Street,
WINGHAM, ON N0G 2W0
Attn: Kathy Adams, Director of Corporate Services, Deputy Clerk
Fax: 519.357.1110
 - (b) To Morris-Turnberry:

The Corporation of the Municipality of Morris-Turnberry
41342 Morris Road,
PO Box 310,
BRUSSELS, ON N0G 1H0
Attn: Nancy Michie, Administrator Clerk-Treasurer
Fax: 519.887.6424
- 33.** This Agreement shall be construed and enforced in accordance with, and the rights of the parties shall be governed by, the laws of the Province of Ontario and the laws of Canada applicable therein.
- 34.** This Agreement supersedes all former agreements passed under the authority of the Municipal Act and hereby replaces and revokes By-Law No. 58-2010 of the Township of North Huron and By-law No. 79-2010 of the Municipality of Morris-Turnberry; and By-Law No. 2445 (1999) of the Town of Wingham and By-Law No 7 (1999) of the Township of Turnberry.

35. This Agreement may be executed in counterparts, each of which when so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument and shall be effective as of the formal date hereof. This Agreement may also be executed by facsimile or pdf, and any signature contained hereon by facsimile or pdf shall be deemed to be equivalent to an original signature for all purposes. Any party delivering this Agreement by facsimile or pdf, shall forthwith deliver originally executed copies to the other party hereto.

IN WITNESS WHEREOF this Agreement has been executed by the proper signing officers of the parties, who have been duly authorized in that regard.

THE CORPORATION OF THE
TOWNSHIP OF NORTH HURON

Per: _____

Neil Vincent
Reeve

Per: _____

Kathy Adams
Director of Corporate Services,
Clerk

THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-
TURNBERRY

Per: _____

Paul Gowing
Mayor

Per: _____

Nancy Michie
Administrator Clerk-Treasurer

SCHEDULE “A”

WATER PROPERTIES

<u>Roll Number</u>	<u>Owner</u>	<u>Property Description</u>	<u>Capacity Assignment</u> <u>(m³/day)</u>
1. 40 60 540 001 00805	Joe Kerr Ltd.	Con 1 Pt Lot 7 As RP 22R-2829 Part 1	2
2. 40 60 540 001 00900	Leslie Motors Ltd.	Con 1 Pt Npt Lot 7 and 8 as RP 22R2829 Part 3	2
3. 40 60 540 001 00905	MW Simpson Construction Ltd	Concession 1 Part Lot 8, Morris, as RP 22R 1196, Part 2	To be established
4. 40 60 540 001 00940	Wescast Industries Inc.	Con 1 Pt Lots 7, 8, 9, 10 AS RP 22R4246 Parts 1 & 2	654
5. 40 60 490 001 00450	Pioneer Hi-Bred Production LP	Con 1 Pt Lots 7,8 Turnberry	2
6. 40 60 490 001 00501	Municipality of Morris- Turnberry	Con 1 S Pt Lot 9 Turnberry Central School	7.5
7. 40 60 490 020 07400	Royal Homes Limited	Plan 410 Park Pt Lot 26 S of RR as RP 22R2467 Part 3	1
8. 40 60 490 020 07700	Royal Homes Limited	Plan 410 Park Lot 27 & 28 Pt Park Lot 26 as RP 22R2467	1
9. 40 60 490 020 07900	Green's Meat Market & Abattoir Ltd.	Plan 410 Pt Park Lot 30 and RP 22R4063 Part 1	To be established
10. 40 60 490 023 00125	1822007 Ontario Inc. 'Britespan'	Plan 432 Lot 17 Part Lot 18 as 22R2824 Part 5	1
11. 40 60 490 023 00300	Kenneth J. VanderWoude Wendy VanderWoude	Plan 432 Lot 14	1
12. 40 60 490 023 00400	Peter Stacey	Plan 432 Pt Park Lot 13	1
13. 40 60 490 023 00500	Bradley Van Niekert	Plan 432 Pt Park Lot 12, 13 As RP 22R1807 Part 1	1
14. 40 60 490 023 00600	Terese Gebhardt	Plan 432 Pt Lot 12	1
15. 40 60 490 023 00700	Johannes and Annaluise Weigand	Plan 432 Pt Lot 11 Pt Lot 12	1
16. 40 60 490 023 00860	914572 Ontario Ltd. C/O Rob Stute	Plan 432 SE Pt Lots 15,16 63 North St W	5
17. 40 60 490 023 01500	J E Hodgins Lumber	Con 8 Pt Lot 24 including RP 22R 366 Part 1	1
18. 40 60 490 023 01600	Jake and Annie Kikkert	Plan 432 Park Lot 10, Pt Park Lots 11, 12, 13	1

19. 40 60 490 023 99800	Municipality of Morris-Turnberry	Con 8 Pt Lots 22, 23,24 Con 9 Pt Lot 9 Former CPR lands	1
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SCHEDULE “B”

SANITARY SEWER PROPERTIES

<u>Roll Number</u>	<u>Owner</u>	<u>Property Description</u>	<u>Capacity Assignment</u> (m ³ /day)
1. 40 60 540 001 00805	Joe Kerr Ltd.	Con 1 Pt Lot 7 As RP 22R-2829 Part 1	2
2. 40 60 540 001 00900	Leslie Motors Ltd.	Con 1 Pt Npt Lot 7 and 8 as RP 22R2829 Part 3	2
3. 40 60 540 001 00905	MW Simpson Construction Ltd.	Concession 1 Part Lot 8, Morris, as RP 22R 1196, Part 2	To be established
4. 40 60 540 001 00940	Wescast Industries Inc.	Con 1 Pt Lots 7,8,9,10 as RP 22R4246 Parts 1 & 2	200
5. 40 60 490 001 00450	PioneerHi-Bred Production LP	Con 1 Pt Lots 7,8 Turnberry	2
6. 40 60 490 001 00501	Municipality of Morris-Turnberry	Con 1 S Pt Lot 9 Turnberry Central School	7.5
7. 40 60 490 001 00600	Marilyn VanHeesch	Con 1 Spt Lot 9	5.2
8. 40 60 490 020 07900	Green's Meat Market & . Abattoir Ltd.	Plan 410 Pt Park Lot 30 and RP 22R4063 Part 1	To be established
9. 40 60 490 023 00125	1822007 Ontario Inc. 'Britespan'	Plan 432 Lot 17 Part Lot 18 as 22R2824 Part 5	1
10. 40 60 490 023 00300	Kenneth J. VanderWoude Wendy VanderWoude	Plan 432 Lot 14	1
11. 40 60 490 023 00500	Bradley VanNiekert	Plan 432 Pt Park Lot 12, 13 As RP 22R1807 Part 1	1
12. 40 60 490 023 00600	Terese Gebhardt	Plan 432 Part Lot 12	1
13. 40 60 490 023 00700	Johannes and Annaluise Weigand	Plan 432 Part Lot 11, 12	1

14. 40 060 490 023 00860	914572 Ontario Ltd. C/O Rob Stute	Plan 432 SE Pt Lots 15,16 63 North St W	5
15. 40 60 490 023 02601	Mac Gowan Nursing Homes Ltd.	Con 8 Pt Lot 23 and RP 22R727 Parts 1, 2, & 3	Equivalent of 25 homes
	1820007 Ontario Inc. "Britespan"		

DRAFT

SCHEDULE “C”

CROSS-BORDER SERVICING RATES

1. Water Rate

The rate for authorized Morris-Turnberry water users is established at 150% of the North Huron base rate, plus 150% of the normal North Huron rate per cubic metre of water, plus 100% of the normal North Huron capital reserve rate.

Municipality of Morris-Turnberry costs will be:

Consumption Costs:

“premises” shall mean any house, tenement, apartment, living unit, building, lot, or part of a lot, or both, in, through, or past which water service pipes run.

Residential/Small Commercial Costs/Institutional per premises – Monthly
Industrial Costs - Larger than one (1) inch service - Monthly

As per current Township of North Huron Fee By-law

Capital Charge or Infrastructure Recovery Fee:

There is a one-time Capital Charge or Infrastructure Recovery Fee of \$2,500.00 per Capacity Assignment (residential house or equivalent). Without limiting the generality of the main body of this Agreement, North Huron shall have the authority to amend the Capital Charge or Infrastructure Recovery Fee from time to time, without notice and in its sole discretion, based on the opinion of a duly qualified professional engineer with respect to the annual average, peak usage and proportionate share of replacement capacity, or in accordance with a Development Charges By-law enacted by North Huron.

Connection Charge:

The Connection Charge shall be the actual costs of material and labour to install the water service to the property line. The customer must install a water meter supplied by the Township of North Huron at the customer's expenses.

The Consumption Costs, Watermain Frontage Cost, Capital Charge or Infrastructure Recovery Fee and Connection Charge shall be the responsibility of the Municipality of Morris-Turnberry and shall be recovered from the owners or tenants of the affected properties by Morris-Turnberry.

Hydrant Charge:

The Hydrant Charge shall be \$400 per hydrant per annum for hydrants entirely servicing Morris-Turnberry and \$200 per hydrant per annum for hydrants along shared border of Morris-Turnberry and North Huron.

2. Sewer Rate**Residential Rates:**

The monthly sewage rate for authorized Morris-Turnberry sanitary sewer connections shall be at 1.5 times the standard residential North Huron sewer rate plus 100% of the normal North Huron capital reserve rate.

Capital Reserve:

A capital reserve will be added to all Residential, Commercial, Industrial and Institutional properties, at the same rate as the water capital reserve.

Capital Charge or Infrastructure Recovery Fee:

There is a one-time Capital Charge or Infrastructure Recovery Fee of \$3,500.00 per Capacity Assignment (residential house or equivalent). Without limiting the generality of the main body of this Agreement, North Huron shall have the authority to amend the Capital Charge or Infrastructure Recovery Fee from time to time, without notice and in its sole discretion, based on the opinion of a duly qualified professional engineer with respect to the annual average, peak usage and proportionate share of replacement capacity, or in accordance with a Development Charges By-law enacted by North Huron.

Commercial, Institutional and Industrial Rates:

Significant Commercial, Institutional and Industrial Rates, including capital reserve, will be negotiated to the satisfaction of North Huron on an individual basis.

Connection Charge:

The Connection Charge shall be the actual costs of material and labour to install the sewer service to the property line.

The Capital Charge or Infrastructure Recovery Fee, the Connection Charge and the User Fee shall be the responsibility of the Municipality of Morris-Turnberry and shall be recovered from the owners or tenants of the affected properties by Morris-Turnberry.

Sewage Rates for Wescast Industries

The negotiated percentage sewage charge for Wescast Industries will be 50% of the applicable metered Water Rate or 1.5 times the out of town flat sewage rate, whichever is greater, plus a capital reserve charge of 100% of the applicable water capital reserve per inch of service.

<u>Roll Number</u>	<u>Owner</u>	<u>Property Description</u>	<u>Capacity Assignment (m³)</u>
40 60 540 001 00940	Wescast Industries Inc.	Con 1 Pt Lots 7, 8, 9, 10 AS RP 22R4246 Parts 1 & 2	654

Sewage Rates for MacGowan Nursing Home

The sewage charge for the MacGowan Nursing Home will be based on the equivalent of twenty-five homes times the out of town flat sewage rate plus a capital reserve charge of 100% of the applicable water capital reserve per inch of service.

SCHEDULE F

MORRIS TURNBERRY PARTNERSHIP AGREEMENT

Annually, during the term of this Agreement, Morris Turnberry's shall contribute to North Huron services in accordance with Clause 3 c) of the Township's Cross Border Servicing Policy which states that Cross Border Agreements shall contain;

"Provisions which recognize ongoing partnership between the receiving municipality and the Township of North Huron including;

- i. A requirement for the receiving municipality to contribute annually to other Township of North Huron services or programs which may include but not be limited to recreation, cemeteries, libraries, day care centres, airport, economic development, etc., as mutually agreed by the Parties; and/or
- ii. A requirement for the receiving municipality to share taxation revenue resulting from the proposed development, as mutually agreed by the Parties; and/or,
- iii. Other financial contributions, as mutually agreed by the Parties."

Morris Turnberry shall contribute annually to the following North Huron Services;

- ☐ Westcast Community Centre \$70,000
- ☐ Blyth Community Centre \$16,000
- ☐ Cemeteries \$25,000

North Huron reserves the right to request an amendment to this Schedule in conjunction with new servicing requests from Morris Turnberry.

**THE CORPORATION OF THE
TOWNSHIP OF NORTH HURON
BY-LAW NO. 28-2017**

TO AMEND BY-LAW NO. 01-2017

**A BY-LAW TO APPOINT STATUTORY OFFICIALS
TO THE CORPORATION OF THE TOWNSHIP OF NORTH HURON**

WHEREAS The Municipal Act, 2001, authorizes municipal councils to pass by-laws for appointing such officials and servants as may be necessary for the purposes of the Corporation, or for carrying into effect the provisions of any Act of the Legislature or By-law of Council;

AND WHEREAS the Council of the Township of North Huron deems it expedient to appoint said officials to act on behalf of the Corporation of the Township of North Huron;

AND WHEREAS the Council of the Township of North Huron has implemented job descriptions for certain positions with the municipality;

THEREFORE, the Council of the Corporation of the Township of North Huron ENACTS as follows:

THAT:

1. Persons, as set out in Schedule “A” attached hereto, are hereby appointed and shall hence forth hold the position, until amended.
2. Persons, as set out in Schedule “B” attached hereto, are hereby appointed for a term ending December 31, 2019.
3. Schedule “A” and Schedule “B” of this By-law may be amended by Resolution of Council.
4. By-law No. 01-2017 is hereby repealed.
5. This By-law shall come into force and takes effect on the date of its final passing.

READ A FIRST AND SECOND TIME THIS 3RD DAY OF APRIL, 2017.

READ A THIRD TIME AND PASSED THIS 3Rd DAY OF APRIL, 2017.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Kathy Adams

SCHEDULE “A”

BY-LAW NO. 28-2017

CAO/DEPUTY CLERK	Sharon Chambers
DIRECTOR OF CORPORATE SERVICES/CLERK	Kathy Adams
DIRECTOR OF FINANCE/TREASURER	Donna White
DIRECTOR OF PUBLIC WORKS	Jeff Molenhuis
DIRECTOR OF RECREATION & FACILITIES	Pat Newson
DIRECTOR OF FIRE & EMERGENCY SERVICES/ FIRE CHIEF	Ryan Ladner
CHIEF BUILDING OFFICIAL/ PROPERTY STANDARDS/ BY-LAW ENFORCEMENT OFFICER	Kirk Livingston
CHIEF OF POLICE	Tim Poole
CHIEF OPERATOR – WATER & WASTE WATER - OPERATOR IN CHARGE	John Graham Veolia Water
FIRE PREVENTION OFFICER	Ryan Ladner
DEPUTY FIRE CHIEFS	Chad Kregar Matt Townsend
DEPUTY TREASURER	Julie Wheeler
MANAGER OF EMPLOYEE & BUSINESS SERVICES/ DEPUTY CLERK	Richard Al
ANIMAL CONTROL OFFICER	Jim Renwick
WEED INSPECTOR	Dave Pullen
LOTTERY LICENCE OFFICER	Kathy Adams
DIVISION REGISTRAR	Kathy Adams
MUNICIPAL FREEDOM OF INFORMATION & PROTECTION OF PRIVACY	Kathy Adams
TOWNSHIP DRAINAGE SUPERINTENDENT	Dietrich Engineering
TOWNSHIP AUDITORS	Vodden, Bender & Seebach

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON
BY-LAW NO. 29-2017**

TO AMEND BY-LAW NO. 19-2015

A By-law respecting Construction, Demolition and Change of Use Permits and Inspections

WHEREAS Section 7 of the Building Code Act, S.O. 1992, C.23, as amended, empowers municipal councils to pass By-laws respecting construction, demolition and change of use permits and inspections;

AND WHEREAS Section 35 of the Building Code Act, S.O. 1992, C.23, as amended provides that the Act and the Building Code, as amended supersede all municipal By-laws respecting the construction or demolition of buildings;

AND WHEREAS Section 3(1) of the Building Code Act, S.O. 1992, C.23, as amended provides that the council of each municipality is responsible for the enforcement of this Act in the municipality;

AND WHEREAS Section 3(2) of the Building Code Act, S.O. 1992, C.23, as amended provides that the council of each municipality shall appoint a Chief Building Official and such inspectors as are necessary for the enforcement of this Act in the areas in which the municipality has jurisdiction;

AND WHEREAS all fees as per this By-law shall be in accordance with the Schedules to the Township of North Huron By-law to establish the rates, fees and charges for various services provided by the Township of North Huron, as amended;

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

1. That the Corporation of the Township of North Huron hereby adopts the list of classes and fees in the attached, Schedule "A" - Building Classes and Fees;
2. That Schedule "A", as attached, replaces Schedule "A" – Building Classes and Fees; to By-law No.19-2015;
3. That this By-law shall come into full force and effect upon its final passage;

READ A FIRST AND SECOND TIME THIS 3RD DAY OF APRIL, 2017.

READ A THIRD TIME AND PASSED THIS 3RD DAY OF APRIL, 2017.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Kathy Adams

SCHEDULE "A" TO BY-LAW NO. 19-2015 AS AMENDED BY BY-LAW NO. 29-2017
BUILDING CLASSES & FEES

Classification	
	Fees
Year	2017
Single Family Residential & Additions	
per square foot	\$ 0.75
unfinished basement	\$ 0.35
plus finished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Accessory Buildings - Residential	
per square foot	\$ 0.40
base fee in addition to square foot fee	\$ 100.00
Residential - Renovations	
per square foot	\$ 0.60
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Multi-Residential	
per square foot	\$ 0.75
plus finished or unfinished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Mobile Homes	
per square foot	\$ 0.75
plus finished or unfinished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Commercial / Industrial / Institutional	
per square foot	\$ 0.70
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 200.00
Commercial / Industrial / Institutional - Additions & Renovations	
per square foot	\$ 0.60
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Commercial / Industrial / Institutional - Accessory	
per square foot	\$ 0.50
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Farm Buildings - Housing Livestock	
per square foot	\$ 0.25
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Farm Buildings for other than Housing Livestock	
per square foot	\$ 0.25
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Agricultural - Additions & Renovations	
per square foot	\$ 0.25
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
All Tarped Structures	
per square foot	\$ 0.20
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00

SCHEDULE "A" TO BY-LAW NO. 19-2015 AS AMENDED BY BY-LAW NO. 29-2017
BUILDING CLASSES & FEES

Classification	
	Fees
Year	2017
Tent or Tents occupying an area (>60 sq m)	\$ 120.00
Manure Storage Facilities	
per square foot	\$4.70 / lineal foot
base fee in addition to square foot fee	\$ 100.00
Solid	
Liquid	
Bunkers & Tower Silos	
per \$1000 of value of work	\$ 280.00
base fee in addition to square foot fee	\$ 350.00
Granary	
Per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Swimming Pools	
Above Ground - flat fee	\$ 100.00
In ground - flat fee	\$ 100.00
Solid Fuel Burning Appliances-Woodstoves-Chimneys	
per \$1000 of value of work	
base fee in addition to value of work fee	\$ 150.00
Decks, Balconies and Porches	
per square foot	\$ 0.35
Minimum Permit fee	\$ 100.00
All Alternate Energy Projects - (Wind/Solar etc.)	
per \$1000 of value of work	\$ 15.00
per square foot	
Base fee in addition to value of works fee	\$ 100.00
Solar power project under 10kw. - Flat Rate	
Septic/Sewage System Permits	
Permit - Class 2 & 3	\$ 425.00
Permit - Class 4 & 5	\$ 450.00
Permit - Tank Repair only or Leaching bed repair	\$ 250.00
Greenhouse	
per square foot	\$ 0.18
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Plumbing Permit	\$5.00 per fixture unit
Transfer of Permit	
Occupancy Permit	\$ 100.00
Any Construction started without a permit	4 times original
Minimum Permit fee	\$ 100.00
Temporary Structure (Temporary Dwelling)	
Change of Use	\$ 200.00
Demolition	
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 150.00
Zoning Certificates	\$ 80.00
Moving Permit	\$ -
Property Inquiry / File Search	\$ -
Copy of Permits/Application	\$ 80.00
Any other Building or Structure Not Included	\$100 + \$10 / 1,000 value
Inspection Only - No permit	\$75 / hr
Sign Permit	\$ 50.00
Conditional Permit	original permit cost
Inspection Requested and Not Ready	\$ 75.00
Second Dwelling on Residence while building	\$ -
Re-inspection fee	\$ 75.00

**THE CORPORATION OF THE
TOWNSHIP OF NORTH HURON
BY-LAW NO. 30-2017**

**TO AMEND SCHEDULE “C”
TO BY-LAW NO. 09-2017**

**BEING A BY-LAW TO ESTABLISH FEES AND CHARGES FOR
THE TOWNSHIP OF NORTH HURON**

WHEREAS Section 391 (1) of the Municipal Act, S.O. 2001, Chapter 25, provides that a Municipality and a local board may pass by-laws imposing fees and charges for services or activities provided;

AND WHEREAS the Municipal Council of the Corporation of the Township of North Huron deems it expedient to establish fees in the Township of North Huron;

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

1. THAT The Corporation of the Township of North Huron hereby adopts the list of fees and charges in the attached –
Schedule “C” - Building Classes and Fees, and
Schedule “L” - Fire & Emergency Services Fees
to By-law No. 09-2017;
2. THAT Schedule “C”, as attached, replaces Schedule “C” to By-law No. 09-2017;
3. THAT Schedule “L” as attached, replaces Schedule “L” to By-law No. 09-2017;
4. THAT this By-law shall come into full force and effect upon its final passage;

READ A FIRST AND SECOND TIME THIS 3RD DAY OF APRIL, 2017.

READ A THIRD TIME AND PASSED THIS 3RD DAY OF APRIL, 2017.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Kathy Adams

SCHEDULE "A" TO BY-LAW NO. 19-2015 AS AMENDED BY BY-LAW NO. 29-2017
BUILDING CLASSES & FEES

Classification	
	Fees
Year	2017
Single Family Residential & Additions	
per square foot	\$ 0.75
unfinished basement	\$ 0.35
plus finished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Accessory Buildings - Residential	
per square foot	\$ 0.40
base fee in addition to square foot fee	\$ 100.00
Residential - Renovations	
per square foot	\$ 0.60
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Multi-Residential	
per square foot	\$ 0.75
plus finished or unfinished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Mobile Homes	
per square foot	\$ 0.75
plus finished or unfinished basement	\$ 0.35
plus attached garage	\$ 0.40
base fee in addition to square foot fee	\$ 200.00
Commercial / Industrial / Institutional	
per square foot	\$ 0.70
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 200.00
Commercial / Industrial / Institutional - Additions & Renovations	
per square foot	\$ 0.60
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Commercial / Industrial / Institutional - Accessory	
per square foot	\$ 0.50
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Farm Buildings - Housing Livestock	
per square foot	\$ 0.25
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Farm Buildings for other than Housing Livestock	
per square foot	\$ 0.25
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Agricultural - Additions & Renovations	
per square foot	\$ 0.25
per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
All Tarped Structures	
per square foot	\$ 0.20
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00

SCHEDULE "A" TO BY-LAW NO. 19-2015 AS AMENDED BY BY-LAW NO. 29-2017
BUILDING CLASSES & FEES

Classification	
	Fees
Year	2017
Tent or Tents occupying an area (>60 sq m)	\$ 120.00
Manure Storage Facilities	
per square foot	\$4.70 / lineal foot
base fee in addition to square foot fee	\$ 100.00
Solid	
Liquid	
Bunkers & Tower Silos	
per \$1000 of value of work	\$ 280.00
base fee in addition to square foot fee	\$ 350.00
Granary	
Per \$1000 of value of work	\$ 10.00
base fee in addition to value of work fee	\$ 100.00
Swimming Pools	
Above Ground - flat fee	\$ 100.00
In ground - flat fee	\$ 100.00
Solid Fuel Burning Appliances-Woodstoves-Chimneys	
per \$1000 of value of work	
base fee in addition to value of work fee	\$ 150.00
Decks, Balconies and Porches	
per square foot	\$ 0.35
Minimum Permit fee	\$ 100.00
All Alternate Energy Projects - (Wind/Solar etc.)	
per \$1000 of value of work	\$ 15.00
per square foot	
Base fee in addition to value of works fee	\$ 100.00
Solar power project under 10kw. - Flat Rate	
Septic/Sewage System Permits	
Permit - Class 2 & 3	\$ 425.00
Permit - Class 4 & 5	\$ 450.00
Permit - Tank Repair only or Leaching bed repair	\$ 250.00
Greenhouse	
per square foot	\$ 0.18
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 100.00
Plumbing Permit	\$5.00 per fixture unit
Transfer of Permit	
Occupancy Permit	\$ 100.00
Any Construction started without a permit	4 times original
Minimum Permit fee	\$ 100.00
Temporary Structure (Temporary Dwelling)	
Change of Use	\$ 200.00
Demolition	
per \$1000 of value of work	
base fee in addition to square foot fee	\$ 150.00
Zoning Certificates	\$ 80.00
Moving Permit	\$ -
Property Inquiry / File Search	\$ -
Copy of Permits/Application	\$ 80.00
Any other Building or Structure Not Included	\$100 + \$10 / 1,000 value
Inspection Only - No permit	\$75 / hr
Sign Permit	\$ 50.00
Conditional Permit	original permit cost
Inspection Requested and Not Ready	\$ 75.00
Second Dwelling on Residence while building	\$ -
Re-inspection fee	\$ 75.00

**SCHEDULE “L”
By-Law No. 09-2017**

Fire and Emergency Services Fees

EMERGENCY SERVICES	FEE
<p>1. For attending the scene of a motor vehicle collision:</p> <p>(a) Involving dangerous goods (as defined under the Dangerous Goods Act) and/or vehicles with a gross weight over 11,000kg Or</p> <p>(b) Where the fire department provided medical, extrication, fire suppression, spill mitigation or site clean-up services</p>	<p>(a) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call</p> <p>(b) Current MTO rate per hour per vehicle plus personnel costs plus any additional costs to for each and every call</p>
2. For response to incidents involving the release, or potential release, of dangerous goods (not covered under 1.)	Current MTO rate per hour per vehicle plus personnel costs plus any additional for each and every call
3. For fire department response fees/Indemnification Technology®.	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call
<p>4. For responding to false alarms from an automatic alarm system:</p> <p>(a) first false alarm in any 12 month period</p> <p>(b) second false alarm in any 12 month period</p> <p>(c) third and subsequent false alarms in any 12 month period</p>	<p>(a) Nil</p> <p>(b) Warning Letter</p> <p>(c) Current MTO rate per occurrence</p>
5. For responding to an open air burn by-law violation as outlined in North Huron by-law	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call
6. For attending an incident at a property where no locate was obtained or where requirements of the locate had not been followed:	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call
7. For providing a Fire Watch on a premises as required under the Ontario Fire Code	Current MTO rate per hour per vehicle plus personnel costs plus any additional costs for each and every call
8. For repair or replacement of any fire department or municipal items consumed, dispensed, damaged or destroyed during the course of incidents in 1. through 6. above.	<p>Cost plus \$25 for repair or replacement of items valued at under \$500 each.</p> <p>Cost plus 15% for all items valued at over \$500 each.</p>
9. For recovery of costs invoiced to the fire department or municipality for any goods or services provided during the course of incidents in 1. through 6. above.	Cost plus \$25 for invoices under \$500, and cost plus 15% for invoices over \$500.
10. SCBA Cylinder Refills	\$10/cylinder
11. Request for fire incident report from a non-government agency.	\$101 per report

SCHEDULE “L”
By-Law No. 09-2017
(con’t)

NON-EMERGENCY SERVICES	FEE
1. Inspection – Residential and Ontario Building Code Group C Occupancies (a) Residential single unit dwelling (b) Residential multi unit dwelling (c) Follow up meetings or inspections	(a) \$101.00 (b) \$126 plus \$25 per unit (c) \$25 per half hour or part thereof
2. Inspection – Ontario Building Code Group B,D,E, and F Occupancies (a) up to 10,000 square feet (b) every additional 2,500 (c) follow up meetings or inspections	(a) \$126 (b) \$25 (c) \$25 per half hour or part thereof
3. Inspection - Tent or Marquee (a) Where Fire Code inspection is required or requested. Includes the review of the safety plan and provides written response. (b) Community Affiliate Group Rate	(a) \$126 (b) \$88.20
4. Plans Review Review of construction plans	\$25 per half hour or part thereof
5. Fire Safety Plan (a) Request to review a fire safety plan (b) Request to review a fire safety plan and provide written response	(a) \$0 (b) \$101
6. Propane Risk & Safety Management Plan (RSMP) Review	\$25 per half hour or part thereof
7. Fire Drill Attendance (a) Attend (b) Attend and provide written response	(a) \$0 (b) \$51
8. Other services required For recovery of costs invoiced to the fire department or municipality for any goods or services provided for fire inspection or prevention services	Cost plus \$25 for invoices under \$500, and cost plus 15% for invoices over \$500
9. Request for fire inspection report(s) from a non-government agency.	\$126

THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 31-2017

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

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

1. The actions of the Council of the Corporation of the Township of North Huron at its meeting on April 3, 2017, be confirmed.
2. Execution by the Reeve and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its final passing.

READ A FIRST AND SECOND TIME this 3rd day of April, 2017.

READ A THIRD TIME AND FINALLY PASSED this 3rd day of April, 2017.

Neil Vincent, Reeve

SEAL

Kathy Adams, Clerk