

THE TOWNSHIP OF NORTH HURON  
COUNCIL AGENDA



Date: Tuesday, September 5, 2017  
Time: 7:00 p.m.  
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

Pages

1.	CALL TO ORDER	
1.1	Introduction of CAO, Dwayne Evans	
2.	CONFIRMATION OF THE AGENDA	
	<i>THAT the Council of the Township of North Huron; accept the Agenda for the September 5th, 2017 Council Meeting; as presented.</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;</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 August 21, 2017	8
4.2	Reports	
4.2.1	Bills and Accounts	14
4.2.2	Clerks Department Report 09-05-17 (Department Update)	27
4.2.3	Corporate Services Department Report 09-05-17 (2017 Museum Summer Student Report)	29
4.2.4	Recreation and Facilities Report 09-05-17 (Department Update)	31
4.2.5	Public Works Report 09-05-17 (Department Update)	35
4.2.6	Public Works Report 09-05-17 (LAS Realterm Energy LED Streetlight Project)	41
4.3	Correspondence	78
4.3.1	Johnston Municipal Drain - 2017	79
	Notice of the Reading of the report to be held on September 5th, 2017 at 8:15 pm in the Morris-Turnberry Council Chambers. One member from North Huron Council to be appointed to attend reading of the report and to sit on the Court of Revision tentatively to be held October 3rd, 2017.	

*THAT the Council of the Township of North Huron hereby appoint \_\_\_\_\_ to represent the Township of North Huron at the Johnston Municipal Drain 2017 Meeting scheduled for September 5th, 2017 as well as sit on the Court of Revision for the Johnston Municipal Drain 2017 scheduled for October 3rd, 2017.*

4.3.2 Patrick Brown, MPP Simcoe North re Joint and Several Liability 81

4.3.3 Royal Oaks Health and Wellness Centre - Community Hub Meeting 82

5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

5.1 Court of Revision - Sturdy Municipal Drain Branch 'F' - 2017

*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 Sturdy Municipal Drain Branch 'F' - 2017.*

*THAT The Council of the Township of North Huron reconvene the Regular Council meeting at ... p.m.*

5.2 Planning Advisory Committee Meeting

Zoning By-law Amendment, Part Lot 10, Concession 1, Blyth Ward, Township of North Huron (237 King Street) Owner & Applicant: Blyth Arts & Cultural Initiative 14/19

*THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at ... p.m. to enter a Planning Advisory Committee meeting.*

*THAT The Council of the Township of North Huron reconvene the Regular Council meeting at ... p.m.*

*THAT the Council of the Township of North Huron hereby accept the recommendation of the Planning Advisory Committee; that the amendment to zoning, as it applies to Part Lot 10, Concession 1, Blyth Ward, Township of North Huron (237 King Street), changing the zoning to 'Community Facility – Special Zone (CF-5)' from 'Community Facility (CF)'; be approved.*

6. REPORTS

6.1 Clerks Department

6.1.1 Consent Application Report - B29-2017 83

Owner: Kevin and Kerrie Dunn  
Applicant: Douglas A. Culbert  
Property Description: Part Lot 4, Concession 1, Wingham Ward, Township of North Huron (208 Victoria Street East)

*THAT the Council of the Township of North Huron hereby recommends approval of the Consent Application File #B29-2017, Owner: Kevin and Kerri Dunn; Applicant: Doug Culbert OLS; Part Lot 4, Concession 1, Wingham Ward, Township of North Huron (208 Victoria Street East) with the following conditions:*

***Expiry Period***

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

***Municipal Requirements***

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

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

***Survey***

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

- 1. a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and*
- 2. a reference plan based on the approved survey*

***Merging***

*✓ The severed land merge on title with the abutting property to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.*

*✓ A firm undertaking be provided to the satisfaction of the County from the solicitor acting for the parties, indicating that:*

- 1. the severed land and the abutting property to the east will be consolidated into one P.I.N. under the Land Titles system; or*
- 2. where consolidation is not possible as the parcels to be merged are registered in two different systems (e.g. the Registry or Land Titles system), a notice will be registered in both systems indicating that the parcels have merged with one another and are considered to be one parcel with respect to Section 50 (3) or (5) of the Planning Act, R.S.O. 1990, C P.13 as amended.*

*✓ Section 50(3) or (5) of the Planning Act, RSO 1990, as amended, applies to any subsequent conveyance or transaction of the severed land.*

***Other***

*✓ A fence along the west lot line be constructed to the satisfaction of the Township.*

6.1.2	Welcome to Blyth Sign Agreement	96
	<i>THAT the Council of the Township of North Huron hereby authorizes the Reeve and Clerk to sign a Sign Agreement with WVRH Holdings Inc. o/a Huron Tractor for the “Welcome to Blyth” sign located on Queen Street, Village of Blyth;</i>	
	<i>AND FURTHER THAT the Clerk be instructed to prepare a by-law to adopt the Sign Agreement by By-law at the September 18<sup>th</sup>, 2017 Council Meeting.</i>	
6.2	Corporate Services Department	
6.3	Finance Department	
6.4	Recreation and Facilities Department	
6.4.1	Blyth Rail Trail Overpass on Greenway Trail	101
	<i>THAT the Council of the Township of North Huron hereby accept the report of the Director of Recreation and Facilities for information purposes;</i>	
	<i>AND FURTHER THAT the Council of the Township of North Huron supports re-opening the Blyth Rail Trail Overpass for one year, and consider the required repairs during the 2018 budget deliberations, and direct staff to discuss with G to G Trail Committee and the Snowmobile Club opportunities for financial support for the repair project.</i>	
6.5	Public Works / Utilities Department	
6.5.1	CCTV and Sewer Flushing Award	105
	<i>THAT the Council of the Township of North Huron hereby received the CCTV &amp; Sewer Flushing Award Report for information purposes;</i>	
	<i>AND FURTHER THAT RFT-2017-007 for the provision of CCTV &amp; Sewer Flushing be awarded to CT Environmental Ltd. at the amount of \$ 95,600.00 excluding HST as attached.</i>	



6.5.2	OCIF Funding Update	114
	<p><i>THAT the Council of the Township of North Huron hereby accepts the OCIF Funding Update Report for information purposes;</i></p> <p><i>AND FURTHER THAT the Council of the Township of North Huron approves a reallocation of the Surface Treatment Project included in the 2017 OCIF Formula based funding program to include a Crack Sealing Project for North Huron up to a maximum of \$ 40,000.00;</i></p> <p><i>AND FURTHER THAT the Council of the Township of North Huron accepts quotations from Terra Nova Paving Inc. and Terrance Waugh o/s Waughtertite for the proposed Crack Sealing Project.</i></p> <p><i>THAT the Council of the Township of North Huron hereby receive the report OCIF Formula Funding Application Endorsement and Pre-Budget Approvals for information;</i></p> <p><i>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;</i></p> <p><i>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.</i></p>	
6.6	Fire Department of North Huron	
6.7	Building Department	
6.8	CAO	
6.8.1	CAO Update / Police Service Costing	116
	<p><i>THAT the Council of the Township of North Huron hereby receive this report for information, and instruct staff to advertise the upcoming meeting scheduled to take place September 25th, 2017 at 7:00pm in the Wingham Town Hall Theatre, at which time representatives from the OPP will present a Police Service Costing to service the Town of Wingham. Members of the public are welcome to attend and hear the presentation.</i></p>	
7.	<b>CORRESPONDENCE</b>	
7.1	Wingham & District Hospital Foundation request to formally proclaim November 28, 2017 as GivingTuesday in the Township of North Huron.	118
	<p><i>THAT the Council of the Township of North Huron hereby supports the Reeve in proclaiming November 28, 2017 as Giving Tuesday.</i></p>	
7.2	Huron County Economic Development Board - Partnering together in Growing Success	120
	<p><i>THAT the Council of the Township of North Huron hereby directs the Clerk to request the Huron County Economic Development Board to attend as a delegation, an upcoming Council Meeting to present details of the Growing Success Project.</i></p>	

8.	COUNCIL REPORTS	
8.1	REEVE ACTIVITY REPORT	
8.1.1	Float Your Thing Event - Howson Dam	131
	<i>THAT the Council of the Township of North Huron does not sanction or support the proposed "Float Your Thing" event as advertised on Facebook by the Howson Dam Committee to be held September 10th, 2017 from 1:00pm to 3:00pm.</i>	
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 81-2017	132
	Being a by-law to amend the zoning on Part Lot 10, Concession 1, Blyth Ward, Township of North Huron (237 King Street), changing the zoning to 'Community Facility – Special Zone (CF-5)' from 'Community Facility (CF)'.	
	<i>THAT By-law No. 81-2017; being a by-law to amend the zoning on Part Lot 10, Concession 1, Blyth Ward, Township of North Huron (237 King Street), changing the zoning to 'Community Facility – Special Zone (CF-5)' from 'Community Facility (CF)'; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.</i>	
11.	ANNOUNCEMENTS	
12.	OTHER BUSINESS	
13.	CLOSED SESSION AND REPORTING OUT	
	<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>	
	<ul style="list-style-type: none"><li><i>A proposed or pending acquisition or disposition of land by the municipality or local board (Wingham property);</i></li><li><i>Personal matters about an identifiable individual, including municipal or local board employees (Administrative Personnel).</i></li></ul>	
	<i>THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at ... pm.</i>	
	<i>THAT the Council of the Township of North Huron hereby confirm the direction given to staff, in Closed Session.</i>	
13.1	Wingham Property	
13.2	Administrative Personnel	

**14. CONFIRMATORY BY-LAW**

- 14.1

By-law No. 82-2017, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

137

*THAT By-law 82-2017; being a by-law to confirm generally previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**15. ADJOURNMENT**

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

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



**Date:** Monday, August 21, 2017  
**Time:** 7:00 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:** Larry McGregor, Interim CAO/Director of Public Works  
Richard Al, Clerk/Manager of IT  
Kathy Adams, Director of Corporate Services/Deputy Clerk  
Donna White, Director of Finance  
Ryan Ladner, Director of Fire and Emergency Services  
**OTHERS PRESENT:** Denny Scott, Citizen  
Colin Burrows, Advance Times

---

**1. CALL TO ORDER**

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

**2. CONFIRMATION OF THE AGENDA**

**M411/17**

**MOVED BY:** B. Vodden

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

*THAT the Council of the Township of North Huron; accept the Agenda for the August 21, 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 August 8, 2017**

**4.2 Reports**

**4.2.1 Bills and Accounts**

**4.2.2 Finance Report 08-21-17 (Department Update)**

**4.2.3 Fire and Emergency Services Report 08-21-17 (Department Update)**

**4.2.4 CAO Report 08-21-17 (Activity Report)**

**4.3 Correspondence**

**4.3.1 2017 AMO Human Services Symposium 2.0**

**4.3.2 Sturdy Municipal Drain Branch 'F' - 2017 Notice of Sitting of Court of Revision September 5, 2017**

**4.3.3 Municipal GHG Challenge Fund**

**M412/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby adopts Consent Item 4.1.1;*

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

**CARRIED**

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

**6. REPORTS**

**6.1 Clerks Department**

**6.1.1 Blyth BIA 2017 Board of Management and Executive**

**M413/17**

**MOVED BY:** B. Knott

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby approve the election of the 2017 Blyth BIA Board of Management and the appointment of the BIA Executive Committee.*

**CARRIED**

6.1.2 Wingham BIA 2017 Board of Management and Executive

**M414/17**

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

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby approve the election of the 2017 Wingham BIA Board of Management and the appointment of the BIA Executive Committee.*

**CARRIED**

6.2 Corporate Services Department

6.3 Finance Department

6.4 Recreation and Facilities Department

6.5 Public Works / Utilities Department

6.6 Fire Department of North Huron

6.7 Building Department

6.8 CAO

**7. CORRESPONDENCE**

7.1 Minister of Municipal Affairs - Request for feedback regarding exemption to Modernizing Ontario's Municipal Legislation Act, 2017 endorsement requirement

**M415/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron hereby direct the Clerk to send a response to the Minister of Municipal Affairs, indicating that it is Council's position;*

- 1. That the requirement for potential candidates to be endorsed by 25 electors for the 2018 Municipal Election would be a concern in the Township of North Huron.*
- 2. That the number of electors in a municipality that would be an appropriate threshold for an exemption to apply would be 5000.*

**CARRIED**

**8. COUNCIL REPORTS****8.1 REEVE ACTIVITY REPORT**

Reeve Vincent reported attending the AMO conference along with Councillor Knott and Deputy Reeve Campbell on August 13 to 16, 2017.

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

Councillor Seip noted that volunteers are still required on Friday August 25 between 8:00am and 5:00pm to assist with the installation of playground equipment at the Maitland River Elementary School.

Deputy Reeve Campbell reported attending various sessions on rural topics at the AMO conference.

Councillor Knott reported also attending the AMO conference and noted attending a session on renewable resources that may present opportunities in North Huron. Councillor Knott further noted that the implementation of cap and trade and proposed minimum wage increases are presenting challenges in the agriculture industry.

Reeve Vincent and Councillor Knott provided some details regarding the renewable resources session which they both attended at the AMO conference.

**8.3 REQUESTS BY MEMBERS****9. NOTICE OF MOTION****10. BY-LAWS****10.1 By-law No. 79-2017**

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Lease Agreement with the Avon Maitland District School Board for a Before After School Program.

**M416/17**

**MOVED BY:** B. Vodden

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

*By-law No. 79-2017; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Lease Agreement with the Avon Maitland District School Board for a Before and After School Program; 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**

- 12.1 Support for Appointment of CAO as Administrative Member to OSUM Executive Committee

**M417/17**

**MOVED BY:** B. Knott

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby supports the appointment of the CAO of the Township of North Huron, Dwayne Evans, as an administrative member to the OSUM Executive Committee effective September 5, 2017 and recommends the OSUM Executive Committee confirm acceptance of the Township of North Huron CAO as an administrative member effective September 5, 2017;*  
*AND FURTHER THAT associated expenses to attend OSUM Executive Committee meetings approximately three times per year be reimbursed to the CAO.*

**CARRIED**

**13. CLOSED SESSION AND REPORTING OUT**

**14. CONFIRMATORY BY-LAW**

- 14.1 By-law No. 80-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.

**M418/17**

**MOVED BY:** R. Hallahan

**SECONDED BY:** T. Seip

*THAT By-law 80-2017; being a by-law to confirm generally 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**

**M419/17**

**MOVED BY:** T. Seip

**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 7:36 pm.*

**CARRIED**

---

Neil Vincent, Reeve

---

Richard Al, Clerk

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 044343 Date 08/31/2017 Amount 2,984.51</b>				
003066 COMPUGEN INC	4010243	08/04/2017	BACK-UP FOR COMPUTERS	2,984.51
		Invoice Count	1 Total	2,984.51
<b>Cheque 044344 Date 08/31/2017 Amount 1,051.84</b>				
000885 DEAN'S VALU-MART	641-3508	05/09/2017	DAY CARE- ALUM POWDER	25.96
000885 DEAN'S VALU-MART	641-8398	08/14/2017	EL- FOOD SUPPLIES	112.57
000885 DEAN'S VALU-MART	641-6237-2017	08/16/2017	DAY CARE- FOOD SUPPLIES	29.19
000885 DEAN'S VALU-MART	641-7895	08/21/2017	DAY CARE- FOOD SUPPLIES	115.52
000885 DEAN'S VALU-MART	641-9606	08/21/2017	BA-SH- FOOD SUPPLIES	165.61
000885 DEAN'S VALU-MART	641-9634	08/21/2017	DAY CARE- FOOD SUPPLIES	319.41
000885 DEAN'S VALU-MART	641-0143	08/24/2017	DAY CARE- FOOD SUPPLIES	283.58
		Invoice Count	7 Total	1,051.84
<b>Cheque 044345 Date 08/31/2017 Amount 25.00</b>				
004712 ELIZABETH WHITE	451837	08/21/2017	REC-REFUND- UNABLE TO A	25.00
		Invoice Count	1 Total	25.00
<b>Cheque 044346 Date 08/31/2017 Amount 537.00</b>				
002993 HANOVER PARKS, RECREATION & CUL	172879	08/09/2017	AQUATICS- SWIM AWARDS	537.00
		Invoice Count	1 Total	537.00
<b>Cheque 044347 Date 08/31/2017 Amount 96.05</b>				
000256 HAROLD METCALFE	333	08/14/2017	CEMETERY- DIG GRAVE	96.05
		Invoice Count	1 Total	96.05
<b>Cheque 044348 Date 08/31/2017 Amount 135.60</b>				
004717 JOHNSTONE & COWLING MANAGEMEN	9-13-14-2017	08/29/2017	POLICE- SERVICES MEETING	135.60
		Invoice Count	1 Total	135.60
<b>Cheque 044349 Date 08/31/2017 Amount 25.00</b>				
004711 JULIE VAN NIEKERK	451883	08/22/2017	REC- REFUND- CANCELLED	25.00
		Invoice Count	1 Total	25.00
<b>Cheque 044350 Date 08/31/2017 Amount 533.80</b>				
000422 MIDWESTERN EQUIPMENT	27838	07/31/2017	PW- DOOR FOR KUBOTA	533.80
		Invoice Count	1 Total	533.80
<b>Cheque 044351 Date 08/31/2017 Amount 565.00</b>				
004618 OVER YONDER AERIALS- ROB BOYCE	82	05/20/2017	MEM HALL- EVENT PHOTOGR	565.00
		Invoice Count	1 Total	565.00
<b>Cheque 044352 Date 08/31/2017 Amount 2,252.60</b>				
003138 OWEN SOUND POLICE SERVICES	3130-17	08/11/2017	POLICE- DISPATCH SERVICE	2,252.60
		Invoice Count	1 Total	2,252.60

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 044353 Date 08/31/2017 Amount 25.01</b>				
000520 PUROLATOR COURIER LTD	435385946	07/28/2017	POLICE- COURIER SERVICE	17.63
000520 PUROLATOR COURIER LTD	435448523	08/04/2017	POLICE- COURIER SERVICE	7.38
		Invoice Count	2 Total	25.01
<b>Cheque 044354 Date 08/31/2017 Amount 179.00</b>				
000508 RX DRUG MART I.D.A.	125 51641	07/31/2017	REC PROG- SUN SCREEN, PE	66.83
000508 RX DRUG MART I.D.A.	78588	08/02/2017	REC PROGRAM- PICTURES	27.48
000508 RX DRUG MART I.D.A.	3199 75196	08/15/2017	DAY CARE- INSECT REPELLE	56.45
000508 RX DRUG MART I.D.A.	3296 85371	08/15/2017	REC PROG- B & L RENU	28.24
		Invoice Count	4 Total	179.00
<b>Cheque 044355 Date 08/31/2017 Amount 162.93</b>				
002640 SCHMIDT'S POWER EQUIPMENT	28434	08/14/2017	P/W- TRIMMER STRING	60.91
002640 SCHMIDT'S POWER EQUIPMENT	24864	08/16/2017	CEMETERY- PARTS FOR TRII	64.59
002640 SCHMIDT'S POWER EQUIPMENT	24892	08/18/2017	P/W- PARTS FOR GRASS TRII	37.43
		Invoice Count	3 Total	162.93
<b>Cheque 044356 Date 08/31/2017 Amount 5,649.83</b>				
004716 TERRA NOVA PAVING INC	1121	08/24/2017	P/W- ROADS SURFACE TREA	5,649.83
		Invoice Count	1 Total	5,649.83
<b>Cheque 044357 Date 08/31/2017 Amount 814.10</b>				
000642 THE CITIZEN	92505	07/31/2017	JULY ADVERTISING	814.10
		Invoice Count	1 Total	814.10
<b>Cheque 044358 Date 08/31/2017 Amount 343.17</b>				
004391 THOMSON REUTERS CANADA	8336946	08/03/2017	POLICE- 2018 CRIMINAL COD	204.45
004391 THOMSON REUTERS CANADA	8342103	08/09/2017	POLICE- ONTARIO PROV OFF	138.72
		Invoice Count	2 Total	343.17
<b>Cheque 044359 Date 08/31/2017 Amount 339.00</b>				
000691 WIGHTMAN TELECOM	12014700-08-17	08/10/2017	COMPLEX- SECURITY MONIT	339.00
		Invoice Count	1 Total	339.00
<b>Cheque 044360 Date 08/31/2017 Amount 18.00</b>				
004714 WILLIAM J. L. STEVENSON	8-8-2017	08/08/2017	MUSEUM- MILEAGE	18.00
		Invoice Count	1 Total	18.00
<b>Cheque 044361 Date 08/31/2017 Amount 150.00</b>				
000717 WINGHAM REGIONAL SILVER STICK	8-14-2017	08/14/2017	EC DEV - SPONSORSHIP AD	150.00
		Invoice Count	1 Total	150.00
Report Total				15,887.44

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 004831 Date 08/31/2017 Amount 2,363.97</b>				
000073 B M ROSS AND ASSOCIATES LTD	13351-W	08/08/2017	WATER- WATER MASTER PL/	2,363.97
			Invoice Count 1 Total	2,363.97
<b>Cheque 004832 Date 08/31/2017 Amount 290.12</b>				
003066 COMPUGEN INC	4010243-W	08/04/2017	WATER- COMPUTER BACKUP	290.12
			Invoice Count 1 Total	290.12
<b>Cheque 004833 Date 08/31/2017 Amount 1,989.93</b>				
004713 KTI LIMITED	103613	08/10/2017	WATER- WATER METER	1,989.93
			Invoice Count 1 Total	1,989.93
<b>Cheque 004834 Date 08/31/2017 Amount 4,752.78</b>				
002512 TOWNSHIP OF NORTH HURON	11258377- TAB-W	07/14/2017	WATER- FOLDERS/LABELS	313.44
002512 TOWNSHIP OF NORTH HURON	1136-2017	08/17/2017	23 ALBERT STREET WELL #4	504.76
002512 TOWNSHIP OF NORTH HURON	1155-2017	08/17/2017	209 WATER STREET- WELL 3	2,025.08
002512 TOWNSHIP OF NORTH HURON	1437-2017	08/17/2017	199 JOHN ST- STANDPIPE- PI	405.02
002512 TOWNSHIP OF NORTH HURON	2895-2017	08/17/2017	201 THUELL ST- PIL	933.90
002512 TOWNSHIP OF NORTH HURON	3988-2017	08/17/2017	7 'A' JORDAN DR- PIL	570.58
			Invoice Count 6 Total	4,752.78
<b>Cheque 004835 Date 08/31/2017 Amount 40,683.47</b>				
001634 VEOLIA WATER CANADA INC	70989-W	08/22/2017	WATER- JULY SERVICES	39,778.99
001634 VEOLIA WATER CANADA INC	71014	08/22/2017	WATER- RECOVERABLE- SEF	904.48
			Invoice Count 2 Total	40,683.47
Report Total				50,080.27

## Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 003369 Date 08/31/2017 Amount 2,363.98</b>				
000073 B M ROSS AND ASSOCIATES LTD	13351-S	08/08/2017	SEWER-WASTEWATER MAST	2,363.98
		Invoice Count	1 Total	2,363.98
<b>Cheque 003370 Date 08/31/2017 Amount 124.36</b>				
003066 COMPUGEN INC	4010243-S	08/04/2017	SEWER- COMPUTER BACKUP	124.36
		Invoice Count	1 Total	124.36
<b>Cheque 003371 Date 08/31/2017 Amount 33,987.56</b>				
002512 TOWNSHIP OF NORTH HURON	1139-2017	08/17/2017	SEWER SYPHON- PIL	82.37
002512 TOWNSHIP OF NORTH HURON	2232-2017	08/17/2017	117 NORTH STREET- PIL	10,344.79
002512 TOWNSHIP OF NORTH HURON	2956-2017	08/17/2017	173 THUELL STREET- PIL	2,900.92
002512 TOWNSHIP OF NORTH HURON	44-2017	08/17/2017	120 JOSEPHINE ST - PIL	11,878.40
002512 TOWNSHIP OF NORTH HURON	4746-2017	08/17/2017	60 LLOYD STREET- PIL	8,781.08
		Invoice Count	5 Total	33,987.56
<b>Cheque 003372 Date 08/31/2017 Amount 23,965.02</b>				
001634 VEOLIA WATER CANADA INC	70989-S	08/22/2017	SEWER- JULY SERVICES	23,965.02
		Invoice Count	1 Total	23,965.02
Report Total				60,440.92

## Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 000861 Date 08/21/2017 Amount 1,820.24</b>				
003224 HURONTEL	10885850-08-17	08/01/2017	EC DEV- CELL PHONE	78.80
003224 HURONTEL	10886810-08-17	08/01/2017	TOWN HALL/PW- PHONE/INTI	637.02
003224 HURONTEL	10886812-08-17	08/01/2017	COMPLEX- PHONE- INTERNE	324.29
003224 HURONTEL	10886813-08-17	08/01/2017	OEY- PHONE/INTERNET	161.14
003224 HURONTEL	10886815-08-17	08/01/2017	AIRPORT- PHONE/INTERNET	96.63
003224 HURONTEL	10886818-08-17	08/01/2017	FIRE- PHONE/FAX/INTERNET	153.63
003224 HURONTEL	10886858-08-17	08/01/2017	POLICE- PHONE/INTERNET	243.54
003224 HURONTEL	10886860-08-17	08/01/2017	PW W- PHONE/INTERNET	96.58
003224 HURONTEL	10886861-08-17	08/01/2017	MUSEUM- PHONE	28.61
Invoice Count 9 Total				1,820.24
<b>Cheque 000862 Date 08/21/2017 Amount 863.80</b>				
000294 HYDRO ONE NETWORKS INC	July 2017-3023	07/31/2017	1662 KWH- AIRPORT	334.70
000294 HYDRO ONE NETWORKS INC	July 2017-0523 H	08/01/2017	47 KWH- 311 HAMILTON STRE	14.63
000294 HYDRO ONE NETWORKS INC	July 2017-1693	08/01/2017	538 KWH- HUTTON ST LIGHTS	118.75
000294 HYDRO ONE NETWORKS INC	July 2017-8461	08/01/2017	231 KWH- AIRPORT LIGHTS	53.33
000294 HYDRO ONE NETWORKS INC	July 2017-8480	08/01/2017	396 KWH-AUBURN ST LIGHTS	90.09
000294 HYDRO ONE NETWORKS INC	July 2017-8882	08/01/2017	896 KWH- HUMPHREY ST LIG	196.21
000294 HYDRO ONE NETWORKS INC	July 2017-7867	08/02/2017	157 KWH- 850 JOSEPHINE ST	56.09
Invoice Count 7 Total				863.80
<b>Cheque 000863 Date 08/21/2017 Amount 2,491.19</b>				
000657 TOWNSHIP OF NORTH HURON WATER	170725	08/01/2017	COMPLEX- WATER/SEWER	742.50
000657 TOWNSHIP OF NORTH HURON WATER	170732	08/01/2017	SPRINKLER PARK-WATER/SE	585.52
000657 TOWNSHIP OF NORTH HURON WATER	170733	08/01/2017	DAY CARE-WATER/SEWER	122.97
000657 TOWNSHIP OF NORTH HURON WATER	170765	08/01/2017	MUSEUM- WATER/SEWER	145.29
000657 TOWNSHIP OF NORTH HURON WATER	170771	08/01/2017	FIRE STN W- WATER/SEWER	139.79
000657 TOWNSHIP OF NORTH HURON WATER	170777	08/01/2017	PW WING- SHED 445 JOSEPH	148.04
000657 TOWNSHIP OF NORTH HURON WATER	171088	08/01/2017	POLICE- WATER/SEWER	138.14
000657 TOWNSHIP OF NORTH HURON WATER	171476	08/01/2017	TOWN HALL- WATER/SEWER	468.94
Invoice Count 8 Total				2,491.19
<b>Cheque 000864 Date 08/23/2017 Amount 1,030.45</b>				
000294 HYDRO ONE NETWORKS INC	July 2017-0983	08/04/2017	2240 KWH- # 8 CAMP ENTRAN	909.59
000294 HYDRO ONE NETWORKS INC	July 2017-1401	08/04/2017	490.6 KWH- 39498 BELGRAVE	120.86
Invoice Count 2 Total				1,030.45
<b>Cheque 000865 Date 08/23/2017 Amount 250.11</b>				
002697 TUCKERSMITH COMMUNICATIONS CO.	11283616-08-17	08/01/2017	BLYTH COM CENT- PHONE/IN	118.52
002697 TUCKERSMITH COMMUNICATIONS CO.	11283708-08-17	08/01/2017	ESTC- PHONE/INTERNET	54.56
002697 TUCKERSMITH COMMUNICATIONS CO.	11283710-08-17	08/01/2017	P/W- B- PHONE/INTERNET	77.03
Invoice Count 3 Total				250.11
<b>Cheque 000866 Date 08/24/2017 Amount 87.08</b>				
000052 BELL CANADA	8-1-2017-1212	08/01/2017	POLICE- PHONE- 357-1212	87.08
Invoice Count 1 Total				87.08
<b>Cheque 000867 Date 08/24/2017 Amount 28.49</b>				

## Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003329 EASTLINK	03013762	08/03/2017	EL- PHONE	28.49
			Invoice Count 1 Total	28.49
<b>Cheque 000868</b>	<b>Date 08/24/2017</b>	<b>Amount 1,576.35</b>		
004311 TELUS	7-31-2017	07/31/2017	CELL PHONES	1,576.35
			Invoice Count 1 Total	1,576.35
<b>Cheque 000869</b>	<b>Date 08/24/2017</b>	<b>Amount 8,606.73</b>		
000721 W S I B	July 2017	07/31/2017	JULY 2017 PREMIUM	8,606.73
			Invoice Count 1 Total	8,606.73
<b>Cheque 000870</b>	<b>Date 08/25/2017</b>	<b>Amount 35,883.60</b>		
000535 RECEIVER GENERAL FOR CANADA	48-24-2017-PT	08/24/2017	PT PAYROLL REMITTANCE	7,829.85
000535 RECEIVER GENERAL FOR CANADA	8-24-2017-Council	08/24/2017	COUNCIL PAYROLL REMITTA	243.14
000535 RECEIVER GENERAL FOR CANADA	8-24-2017-FT	08/24/2017	FT PAYROLL REMITTANCE	27,495.61
000535 RECEIVER GENERAL FOR CANADA	8-24-2017-Fire	08/24/2017	FIRE PAYROLL REMITTANCE	315.00
			Invoice Count 4 Total	35,883.60
<b>Cheque 000871</b>	<b>Date 08/28/2017</b>	<b>Amount 440.21</b>		
000294 HYDRO ONE NETWORKS INC	July 2017-4071	08/08/2017	414.8 KWH- 377 GYPSY LANE	102.85
000294 HYDRO ONE NETWORKS INC	July 2017-6627	08/08/2017	231 KWH- 429 MILL STREET	71.59
000294 HYDRO ONE NETWORKS INC	July 2017-7304	08/08/2017	49.78 KWH- 423 MILL ST	39.95
000294 HYDRO ONE NETWORKS INC	July 2017-4633	08/09/2017	1118.07 KWH- 377 GYPSY OTI	225.82
			Invoice Count 4 Total	440.21
<b>Cheque 000872</b>	<b>Date 08/28/2017</b>	<b>Amount 4,617.08</b>		
000687 WESTARIO POWER INC.	2103662902	08/09/2017	2099 KWH- MUSEUM	333.86
000687 WESTARIO POWER INC.	2103662907	08/09/2017	1441 KWH- FIRE HALL W	206.59
000687 WESTARIO POWER INC.	2103662908	08/09/2017	794 KWH- 445 JOSEPHINE ST	131.17
000687 WESTARIO POWER INC.	2103662914	08/09/2017	396 KWH- CRUICKSHANK PA	80.91
000687 WESTARIO POWER INC.	2103662936	08/09/2017	157 KWH- 250 JOHN ST. ST LI	45.22
000687 WESTARIO POWER INC.	2103662950	08/09/2017	6596.7 KWH-166 JOHN STREE	865.15
000687 WESTARIO POWER INC.	2103662955	08/09/2017	49.98 KWH- PUMP HOUSE	33.49
000687 WESTARIO POWER INC.	2103662958	08/09/2017	275 KWH- JOSEPHINE ST ST I	58.16
000687 WESTARIO POWER INC.	2103662966	08/09/2017	1120 KWH- PARK DR BALL PA	150.79
000687 WESTARIO POWER INC.	2103662968	08/09/2017	1795 KWH- VIC & JOS ST LIGH	229.35
000687 WESTARIO POWER INC.	2103662969	08/09/2017	1130.9 KWH-ALF & JOS ST LIC	154.58
000687 WESTARIO POWER INC.	2103667782	08/09/2017	4040 KWH- DAY CARE	551.36
000687 WESTARIO POWER INC.	2103667784	08/09/2017	2001 KWH- LIBRARY	292.98
000687 WESTARIO POWER INC.	2103667788	08/09/2017	767 KWH- JOSEPHINE ST ST I	127.77
000687 WESTARIO POWER INC.	300241515	08/09/2017	POLICE/TH- 9475.72 KWH	1,240.31
000687 WESTARIO POWER INC.	5103662965	08/09/2017	784 KWH- PARK DR SNACK B	115.39
			Invoice Count 16 Total	4,617.08
<b>Cheque 000873</b>	<b>Date 08/30/2017</b>	<b>Amount 67.61</b>		
000294 HYDRO ONE NETWORKS INC	July 2017-3303	08/11/2017	202 KWH- LANDFILL W	67.61
			Invoice Count 1 Total	67.61

Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount

Report Total 57,762.94



## Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 000516 Date 08/21/2017 Amount 487.10</b>				
003224 HURONTEL	10886873-08-17	08/01/2017	WATER TOWER- INTERNET	210.07
003224 HURONTEL	10886875-08-17	08/01/2017	WELL # 3- INTERNET	67.74
003224 HURONTEL	10886878-08-17	08/01/2017	WELL #4 - INTERNET/PHONE	96.35
003224 HURONTEL	10886915-08-17	08/01/2017	WINGHAM PUC- INTERNET	112.94
Invoice Count 4 Total				487.10
<b>Cheque 000517 Date 08/21/2017 Amount 137.59</b>				
000657 TOWNSHIP OF NORTH HURON WATER	170994	08/01/2017	WATER SHED- WATER/SEWE	137.59
Invoice Count 1 Total				137.59
<b>Cheque 000518 Date 08/23/2017 Amount 118.41</b>				
002697 TUCKERSMITH COMMUNICATIONS CO.	11224287-08-17	08/01/2017	B WATER PUMP STN- PHONE	31.83
002697 TUCKERSMITH COMMUNICATIONS CO.	11283709-08-17	08/01/2017	BLYTH WATER PLANT- PHON	86.58
Invoice Count 2 Total				118.41
<b>Cheque 000519 Date 08/24/2017 Amount 79.96</b>				
000052 BELL CANADA	8-1-2017-W	08/01/2017	WATER- PHONE- 357-9942	79.96
Invoice Count 1 Total				79.96
<b>Cheque 000520 Date 08/24/2017 Amount 248.60</b>				
004311 TELUS	7-31-2017-W	07/31/2017	WATER- CELL PHONES	248.60
Invoice Count 1 Total				248.60
<b>Cheque 000521 Date 08/28/2017 Amount 681.43</b>				
000294 HYDRO ONE NETWORKS INC	July 2017-9904	08/08/2017	3540 KWH- 377 GYPSY NEW \	681.43
Invoice Count 1 Total				681.43
<b>Cheque 000522 Date 08/28/2017 Amount 1,163.44</b>				
000687 WESTARIO POWER INC.	2103662953	08/09/2017	22 KWH- 435 MINNIE ST #2	30.81
000687 WESTARIO POWER INC.	2103662954	08/09/2017	8389 KWH- 435 MINNIE STREI	141.14
000687 WESTARIO POWER INC.	2103662976	08/09/2017	889.9 KWH- JOHN ST WATER	141.03
000687 WESTARIO POWER INC.	2103667785	08/09/2017	6400 KWH- WELL # 3	850.46
Invoice Count 4 Total				1,163.44
Report Total				2,916.53

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 08/23/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 501398 Date 09/06/2017 Amount 3,983.70</b>				
001490 ALLAN AVIS ARCHITECTS INC	5372	08/22/2017	BL MEM HALL- PROFESSION/	3,983.70
		Invoice Count	1 Total	3,983.70
<b>Cheque 501399 Date 09/06/2017 Amount 6,512.90</b>				
003753 BLYTH BIA	8-25-2017	08/28/2017	BLYTH BIA LEVY	6,512.90
		Invoice Count	1 Total	6,512.90
<b>Cheque 501400 Date 09/06/2017 Amount 8,727.95</b>				
002743 BRANDT SECURITY	18246	08/17/2017	TOWN HALL- REAR DOOR AC	2,739.12
002743 BRANDT SECURITY	18247	08/17/2017	COMPLEX- CAMERAS, ACCE	5,988.83
		Invoice Count	2 Total	8,727.95
<b>Cheque 501401 Date 09/06/2017 Amount 508.96</b>				
000126 C.G. EQUIPMENT	IV14215	08/17/2017	LANDFILL- PARTS FOR CASE	508.96
		Invoice Count	1 Total	508.96
<b>Cheque 501402 Date 09/06/2017 Amount 169.26</b>				
003997 CDW CANADA INC	JPV4225	07/27/2017	DAY CARE- OTTERBOX FOR I	169.26
		Invoice Count	1 Total	169.26
<b>Cheque 501403 Date 09/06/2017 Amount 907.05</b>				
004328 CIMCO REFRIGERATION	90584075	08/17/2017	ARENA W- REPAIR GLYCOL L	907.05
		Invoice Count	1 Total	907.05
<b>Cheque 501404 Date 09/06/2017 Amount 421.26</b>				
003919 CINTAS CANADA LIMITED	839454778	08/24/2017	POOL/FITNESS- SANITIZE RE	421.26
		Invoice Count	1 Total	421.26
<b>Cheque 501405 Date 09/06/2017 Amount 4,539.00</b>				
000159 CORPORATION OF THE COUNTY OF HI	Planning Fees J-J 17	08/24/2017	PLANNING FEES JAN-JUNE 2	4,539.00
		Invoice Count	1 Total	4,539.00
<b>Cheque 501406 Date 09/06/2017 Amount 3,390.00</b>				
004606 CUT-RITE TREE SERVICE	2211834	08/25/2017	P/W- BUCKET TRUCK SERVIC	3,390.00
		Invoice Count	1 Total	3,390.00
<b>Cheque 501407 Date 09/06/2017 Amount 316.60</b>				
003614 EDGAR'S FEED & SEED	27649	08/10/2017	ROADS- GRASS SEED	316.60
		Invoice Count	1 Total	316.60
<b>Cheque 501408 Date 09/06/2017 Amount 400.00</b>				
001642 EMILY PHILLIPS	7-29-2017	07/29/2017	ADMIN- FOUR CIVIL MARRIAC	400.00
		Invoice Count	1 Total	400.00

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 08/23/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 501409 Date 09/06/2017 Amount 5,395.75</b>				
004472 ENGLOBE CORP	900232287	08/14/2017	PLANNING- GEOTECHNICAL I	5,395.75
		Invoice Count	1 Total	5,395.75
<b>Cheque 501410 Date 09/06/2017 Amount 2,822.95</b>				
000322 JOE KERR LTD	18541A	07/25/2017	PARKS W- A GRAVEL	1,289.57
000322 JOE KERR LTD	18531A	07/27/2017	P/W- A GRAVEL TO EW SHED	1,533.38
		Invoice Count	2 Total	2,822.95
<b>Cheque 501411 Date 09/06/2017 Amount 25.00</b>				
000343 KATHY ADAMS	8-18-2017	08/18/2017	GIFT CARD- MUSEUM	25.00
		Invoice Count	1 Total	25.00
<b>Cheque 501412 Date 09/06/2017 Amount 36.45</b>				
004507 KELSEY STRONG	8-22-2017	08/22/2017	DAY CARE- CLASSROOM SUF	36.45
		Invoice Count	1 Total	36.45
<b>Cheque 501413 Date 09/06/2017 Amount 251.18</b>				
000352 KITSUPPLY	142771	08/22/2017	DAY CARE- JANITORIAL SUPI	251.18
		Invoice Count	1 Total	251.18
<b>Cheque 501414 Date 09/06/2017 Amount 62.31</b>				
003506 LESLIE MOTORS LTD	922833	07/12/2017	POLICE- SERVICE 2017 INTEF	62.31
		Invoice Count	1 Total	62.31
<b>Cheque 501415 Date 09/06/2017 Amount 1,538.83</b>				
000421 MICROAGE BASICS	409026	07/04/2017	REC ADMIN- TONER, NAME H	91.84
000421 MICROAGE BASICS	228636	07/05/2017	REC ADMIN- PAPER, FOLDER	133.58
000421 MICROAGE BASICS	228714	07/06/2017	REC ADMIN- PENS, LAMINATI	132.75
000421 MICROAGE BASICS	228919	07/07/2017	ESTC- OFFICE SUPPLIES	183.49
000421 MICROAGE BASICS	229087	07/10/2017	REC ADMIN- DAILY DIARIES	250.79
000421 MICROAGE BASICS	229304	07/11/2017	OEY- LEGAL PAPER	33.87
000421 MICROAGE BASICS	229312	07/11/2017	OEY- OFFICE SUPPLIES	52.86
000421 MICROAGE BASICS	409337	07/11/2017	REC ADMIN- DAILY DIARIES	68.90
000421 MICROAGE BASICS	229414	07/12/2017	OEY- BOOK TAPE	12.68
000421 MICROAGE BASICS	229644	07/13/2017	FITNESS- TONER CARTRIDGI	202.25
000421 MICROAGE BASICS	409472	07/13/2017	ADMIN- OFFICE SUPPLIES	220.25
000421 MICROAGE BASICS	229798	07/14/2017	POLICE- DVD-R	51.96
000421 MICROAGE BASICS	230199	07/18/2017	FITNESS- DRY ERASE AD	12.95
000421 MICROAGE BASICS	230415	07/20/2017	BUILDING/PW- LOG BOOK-VC	11.71
000421 MICROAGE BASICS	230776	07/24/2017	CEMETERY- NOTEBOOK, WR	13.53
000421 MICROAGE BASICS	230974	07/25/2017	DAY CARE- NOTEBOOKS, PA	52.09
000421 MICROAGE BASICS	231111	07/26/2017	DAY CARE- NOTEBOOK, ERA	13.33
		Invoice Count	17 Total	1,538.83
<b>Cheque 501416 Date 09/06/2017 Amount 67.39</b>				

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 08/23/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000924 MIDWESTERN COMMUNICATIONS	170731-0123	07/31/2017	OEY- COPIER METER CHARG	67.39
			Invoice Count 1 Total	67.39
<b>Cheque 501417 Date 09/06/2017 Amount 2,774.66</b>				
000444 MUNICIPALITY OF MORRIS TURNBERR	5608	08/14/2017	BUILDING - JULY 2017	2,774.66
			Invoice Count 1 Total	2,774.66
<b>Cheque 501418 Date 09/06/2017 Amount 246.30</b>				
004518 NICOLE GRAF	8-25-2017	08/25/2017	P/W- MILEAGE/SUPPLIES	246.30
			Invoice Count 1 Total	246.30
<b>Cheque 501419 Date 09/06/2017 Amount 1,137.71</b>				
002832 NORTRAX CANADA INC.	803753	08/17/2017	P/W- MIRROR, WINDSHIELD, I	1,137.71
			Invoice Count 1 Total	1,137.71
<b>Cheque 501420 Date 09/06/2017 Amount 46,356.46</b>				
000473 OMERS	8-31-2017	08/28/2017	AUGUST 2017 REMITTANCE	46,356.46
			Invoice Count 1 Total	46,356.46
<b>Cheque 501421 Date 09/06/2017 Amount 497.20</b>				
000514 PLETCH ELECTRIC LTD	1000013244	08/14/2017	INSTALL STREETLIGHT POLE	497.20
			Invoice Count 1 Total	497.20
<b>Cheque 501422 Date 09/06/2017 Amount 838.39</b>				
000542 R.J. BURNSIDE & ASSOCIATES	LNE085790.2017-5	08/25/2017	LANDFILL W- 2017 SERVICES	838.39
			Invoice Count 1 Total	838.39
<b>Cheque 501423 Date 09/06/2017 Amount 284.76</b>				
002042 RANDY'S LOCK-SAFE & ALARM INC.	32524	08/02/2017	POLICE- SECURITY MONITOF	284.76
			Invoice Count 1 Total	284.76
<b>Cheque 501424 Date 09/06/2017 Amount 1,017.00</b>				
000533 REALTAX INC.	62905	08/15/2017	ADMIN- TAX COLLECTION	508.50
000533 REALTAX INC.	62906	08/15/2017	ADMIN-TAX COLLECTION	508.50
			Invoice Count 2 Total	1,017.00
<b>Cheque 501425 Date 09/06/2017 Amount 49.51</b>				
004569 RICOH	SCO91636314	07/31/2017	POLICE- COPIER RENTAL/CO	49.51
			Invoice Count 1 Total	49.51
<b>Cheque 501426 Date 09/06/2017 Amount 371.82</b>				
002355 ROBERT'S FARM EQUIPMENT	P62557	08/08/2017	P/W- BLADES FOR KUBOTA M	245.27
002355 ROBERT'S FARM EQUIPMENT	P62614	08/10/2017	PW- BLADE	126.55
			Invoice Count 2 Total	371.82

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 08/23/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 501427 Date 09/06/2017 Amount 30,385.11</b>				
004565 SKC CONSTRUCTION INC.	Payment Cert No. 11	08/16/2017	BLYTH MEM HALL- RENOVAT	30,385.11
			Invoice Count 1 Total	30,385.11
<b>Cheque 501428 Date 09/06/2017 Amount 81.08</b>				
002814 STRONGCO LIMITED PARTNERSHIP	90438524	08/22/2017	P/W- ALTERNATOR BELT	81.08
			Invoice Count 1 Total	81.08
<b>Cheque 501429 Date 09/06/2017 Amount 36.50</b>				
000620 SWAN DUST CONTROL LTD	5013321	08/17/2017	POLICE- MATS/MOPS	36.50
			Invoice Count 1 Total	36.50
<b>Cheque 501430 Date 09/06/2017 Amount 6,536.89</b>				
000897 TOWNSHIP OF NORTH HURON SEWER	8-21-2017	08/21/2017	2017 SEWER/CONNECTION C	6,536.89
			Invoice Count 1 Total	6,536.89
<b>Cheque 501431 Date 09/06/2017 Amount 44,737.16</b>				
001365 TOWNSHIP OF NORTH HURON WATER	8-21-2017	08/21/2017	WATER ARREARS ADDED TC	44,737.16
			Invoice Count 1 Total	44,737.16
<b>Cheque 501432 Date 09/06/2017 Amount 26,266.06</b>				
003998 WINGHAM BUSINESS IMPROVEMENT A	8-24-2017	08/24/2017	WINGHAM BIA LEVY	26,266.06
			Invoice Count 1 Total	26,266.06
<b>Cheque 501433 Date 09/06/2017 Amount 55.64</b>				
002081 WINGHAM FOODLAND	725-600-9252	08/24/2017	ADMIN- GIFT FOR COOP STU	55.64
			Invoice Count 1 Total	55.64
Report Total				201,748.79

## Accounts Payable

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

Cheque Date 08/19/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 900072 Date 08/21/2017 Amount 164.09</b>				
003224 HURONTEL	10886876-08-17	08/01/2017	SEWAGE PUMP STN- PHONE	96.35
003224 HURONTEL	10886877-08-17	08/01/2017	SEWAGE TRMT PLANT- INTEI	67.74
			Invoice Count 2 Total	164.09
<b>Cheque 900073 Date 08/23/2017 Amount 97.29</b>				
002697 TUCKERSMITH COMMUNICATIONS CO.	11286548-08-17	08/01/2017	B SEWAGE TR PLANT- PHON	97.29
			Invoice Count 1 Total	97.29
<b>Cheque 900074 Date 08/23/2017 Amount 28.02</b>				
000687 WESTARIO POWER INC.	300241367	08/04/2017	0.00 KWH-SEWER SYPHON	28.02
			Invoice Count 1 Total	28.02
<b>Cheque 900075 Date 08/28/2017 Amount 616.96</b>				
000687 WESTARIO POWER INC.	2103667783	08/09/2017	4558 KWH-SEWER PUMPING	616.96
			Invoice Count 1 Total	616.96
			Report Total	906.36



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Richard AI, Clerk / Manager of IT  
**DATE:** 05/09/2017  
**SUBJECT:** Department Update  
**ATTACHMENTS:**

---

## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the September 5<sup>th</sup>, 2017 Clerk's Department Update Report for information purposes.

## **EXECUTIVE SUMMARY**

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

## **DISCUSSION**

### **Administration**

#### **Records Management**

The classification of all current Administration records in the Municipal Office has been completed. These records have been labeled, assigned a retention schedule and indexed in the Township's records database. Work in other departments to complete the classification of departmental files is ongoing. Administration staff will now shift focus to classifying and indexing the backlog of historical files.

#### **Cemetery**

Administration and Public Works staff attended a webinar on August 23<sup>rd</sup> to demo a popular cemetery management software suite. A site visit to a local municipality currenting using this software is planned for the week of September 4<sup>th</sup>.

The Huron County GIS Department has generously agreed to assist with the creation of GIS maps for the Blyth and Wingham cemeteries. These maps will assist staff in various aspects of the cemetery operations.

### **Information Technology**

#### **Legend Recreation Software**

As the launch date for Legend approaches, Recreation staff have been working diligently to ensure that all data is correctly inputted. Most of the IT related items to support Legend have been installed with the exception of a few devices which will be completed over the course of the next few days.

The addition of an online registration page on the Township website under Recreation is being designed and will be made live when Legend is available to the public.

### Miscellaneous

Various IT related items have been completed such as;

1. The set up of a workstation for a new employee in the Fire Department of North Huron
2. Moving and reconfiguration of workstations to support the arrival of the new CAO
3. Improvements to network connectivity at the Children's Centre to support additional HiMama connections
4. Updates to Fire Department software suite

### **Health and Safety**

#### Ongoing Items

Work on the Risk Assessment / Job Hazard Analysis is ongoing and staff continue to perform monthly site inspections to identify any potential hazards in the workplace.

#### Material Safety Data Sheets

Staff are scheduled to meet on September 14<sup>th</sup> to review the Township's database of material safety data sheets and update binders in all locations as needed.

### **FINANCIAL IMPACT**

No immediate financial impact at this time.

### **FUTURE CONSIDERATIONS**

No future considerations at this time.

### **RELATIONSHIP TO STRATEGIC PLAN**

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



---

Richard Al, Clerk/Manager of IT



---

Larry McGregor,  
Interim CAO/Director of Public Works



## **William Stevenson – 2017 Museum Student Summer Report**

### **Events**

#### *Happy Boys Gang*

In June I appeared at the Happy Boys Gang gathering at the Legion on request of David Wall, to perform a speech on behalf of the North Huron Museum. At this event I discussed the importance of supporting local museums as a way of sustaining and creating cultural heritage, while also acting as a collective remembrance for the whole community.

#### *Jack Reavie Centre & Braemar Retirement Centre/Nursing Home*

In addition to the aforementioned community engagement, I also performed presentations for both the Jack Reavie Centre as well as Braemar. At both of these events I delivered presentations about the origins of tea to Western civilization, and Edwardian culture as it revolved around British tea consumption. After this presentation on the topic of tea, the residents and I enjoyed a tea party which included a variety of tea, replica bone china tea sets, and period appropriate hats for the residents to enjoy. After the tea party, the residents received tea-themed colouring pages which they were delighted to colour.

### **Research Project**

As a topic of focus this summer I catalogued, researched, and exhibited a new display of 70 different cameras which illustrate the evolution of photographic and cinematic technology from late 19<sup>th</sup> century to the end of the 20<sup>th</sup> century. Through this endeavour I have created a wealth of knowledge for future students to draw upon when utilizing these cameras for display or presentation, while preserving these artifacts as a historically significant piece of North Huron's collective past, tying in well with our pre-established CKNX displays.

In addition to this research on cameras, I also completed extensive genealogical and property research. These requests were plentiful, and originated from locals native to Huron County, and those as far-afield as Northern Ireland. Through this research I was able to successfully fulfill many family's desires to learn more about their ancestral homes or presence within the North Huron region, while also assisting in the ongoing process of documenting this history here at the museum.

Researching and cataloguing donations was also a substantial part of my time here at the North Huron Museum, having archived over 150 new artifacts this summer. Furthermore, I created many new collections in which to categorically assess and document our past within the Township of North Huron, particularly in regards to the new collection consisting of artifacts relating to North Huron Festivals.

## Attendance Records

	<b>Total</b>
<b>Adults</b>	260
<b>Kids</b>	32
<b>Volunteers</b>	29
<b>Barn Dance Volunteers</b>	9
<b>Alice Munro Volunteers</b>	28

**Grand Total: 358**

Visitors to the museum come from many points in Ontario including Whitby, Toronto and Kingsville in 2017. This summer we hosted visitors from Penticton, Quesnel and Chilliwack, British Columbia; Grimshaw and New Norway in Alberta; as well as, Colorado and Ohio and Illinois.

## Extra Jobs

In addition to my aforementioned projects, I have also assisted in preparing for various North Huron festivals and celebrations including the Musical Muskrat Festival, the Alice Munro Festival of the Short Story, East Wawanosh's 150<sup>th</sup> Anniversary, Blyth's 140<sup>th</sup> Anniversary, and the 2017 International Plowing Match. I also assisted Connie in various ways around the museum as she performed her role of Economic Developer. Furthermore, I provided the Alice Munro Library with rotating exhibits in which to display North Huron's heritage to a broader audience.

## Conclusion

I have thoroughly enjoyed my time here at the North Huron Museum. I have learned an immense amount about the intricate history of North Huron and its role within the larger County context, while also having the pleasure to serve the community of North Huron alongside such great Municipal employees. I am grateful for the opportunity the Township of North Huron presented me, and I have gained invaluable experience under your tutelage.

Thank you and best of luck in the future,

William Stevenson



## 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:** 05/09/2017  
**SUBJECT:** Recreation and Facilities 09-05-2017 Department Update  
**ATTACHMENTS:** On-line Software Flyer

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the Activity Report of the Director of Recreation and Facilities, dated September 5, 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**

#### **New Recreation Software**

The Recreation Software begins launching on Thursday September 7, 2017. Township staff receive training on the system September 5 and 6, and Legend personnel are on site for the launch the week of September 5-8. A huge credit goes to Richard Al who has helped the department navigate this change, and to the Recreation Programmers and Administration Staff who have spent countless hours preparing for this launch. The service will be phased in so that roll out addresses any hiccups, before releasing more services on-line. A new kiosk has been installed in the Complex lobby for the public to access the North Huron website and new recreation software program. There is potential to use this kiosk for marketing opportunities and other programming options.

#### **Aquatic Centre Renovation**

The Aquatic Centre Renovation continues and is on target to be completed on time for the re-opening on Tuesday October 10, 2017. The ground water levels creating hydrostatic pressure around the deep end of the pool have created some challenges which was a condition that could not be anticipated prior to beginning the work. The project consultant and Acapulco Pools have worked to find a solution and we are confident that the project continues to move forward on time and on budget.

#### **Wingham Town Hall Theatre**

##### **Ontario Trillium Foundation Grant**

The final report for the Town Hall Theatre Ontario Trillium Foundation Grant has been submitted. The grant was awarded to assist for paying for the Fire Code Upgrades which are complete. The Theatre opened on May 28, 2017, however the committee continues to fundraise and work toward more improvements to the space.

#### **Almost Famous Players**

The Almost Famous Players have a long standing tradition of using the Wingham Town Hall Theatre for rehearsals and shows. Staff have drafted a Memorandum of Understanding for their use and

fees. A report and the draft agreement will be presented at the September 18<sup>th</sup> Council meeting for Council's Consideration.

### **Fall Ice Programs**

The Ice in Wingham is being installed and will be ready for rentals on Tuesday September 5, 2017. The Blyth Ice rentals will begin on Monday September 25

### **Blyth Campground**

#### **International Plowing Match**

The IPM has submitted another request for the Blyth Campground to be used as back up parking for the school buses. If the IPM grounds are excessively wet they cannot park the buses on-site. The buses can be parked on the roads of the Blyth Campground. Staff have mapped out a plan to accommodate the number of busses. This will only be used if they cannot park on site due to wet grounds.

### **Festival of Wizardry**

Staff continue to meet with the event organizers. The event will be held October 14 and 15. There are still opportunities for local residents to volunteer for the event. Anyone interested can email [info@transfiguredtown.com](mailto:info@transfiguredtown.com). The organizers are hosting a VIP Dinner at the Blyth Community Centre on Friday October 13 to launch the event.

### **Huron Pioneer Threshers Reunion Event**

The annual reunion is schedule from September 8 to 10 at the Campground and Blyth and District Community Centre.

### **Richard W. LeVan Airport**

The RC Jet Rally was held at the airport on July 18-23, 2017. Overall the organizers are boasting another successful event, even though they had some rainy weather to contend with. A fair number of spectators attended, and 53 Pilots participated coming from Quebec, Ontario, New Jersey, New York, Pennsylvania, Michigan and Norway. The local Air Cadets hosted the concession stand at the event and sold 350 meals. The organizer performs an economic impact questionnaire and estimates \$70,000 is spent in the region through this event.

The organizers have requested use of the airport from July 20-22, 2018 to host the event next year at the Richard W. LeVan Airport.

### **Recreation Programming**

The Fall Recreation and Leisure Guide will be distributed to resident's homes September 14<sup>th</sup> and 15<sup>th</sup>. Registration for all the fall programs begin on September 18, 2017. Programs for PA Days, Swimming, Fitness, Drop in Recreation, Hockey for Fun, Student Shinny and much more are planned for the fall.

### **FINANCIAL IMPACT**

None

### **FUTURE CONSIDERATIONS**

Next department update report is Monday October 2, 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



---

Larry McGregor,  
Interim CAO/Director of Public Works

In a world of click to purchase, and on-line access to everything, the North Huron Recreation Department realized we needed to move in this direction. We are excited to announce that on September 18, 2017 we will be launching our **NEW** on-line Recreation Software.

## What does this mean for you?

With a click you will be able to:

- Register for a recreation program or swim lesson
  - Review a facility schedule and request a booking (i.e. ice, meeting room, ball park etc.)
  - Sign up for a membership
    - Review your account
    - Make payments
  - Sign up for your fitness class
  - Book and pay for a court
- ...and so much more!



You will be able to do all this from your computer, tablet or your smart phone. For your convenience, the self-serve on-line office is never closed, 24 hours a day, 7 days per week.

## Getting started with On-line Recreation Registration

- Go to [www.northhuron.ca](http://www.northhuron.ca)
- Select Recreation
- Click on "On-line Registration"
- Begin Your On-line Registration Experience



Call for support  
**519-357-1208, ext. 21**



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Larry McGregor  
**DATE:** 05/09/2017  
**SUBJECT:** Public Works Activity Report - August  
**ATTACHMENTS:** Water and Waste Water Report - July

### **RECOMMENDATION:**

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

### **EXECUTIVE SUMMARY**

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

### **DISCUSSION**

#### **Administration**

Our summer students have completed their time with us for the summer and we greatly appreciate their assistance during our routine grass cutting and general maintenance within the Public Works department. We wish them the best as they return back to school in September.

Staff have been in contact with Huron County and have been given approval to utilize resources and staff as we update our infrastructure and mapping into a GIS database. Our hope is to provide staff with a tablet which would allow them to record, complete, and update maintenance records onsite which would improve our accuracy when onsite and having access to maps of our infrastructure.

#### **International Plowing Match – September 19<sup>th</sup> to 23<sup>rd</sup>**

Public Works staff will be providing assistance during the plowing match and on a rotating schedule to assist Huron County over the course of the week. In addition, staff have been assisting with the preparation of the site.

#### **Fleet**

The John Deere Backhoe is scheduled to be delivered sometime in September. The International Tandem Plow Truck is still scheduled to be delivered by the end of the year. All fleet that require undercoating and rust protection have been sprayed and all annual safeties have been completed.

#### **Roadside**

Staff are scheduling a second round of grass maintenance in the rural areas of East Wawanosh beginning in September. We are currently finishing the last of the ditching that was scheduled to be completed this summer along with on-going tree trimming and brushing.

### **Hardtop**

Surface treatment for 2017 has been completed along Reid Road and Moncrieff Road, these projects are funded through the OCIF formula. A separate report will follow.

Huron County Highways is currently completing line painting and stop block painting which will be completed by late September.

### **Loosetop**

Fall grading program will be taking place mid-September.

### **Winter Operations**

The Operations Supervisor has been in contact with contractors based on the procurement policy and has received informal quotations for the provision of Winter Sand and Salt for the 2017-2018 year. The Miller Group will be supplying Sand from their pit on Belfast Road and Salt will be coming from Compass Minerals in Goderich.

### **Safety Devices & Signage**

Advantage Data has completed retro-reflectivity testing and a sign inventory for all of Wingham, Blyth, and East Wawanosh Ward. Based on the report staff will be updating and making changes along with any maintenance that was noted this fall.

### **Bridges & Culverts**

Staff have been completing general maintenance, guard rail repairs, grass cutting and trimming along bridges and culverts.

### **Cemetery**

With the assistance from staff and Huron County we are currently updating maps and documents relating to the cemeteries. In addition to updating our mapping, staff will be visiting with neighbouring municipalities throughout the month of September to view how they maintain and record data. Stone Orchard is a database that many municipalities utilize for their Cemetery records and staff will be looking into this system and may consider to include during the 2018 budget deliberations.

As mentioned previously, a mini-excavator was being used at the cemetery for a short time for a demonstration. Staff would like to include the purchase of a mini-excavator in the 2018 budget deliberations as Staff noted significant improvement in time and quality of work to complete excavation activities using this equipment.

### **Streetlights**

#### **LED Conversion**

A report from RealTerm Energy regarding the conversion process and will present this to Council.

#### **Frances Street Request**

As mentioned in May, Staff spoke with Westario and asked that the pole replacement at this



location include streetlight capabilities included with their replacement work. They agreed to this minimal addition. When the streetlight LED conversion audit is complete, staff will work with the service provider to include a streetlight at this location. This is very unique situation considering the pole line replacement and on-going streetlight conversion project, and the opportunity would be minimal impact to the streetlight budget.

### **Municipal Gravel Pit**

On August 23<sup>rd</sup>, a representative from Ontario Aggregate Resources completed an audit with staff regarding our Municipal Pit. The audit was for 2014, 2015, and 2016 years. Staff were provided with best practises to track quantities taken from the pit in a more complete fashion.

In August, staff will be discussing the boundaries of the pit with a firm to ensure we are within the regulated areas.

### **Solid Waste and Recycling**

Waste Management and Staff have been discussing promotional materials and the 2018 schedule for collection.

### **Capital Projects**

#### **Howson Dam Safety Assessment**

A Project Kickoff Meeting was held in late July with KGS Group and staff.

Meetings are anticipated to be as follows:

Phase 1 conclusions – September 2017, Phase 2 and Council Presentation – October 2017

Phase 3 completion – December 2017, and Final meeting at completion – January 2018

**CWWF application coordination with the Ministry** – Our application for funding of Master Plans for water and wastewater systems in Blyth and Wingham has been accepted by the Ministry.

**Westmoreland/Mill Street, Blyth** – A pre-construction meeting with R.J. Burnside and Omega is scheduled to take place in mid-August. The easement requirements have been registered on title.

Omega Construction started construction by pulverizing the existing asphalt this week and the temporary water system will be set up next week.

**LCB/Tar and Chip** – North Huron's portion of the LCB/Tar and Chip work was completed in July under the direction of the Operations Supervisor. A separate report will follow.

**Facility Condition Assessments and Space Needs** – Staff met with an architect to discuss scope and goals of the needs analysis and condition assessment outlined in the 2017 Roads budget. A facility walk around was done at the end of April.

Due to the condition of the Wingham Shop roof, three informal quotations were received by staff and the least expensive to patch option is to complete a patch which is under \$5,000. Staff have been instructed to schedule this work as soon as possible to repair the leak to ensure the integrity of the structure.

### **Water & Wastewater**

Staff along with Veolia Water Operators have been in discussions with a Contractor to retrofit our existing older style water meters that are in-house so that we can utilize the meters.

Veolia Water has provided a monthly summary report for July which has been enclosed within this Council Report for your review.

### **FINANCIAL IMPACT**

No immediate financial impact at this time.

### **FUTURE CONSIDERATIONS**

No future consideration 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.

A handwritten signature in blue ink, appearing to read 'Larry McGregor', is written over a horizontal line.

Larry McGregor, Interim CAO/Director of Public Works



**TOWNSHIP OF NORTH HURON**  
**WATER AND WASTE WATER MONTHLY REPORT**  
**July 2017**

Prepared by: Veolia Water

**INTRODUCTION**

**1) NORTH HURON WATER SYSTEMS**

**a) WINGHAM WATER**

- i) **Laboratory Results:** All lab results were compliant
- 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 during this reporting period
- iv) **Distribution:** All Weekly and monthly routine maintenance was performed
- v) **Maintenance and services Performed:** replaced curb stop, camera-d new service, water meter new install, raised a service box, Water Turn off and Turn on for plumbers to replace main valve and we could replace service box

**b) BLYTH WATER**

- i) **Laboratory Results:** All lab results were compliant
- 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 during this reporting period
- iv) **Distribution:** All Weekly and monthly routine maintenance was performed
- v) **Maintenance and services Performed:** repaired water leak

**c) DWQMS (Drinking Water Quality Management System)**

2017 Management Review was held on July 19 2017, Meeting minutes and action outcomes sent via e-mail on July 20, 2017

New CAO/ Public Works Director is to review the operational plan; a CAO has been hired for North Huron for the start of Sept, once the new CAO has had time to review the operational plan Veolia will ensure the plan is endorsed by Top management.

QMS Rep working to close off non-conformance found in the Internal Audit

**2) FACILITIES**

**Airport:** All samples during the reporting period were compliant



### 3) NORTH HURON WASTEWATER SYSTEMS

#### a) WINGHAM WASTEWATER

- i) **Laboratory Results:** All lab results were compliant
- 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 during this reporting period
- iv) **Distribution:** All Weekly and monthly routine maintenance was performed
- v) **Maintenance and services Performed:** Sewer backup & Sewer camera (home owner wants to start the process to replace service Charles st), NH daycare unplugged sewer lateral, Attempted to camera a sewer backup but had no access point homeowner to contact a plumber and to call us to come back and camera the backed up sewer in August

#### b) BLYTH WASTEWATER

- i) **Laboratory Results:** All lab results were compliant
- 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 during this reporting period
- iv) **Distribution:** All Weekly and monthly routine maintenance was performed
- v) **Maintenance and services Performed:** Installed new 8" gate valve, 1-8" gasket and bolt package and repaired first aeration valve clarifier

### 4) VEOLIA AND NORTH HURON OPERATIONS MEETINGS

- a) N/A

### 5) ITEMS OUTSTANDING

N/A





## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Larry McGregor  
**DATE:** 05/09/2017  
**SUBJECT:** LAS Real Term Energy LED Streetlight Project  
**ATTACHMENTS:** LAS Real Term Energy Streetlight Proposal

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the LAS Real Term Energy LED Streetlight Project for information purposes.

### **EXECUTIVE SUMMARY**

On August 18<sup>th</sup>, 2017 staff received the attached proposal from LAS Real Team Energy regarding the conversation of our streetlights within Wingham and Blyth to LED. LED stands for Light Emitting Diodes. LED street lights are extremely energy efficient, have long life spans (over 20 years), and produce better color and light quality than our existing High-Pressure Sodium (HPS) street lights.

### **DISCUSSION**

By completing a conversation of our remaining streetlights, the Township of North Huron would reduce the energy consumption, greenhouse gas emissions and maintenance costs associated with its street lights. Installing LED street lights will help improve our environmental footprint, require less maintenance, and provide the community with better light quality on our streets and roadways.

The benefits of a LED street light retrofit project would be an efficient distribution and quality of light resulting in increased safety, reduced energy consumption resulting in cost savings, reduced greenhouse gas emissions, reduced outages, and longer light life spans resulting in reduced maintenance costs.

From reviewing the proposal from LAS Real Term Energy, it appears that there is significant savings changing to the LED fixtures. The most savings occur by changing the Cobra-head lights while the decorative streetlights in the downtown sections are more expensive.

Staff will be meeting with representatives from LAS Real Term Energy on Monday, September 11<sup>th</sup> to discuss the project further and we have tentatively scheduled a presentation to Council during the next meeting on September 18<sup>th</sup>.

### **FINANCIAL IMPACT**

Currently the Township is benefitting from a government incentive, which will substantially reduce the total cost of the project.

Staff were recently made aware of the Minister of the Environment and Climate Change announcing the launch of Ontario's new Municipal GHG Challenge Fund at the AMO conference. This initiative is part of Ontario's Climate Change Action Plan and is funded by proceeds from the

province's carbon market. It will support projects such as renewable energy and energy efficiency retrofits to municipal facilities like arenas, and making energy-efficiency upgrades to drinking water or wastewater treatment plants, to achieve long-term and cost-effective pollution reductions. The Director of Finance will be looking into this program closer to see how we can utilize this incentive for the conversion project as well.

#### **FUTURE CONSIDERATIONS**

Funding for this initiative was not included in the 2017 Budget, however there has been some discussion of short-term borrowing from our own reserves. The Director of Finance will be able to speak to options available to Council.

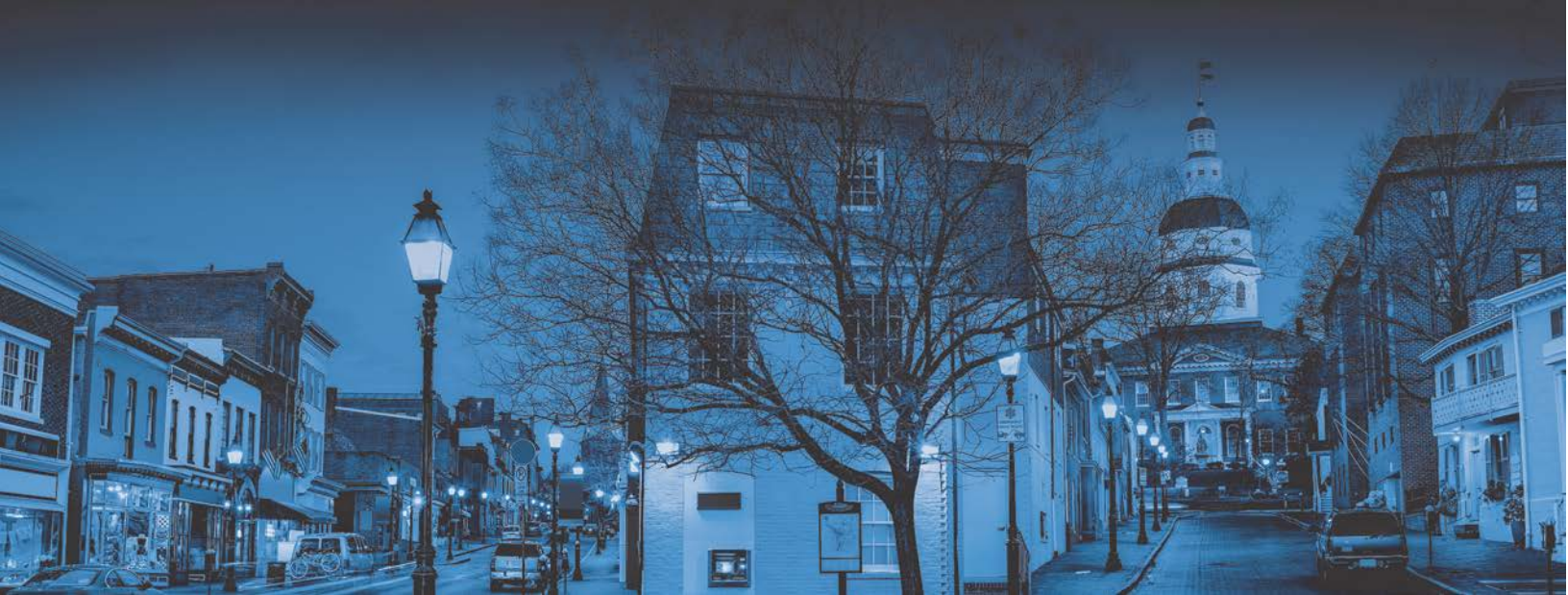
#### **RELATIONSHIP TO STRATEGIC PLAN**

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



---

Larry McGregor, Interim Chief Administrative Officer/ Director of Public Works



# Investment Grade Audit for the Township of North Huron

LED Streetlighting Conversion

18/08/2017

O-0247

## Primary Contact

Scott Vokey, Director, Government Relations  
70 Gail Parks, Newmarket, Ontario L3X 3B9  
(416) 625-4523  
svokey@realtermenergy.com





# TABLE OF CONTENTS

<b>1. EXECUTIVE SUMMARY .....</b>	<b>5</b>
<b>2. INTRODUCTION.....</b>	<b>6</b>
<b>3. GPS MAPPING .....</b>	<b>7</b>
3.1 GPS Inventory (Actual).....	7
<b>4. LED REPLACEMENT INVENTORY .....</b>	<b>8</b>
4.1 LED Replacements (Actual, Post-Upgrade) .....	8
<b>5. LED LIGHTING DESIGN.....</b>	<b>9</b>
<b>6. ENERGY COST ANALYSIS .....</b>	<b>10</b>
6.1 Hydro One and Westario Power's Load Profile.....	10
6.2 Baseline Energy Calculations .....	11
<b>7. MAINTENANCE ANALYSIS .....</b>	<b>12</b>
7.1 Baseline Maintenance .....	12
<b>8. PROJECT COSTS: CAPITAL PURCHASE .....</b>	<b>13</b>
8.1 Project Costs, Savings and Investment Return .....	13
8.2 Allowances.....	14
<b>9. FINANCIAL APPRAISAL OF THE CAPITAL OPTION .....</b>	<b>15</b>
9.1 Loan Costs.....	15
9.2 Net Savings After Financing Costs.....	15
9.3 Calculation Assumptions .....	16
<b>10. GREENHOUSE GAS REDUCTION.....</b>	<b>17</b>
<b>11. CONCLUSION AND RECOMMENDATION .....</b>	<b>18</b>
<b>12. TERMS AND CONDITIONS .....</b>	<b>19</b>
<b>13. SCOPE OF WORK DIAGRAM.....</b>	<b>21</b>
<b>APPENDIX A: DECORATIVE FIXTURE (BLYTH ONLY) .....</b>	<b>22</b>
<b>APPENDIX B: DECORATIVE FIXTURE (WINGHAM ONLY) .....</b>	<b>24</b>



<b>APPENDIX C: COMPLETE INVENTORY (COBRAHEAD &amp; DECORATIVES) WITH EPC FINANCING OPTION .....</b>	<b>26</b>
Project Cost: Option 1 - Capital Purchase .....	28
Project Cost: Option 2—Energy Performance Contract.....	29
<b>APPENDIX D: SITE SPECIFIC FIXTURE REPLACEMENTS.....</b>	<b>30</b>
<b>APPENDIX E: LUMINAIRE SPEC SHEETS .....</b>	<b>31</b>
<b>APPENDIX F: LUMINAIRE PRODUCT WARRANTY.....</b>	<b>32</b>
<b>APPENDIX G: LIGHTING DESIGN LAYOUTS.....</b>	<b>33</b>
<b>APPENDIX H: WARRANTY SERVICE AGREEMENT .....</b>	<b>34</b>
<b>APPENDIX I: STANDARD CONTRACT .....</b>	<b>35</b>

August 18, 2017

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

Dear Mr. Jeff Molenhuis,

We are pleased to present this Investment Grade Audit of the streetlight network for the Township of North Huron.

We have concluded our detailed analysis of your streetlight system to reflect the proposed upgrade to LEDs based on our GIS/GPS mapping. The existing streetlights to be upgraded to LEDs under the scope of work of the IGA presented are currently consuming 340,808 kWh. By upgrading to LEDs, your projected annual energy consumption will fall substantially to 99,333 kWh, resulting in 241,475 kWh of energy savings, equivalent to 71% consumption reduction.

The total project cost of \$220,734 includes an allowance for 100% rewiring, 100% fuse and fuse holder replacement and a 20% refresh compression connection to secondary wiring for Cobrahead type fixtures. The available IESO incentives are \$44,140 for the Cobrahead only.

The main body in this proposal presents the Cobra only scenario. Alternative project options are presented in Appendix A, B, and C, as per the following breakdown:

Appendix A - Decorative Fixtures for Blyth

Appendix B - Decorative Fixtures for Wingham

Appendix C - Complete Inventory (Cobraheads and Decoratives) with an EPC (Energy Performance Contract) Financing Option

We look forward to moving your project to the next phase. We will arrange for a conference call to discuss the contents of this report in the next few days, but until then please feel free to contact us should you have any questions.

Yours truly,



Sean Neely, President  
[sneely@realtermenenergy.com](mailto:sneely@realtermenenergy.com)

## 1. EXECUTIVE SUMMARY

<b>Technical/ Environmental Assessment</b>	Title	Township of North Huron LED Street Light Conversion
	Baseline	442 HID <sup>(1)</sup> Cobrahead fixtures, HID Decorative fixtures (Included in Appendix Options only) Total demand: 79.9 kW Annual energy consumption: 340,808 kWh Annual operating hours: 4,320 (Hydro One), 4,245 (Westario Power)
	Technology Employed	Smart ready LED Fixtures
	Technology Provider(s)	Cree (Cobraheads) King Luminaire, Acuity Brands (Decoratives)
	Technical Specifications	7-PIN, Smart ready fixtures Color temp: 4,000K, Average life ≥ 100,000 hours CRI ≥70, IP ≥ IP 65
	Fixture Warranty	10 years
	Annual Energy Savings	241,475 kWh (71%)
<b>Financial Assessment</b>	Financing Scheme	Capital Purchase (North Huron-financed)
	Total Project Cost	\$220,734
	<b>IESO Incentive</b>	<b>\$44,140</b>
	Net Project Cost	\$176,594
	Net Price per Fixture	\$399.53
	Project Reference Period	23 Years
	Payback Period	3.6 Years
<b>Organizational Assessment</b>	Time Schedule	TBD

(1) – High Intensity Discharge

*The above baseline and project breakdown is for the Cobra-only scenario. Please refer to the appendices for alternative scenarios including decorative fixtures.*

## 2. INTRODUCTION

RealTerm Energy has examined in detail the Township of North Huron's existing streetlight network records to produce this Investment Grade Audit. Our analysis included the following stages:

- Evaluate existing GPS/GIS data of the entire streetlight inventory of the Township
- Apply appropriate LED-based lighting designs
- Update the replacement LED fixtures from the desktop review
- Examine in detail the Township's utility bills
- Examine detailed maintenance records of the Township
- Establish baseline results for energy consumption and maintenance costs
- Revision of estimated project costs and savings potential

A summary of our findings is outlined below:

IGA RESULT	
Number of Fixtures	442
Type of Fixture	HPS/MV
Energy Savings (%)	70.9%
Energy Consumption (kWh)	340,808
Projected Annual Energy Costs	\$80,313
Annual Maintenance Cost (2-year average)	\$7,676
Average Annual Cost per Fixture	\$199.07
Total Annual Operating Cost	\$87,989
<b>Total Project Costs</b>	\$220,734
Incentives (IESO)	<b>\$44,140</b>
<b>Net Project Costs <u>after</u> Incentives</b>	\$176,594

### 3. GPS MAPPING

RealTerm Energy conducted a complete GIS inventory of the Township of North Huron's streetlights and used the information derived from this review to develop a detailed picture of North Huron's current street lighting network, including the following:

- Accurate count of all fixtures and fixture types
- Wattage of each existing fixture
- Length of fixture arms, fixture heights, setbacks from roadway, pole spacing, etc.
- Exact GPS coordinates
- Road classifications
- Hydro pole ID numbers (when available)

From this data, we established a profile of North Huron's streetlight inventory and defined key parameters such as demand and energy consumption. This then allowed us to accurately estimate energy savings potential associated with the LED upgrade.

A detailed breakdown of the revised lighting inventory, obtained from the GIS/GPS audit appears below:

#### 3.1 GPS Inventory (Actual)

TYPE	SYSTEM WATTAGE	QTY	DEMAND (kW)
<b>COBRAHEAD FIXTURES</b>			
HPS 100W (Westario Power)	130	1	0.1
HPS 150W (Westario Power)	190	302	57.4
HPS 250W (Westario Power)	310	2	0.6
HPS 70W (Hydro One)	100	8	0.8
HPS 100W (Hydro One)	130	59	7.7
HPS 150W (Hydro One)	190	70	13.3
<b>Subtotal (Cobrahead)</b>		<b>442</b>	<b>79.9</b>

## 4. LED REPLACEMENT INVENTORY

The reduced demand following the LED streetlight upgrade will directly impact the annual energy consumption, measured in kWh. Our findings show that the demand will be reduced by 56.6 kW. This will result in energy savings 71% over the current consumption, equivalent to 23.3 kWh annually. The table below illustrates the proposed changes to North Huron's inventory, based on our examination of the GPS data and lighting design results (see next page for more details on our design methodology).

### 4.1 LED Replacements (Actual, Post-Upgrade)

TYPE	WATTAGE	QTY	DEMAND (kW)	DESIGNLIGHTS CONSORTIUM*
<b>COBRAHEAD FIXTURES</b>				
62W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q9	62	10	0.6	Yes
43W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q6	43	192	8.3	Yes
62W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q9	62	35	2.2	Yes
43W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q6	43	6	0.3	Yes
88W_BXSP1-HO-HT-3ME-100W-40K-UL-SV-N-Q8	88	31	2.7	Yes
79W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q7	79	7	0.6	Yes
88W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q8	88	4	0.4	Yes
112W_BXSP2-HO-HT-3ME-165W-40K-UL-SV-N-Q5	112	10	1.1	Yes
55W_BXSPR-HO-HT-2ME-60W-40K-UL-BK-N-Q8	55	2	0.1	Yes
55W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q8	55	8	0.4	Yes
43W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q6	43	96	4.1	Yes
79W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q7	79	2	0.2	Yes
61W_BXSP1-HO-HT-3ME-100W-40K-UL-SV-N-Q5	61	14	0.9	Yes
62W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q9	62	9	0.6	Yes
61W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q5	61	15	0.9	Yes
62W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q9	62	1	0.1	Yes
<b>Subtotal (Cobrahead)</b>		<b>442</b>	<b>23.3</b>	

\*DLC listed products are LED products that have been tested at a DLC approved laboratory and comply with specified performance and energy efficiency criteria. These products are eligible for IESO incentive. For further information please visit the DesignLights Consortium website at [www.designlights.org](http://www.designlights.org).

## 5. LED LIGHTING DESIGN

RealTerm Energy's technical evaluation team reviewed the collected geospatial dataset and formulated a hybrid approach to completing roadway designs for North Huron. After evaluating the configuration of each light fixture for road classification, pedestrian activity, pole spacing, mounting height, arm length and curb setback, we have concluded that North Huron can achieve the same or better lighting levels than those under its current streetlights. The suggested lighting design would mostly meet RP-8-2014 lighting levels. (RP-8 is a recommended, though not required, practice for roadway illumination).

The reason that a portion of North Huron's luminaires do not meet RP-8 could be because of several factors, including:

- Inadequate Pole Spacing (poles are spaced too far apart),
- Insufficient Mounting Height, or
- Missing Light Fixtures (at essential locations to eliminate gaps).

**Our analysis concludes that in all instances where RP-8 could not be achieved with a new LED fixture, this was already the case for the existing fixture.** In such instances, photometric design has been utilized to select an LED luminaire in which the wattage and distribution pattern combine to meet or exceed the existing lighting levels.

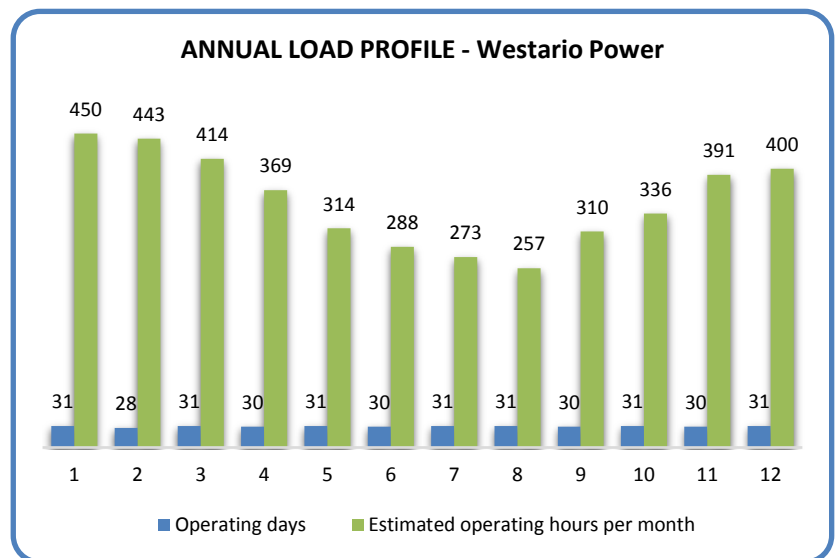
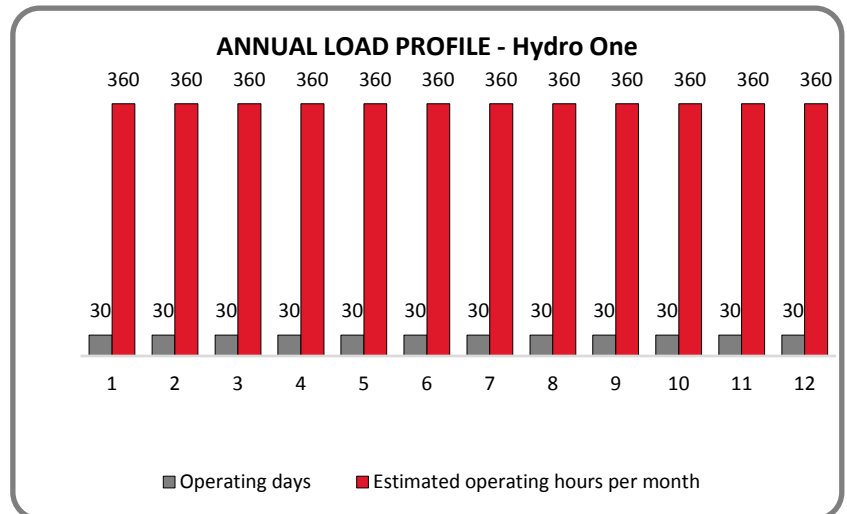
Based on the replacement luminaires detailed in the following pages, we anticipate that the impact on the Township's annual energy consumption will be as follows:

PARAMETER	IGA Results
Current Annual Energy Consumption (kWh)	340,808
Projected LED Annual Energy Consumption (kWh)	99,333
Annual Savings (kWh)	241,475

## 6. ENERGY COST ANALYSIS

### 6.1 Hydro One and Westario Power's Load Profile

Streetlights are generally not metered, but rather deemed to be 'on' and are therefore billed based on a Load Profile, determined by the LDC/Utility Company. The annual load profile is a critical part of the Baseline calculation, used to project the actual energy consumption and future energy savings that will be realized after the upgrade. The load profile utilized by Hydro One and Westario Power, North Huron's LDC/Utility Companies, appears on the right.



This data is a critical part of the Baseline calculation, used to project the actual energy consumption and savings that will be realized after the upgrade. Our projections and guaranteed energy savings figures take these differing load profiles into account.

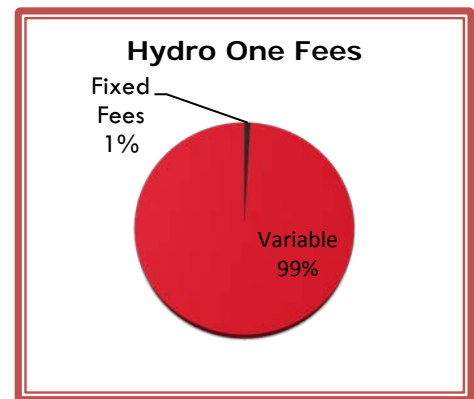


## 6.2 Baseline Energy Calculations

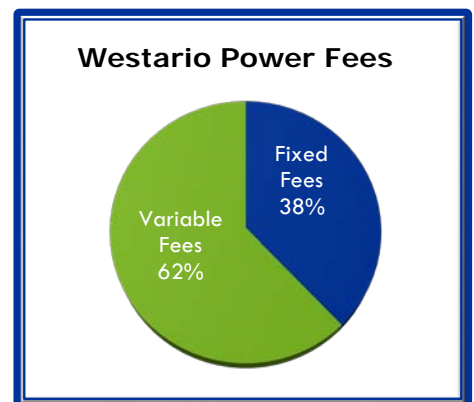
Utilities charge two types of fees: fixed and variable. Fixed fees are constant both before and after the upgrade as they are charged on a per connection basis. Variable fees are based on consumption and therefore decrease following an upgrade to LEDs. Higher fixed fees as a percentage of the total bill represents less dollar savings potential from the upgrade due to a change in energy consumption.

In the case of Hydro One, the fixed fees are almost negligible, close to 1%. Since Hydro One has very low fixed fees, almost all the demand savings will show up in the municipalities billing.

	Fixed Fees	Variable Fees	Total Energy Cost
Before	\$54	\$22,257	\$22,311
After	\$54	\$6,718	\$6,772
Savings			(\$15,539)



	Fixed Fees	Variable Fees	Total Energy Cost
Before	\$21,960	\$36,042	\$58,002
After	\$21,960	\$10,297	\$32,257
Savings			(\$25,745)



## 7. MAINTENANCE ANALYSIS

### 7.1 Baseline Maintenance

We have examined the maintenance costs for the past 2 years when data was provided by the municipality. The average is \$7,676 per annum, which equates to roughly a cost per fixture of \$17.40 (prorated for the scope of fixtures included in this IGA). This average is in line with the average expenditure we have compiled for Ontario communities of similar size.

We conservatively estimate that ongoing LED maintenance will equate to 80% savings over current HPS expenditures, or approximately \$6,141 in the first year. Different manufacturers propose varying estimates for ongoing maintenance costs for LED fixtures. While it is unrealistic to assume that no annual maintenance will be required, the fixtures themselves do not contain components that require periodic replacement (such as HPS bulbs and ballasts). While actual maintenance costs are likely to be a mere fraction of our estimate in any given year, we recommend incorporating this figure into municipal budgets to account for periodic cleaning or other eventualities over the life of the fixture and not covered under the manufacturer's 10-year warranty.

Parameter	Before	After	Savings
Energy	\$80,314	\$39,029	\$41,285
Maintenance	\$7,676	\$1,535	\$6,141
Total	\$87,990	\$40,564	\$47,426

## 8. PROJECT COSTS: CAPITAL PURCHASE

In a Capital Purchase financing option, or a "Design, Upgrade and Transfer", the Township arranges the financing of the project. Typically, this would be from a source like Infrastructure Ontario which has low-cost interest rates

### 8.1 Project Costs, Savings and Investment Return

PROJECT COSTS	
Number of Fixtures	442
Total Project Costs	\$220,734
IESO Incentive	\$44,140
Net Project Costs	\$176,594
Price per Fixture	\$399.53

**Note regarding the available incentives:**

The above incentive amount is calculated using the 2015 SOE guidelines. This amount may vary in 2017 at the sole discretion of the LDC/Utility.

#### Investment Return

The payback period of the project, before including any financing costs is **3.6 years**.

#### Energy and Maintenance Cost Comparison

PARAMETER	BEFORE UPGRADE	POST UPGRADE	VARIANCE	PERCENT
Number of Fixtures	442	442		
Annual Electricity Consumption (kWh)	340,808	99,333	241,475	71%
Annual Electricity Costs	\$80,313	\$39,029	\$41,285	51%
Annual Maintenance Cost	\$7,676	\$1,535	\$6,141	80%
Total Streetlights Expenditures	\$87,989	\$40,564	\$47,425	54%
Average Annual Cost per Fixture	\$199	\$92	\$107	54%

## 8.2 Allowances

The total project cost includes provisional allowances as detailed below:

Provisional Items	Cobrahead	
	%	Quantity
Re-wiring	100%	442
Re-fusing	100%	442
Fuse Holder Replacement	100%	442
Secondary Connection Refresh	20%	88
Fixtures Near High Tension	5%	22

### Billing of Provisional Items

The work covered by the allowances listed above are recommended as they will minimize the likelihood of service calls over the life of the fixtures, greatly reducing maintenance costs. Following the installation phase, should fewer than the estimated provisional amounts be required (rewiring, refusing, arm replacement, etc.), the costs shall be adjusted in the final billing, based on actual work performed. During the installation phase, if additional work is required, the Township will be notified first before allowances are exceeded. Any additional work must first be authorized by the municipality and will be handled as a change order.

### Luminaires near high tension wires within a restricted zone:

In the case of Cobrahead fixtures located near high tension wires within a restricted zone, we identify 3 different approaches to address and solve the issue while ensuring safety. The exact quantity of the fixtures located within the restricted zone can only be identified in the installation phase.

1. Safety is always the number one priority, and to that end, we will assess each location with the goal of relocating the affected luminaire to a safe location. This may involve the services of an engineer and additional costs imposed by the LDC/utility both of which will become a pass-through to the Municipality. However, we anticipate that there is a return to the Municipality through lower maintenance costs (fewer service calls) to the luminaire in the future.
2. Engage the services of high voltage crews to replace the existing luminaires, however, this comes at a premium price. This option is not recommended, as it does not solve any future access issues.
3. RealTerm Energy supplies the fixtures only (uninstalled), and the Municipality can work in conjunction with the local utilities to organize the installation.

If, during the installation, we find luminaires near high tension wires within a restricted zone, we will work with your municipal staff to determine which approach the Township prefers.

## 9. FINANCIAL APPRAISAL OF THE CAPITAL OPTION

CAPITAL OPTION *	
Payback Period (Years)	3.6
IRR	26.3%
NPV (Discount rate: 5%)	\$236,061

(\*) Excluding financing costs

### 9.1 Loan Costs

Infrastructure Ontario offers loans at favorable rates to most municipalities seeking to improve their civic infrastructure. Interest rates vary with market conditions and are set at the prevailing rate at the time the loan is advanced. The table below summarizes payment options which would be available to fund the project through Infrastructure Ontario. Please note these rates change daily and are submitted below for evaluative and budgeting purposes.

CAPITAL COST*	TERM (YEARS)	INTEREST RATE	ANNUAL PAYMENT	COST OF BORROWING
\$176,594	10	2.79%	<b>\$20,242</b>	\$25,826
\$176,594	15	3.09%	\$14,706	\$43,997

\* Investment cost less IESO rebate

### 9.2 Net Savings After Financing Costs

Year	1	2	3	4	5	6	7	8	9	10
Annual Savings	\$47,426	\$48,787	\$50,188	\$51,630	\$53,113	\$54,640	\$56,212	\$57,829	\$59,493	\$61,206
<b>Loan Repayment</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>	<b>\$20,242</b>
Net Savings	\$27,184	\$28,545	\$29,946	\$31,388	\$32,871	\$34,398	\$35,970	\$37,587	\$39,251	\$40,964

We have assumed that, an Infrastructure Ontario loan with an amortization term of 10 years would optimize the overall savings potential to the Township.

As can be seen, there are significant net savings from the outset of the project, net of financing costs.

## 9.3 Calculation Assumptions

1. The electricity cost savings were calculated based on Hydro One and Westario Power's current rates valid at the date of the preparation of this IGA. This information can be obtained online on the Ontario Energy Board website<sup>1</sup>. The annual energy savings and the new LED street lighting system were calculated based on the data collected by the GIS/GPS mapping. Any changes in the data obtained will change the energy consumption and cost savings.
2. In Ontario, all electricity rates reflect the wholesale electricity price. In the streetlight rate, the variations of the wholesale electricity prices are reflected by the Monthly Average Hourly Price and the Global Adjustment (updated monthly). In our calculation for Monthly Average Hourly Price we used \$0.01767/kWh and for Global Adjustment we used \$0.09575/kWh. These prices are the average prices of the last 12 months. The current and the historic Monthly Average Hourly Prices and Global adjustment prices are available on the IESO website<sup>2</sup>.
3. We have assumed that the saveONenergy program will continue to be in effect as promised, using the currently published rates (those used for the preapproval), and that there will be no unexpected delays on the part of our partners, which would prevent us from meeting the deadline for the Township to receive this incentive. While we will do everything we can to meet the requirements of this program and to gain this incentive for the Township, RealTerm Energy cannot take responsibility for those aspects which are outside of its control.
4. After the first year, energy and maintenance cost's inflation rate is 3% and 2% respectively.

---

<sup>1</sup> Ontario Energy Board. Electricity Distribution Rate Applications. Retrieved July, 2017, from <http://www.ontarioenergyboard.ca/OEB/Industry/Regulatory+Proceedings/Applications+Before+the+Board/Electricity+Distribution+Rates>

<sup>2</sup> Independent Electricity System Operator. Price Overview - Monthly Average Hourly Prices, By Year. Retrieved July, 2017, from <http://www.ieso.ca/Pages/Power-Data/price.aspx>

## 10. GREENHOUSE GAS REDUCTION

ESTIMATED GREENHOUSE GAS REDUCTION*	IGA Results
Current Annual Energy Consumption (kWh)	340,808
Projected LED Annual Energy Consumption (kWh)	99,333
Annual kWh Savings	241,475
Estimated Annual GHG Reduction (metric tonnes)	10
GHG Reduction over Luminaire Life (metric tonnes)	222

\* GHG emissions depend on the electricity supply mix of the jurisdiction and time of use. These have been calculated using the most current, verified emissions factors found in the average emissions for 2014, released by Environment Canada in the 2016 National Inventory Report.



## 11. CONCLUSION AND RECOMMENDATION

We have implemented a designed solution of selected LED luminaires that conforms to RP-8-2014 guidelines for as many of the streetlight locations as possible.

This combination of LED luminaires will result in energy consumption savings of 241,475 kWh per year over the incumbent HPS fixtures, which is equivalent to 71% energy savings.

If the Township of North Huron chooses to move forward with the Design, Upgrade and Transfer option, the total project cost will be \$220,734 which includes the upgrade of some elements of the lighting infrastructure such as fuses, fuse holders, wiring and secondary connections as stated in section 8.2 - Allowances. The Township should expect a payback period of 3.6 years with an IESO Incentive of \$44,140.

The next steps to start the implementation of this new technology and start seeing energy and maintenance savings are as follows:

- Meeting to review IGA with staff and RealTerm Energy team
- Approval of the IGA
- Submit IESO rebate (prepared by RealTerm, but municipal staff must submit)
- Review contract to proceed with project
- Sign contract



## 12. TERMS AND CONDITIONS

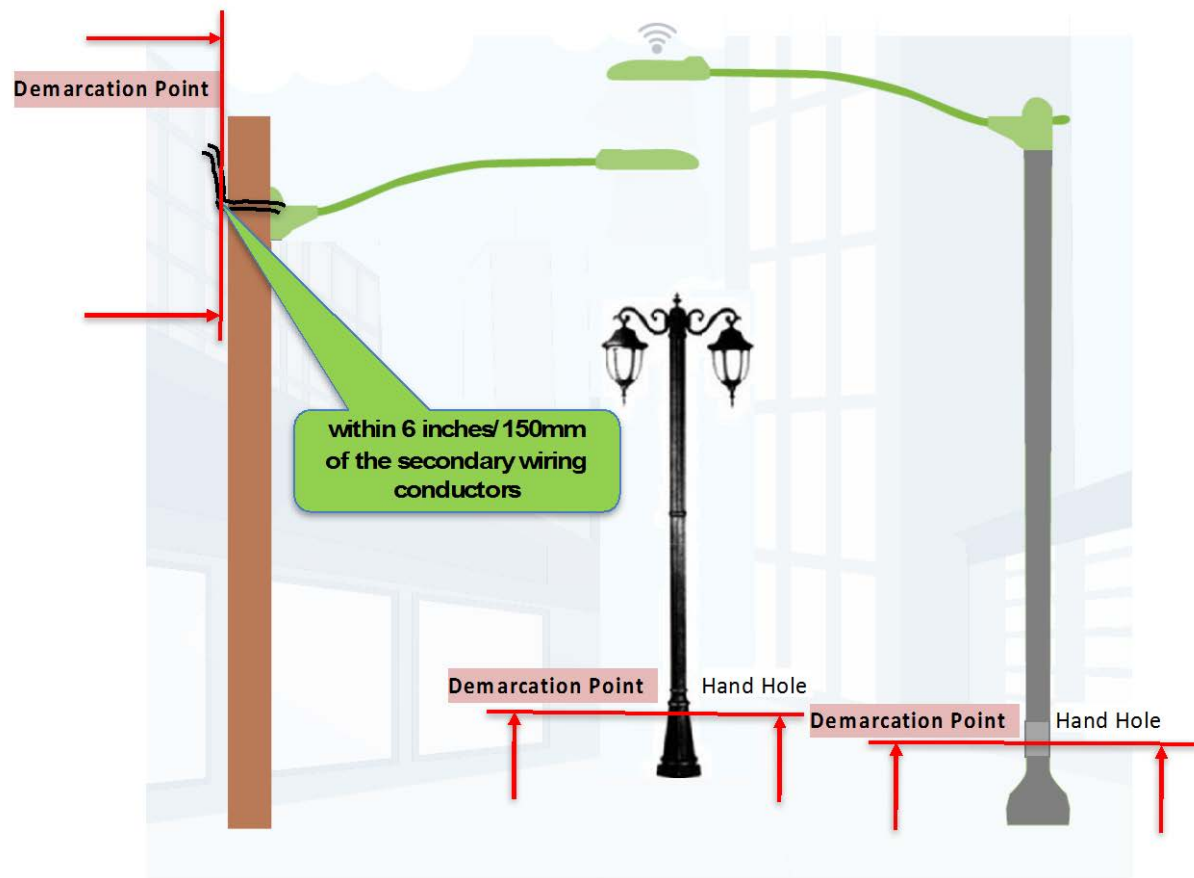
The total project cost includes the following scope of work:

1. Data collection including GIS/GPS mapping of the existing and proposed luminaires.
2. Photometric Lighting Designs.
3. Remove 442 existing HID Cobrahead luminaires and supply and install 442 Cobrahead LED luminaires with photocell controllers.
4. All provisions and allowance detailed on Section 8.2 – Allowances.
5. ESA permits and inspection of work.
6. Recycling of the removed HID luminaires.
7. Project management
8. The Municipality GIS database will be updated once installation is complete to include final LED Inventory installed, date, type, location, etc.
9. Commissioning
10. Completing billing change(s) on your behalf based on the new LED lighting system installed by RealTerm Energy and based on the information provided by the Municipality and LDC/Utility regarding the metered and unmetered lights. RealTerm Energy assumes that the information provided by both parties are accurate and reflects the current state of the actual inventory.
11. Third party quality control for a sample of 20 LED fixtures. Based upon this sample, should further action be required to correct any deficiencies observed in the installation, remedial work and any associated costs shall be borne by the installer.
12. Applying on your behalf for the available IESO incentives. The final incentive amount will be determined by the LDC/Utility and is not guaranteed by RealTerm Energy.
13. RealTerm Energy and our Installation Contractor warrant all workmanship completed within the work area for a period of one (1) year following the completion date of the installation.
14. The Luminaire and Photocell are covered by their manufacturer's warranties for 10 and 12 years, respectively.
15. This IGA is valid until October 31, 2017.
16. The total project cost is in Canadian dollars and does not include the HST.

For greater clarity, the scope of work set forth herein shall constitute the sole and entire scope of work for the Project and supersedes all prior and contemporaneous understandings, agreements, representations and warranties, both written and oral, with respect to the Project. The Parties have not relied on any statement, representation, warranty or agreement of the other Party or of any other person acting on such Party's behalf, including any representations, warranties, or agreements arising from statute or otherwise in law, except for the representations, warranties, or agreements expressly contained in this Agreement. Without limitation of the foregoing, the parties acknowledge and agree that the following items are not included in the scope of work and nor the total project cost:

1. Any cost related to upgrading your existing lighting/electrical systems to provincial and or federal standards
2. Any cost related with the replacement of the existing relays for the group-controlled streetlights (controller box)
3. Any fees related to the connections to the secondary bus in the unlikely case that your LDC/Utility insists on charging a fee
4. Any other fees which may be charged by a third party
5. Any costs related to works beyond the Demarcation Point, described as follows:
  - Work performed on the electrical system by RealTerm Energy will be confined to the Luminaire and an area between the agreed upon "*Demarcation Point*" (in the majority of cases a point within 6 inches/150mm of the secondary wiring conductors) on what is referred to as the "Tail". This is the location at which a Fuse and Fuse Holder should exist and acts as a disconnect to allow easy service, protect the new luminaire and wiring from voltage surges and provide a safe working environment. In the event that a Fuse and Fuse Holder do not exist, they will be installed.
  - For Decorative Poles and Stand-Alone underground fed units the "*Demarcation Point*" is located at the base of the pole in the "Hand Hole". Where Overhead feeds are in use, the "*Demarcation Point*" is located at the base of the arm holding the fixture, where the connection is made to the secondary wires.
  - If RealTerm Energy dispatches a maintenance contractor and the required repairs are outside of the work areas, we will recommend a solution and communicate this information to the Client for approval before proceeding.

## 13. SCOPE OF WORK DIAGRAM



The foregoing excluded items and any other items not included within the scope of work may be provided by RealTerm Energy at an additional cost pursuant to a separate written agreement or amendment between the parties only. The above list of exclusions is not meant to be exhaustive, as network site conditions vary, and shall not operate in any way to limit the exclusions of this paragraph or imply any obligation or duty on the party of RealTerm Energy to complete any work other than the specifically defined scope of work set forth herein.

## APPENDIX A: DECORATIVE FIXTURE (BLYTH ONLY)

### Existing Inventory

TYPE	SYSTEM WATTAGE	QTY	DEMAND (kW)
<b>DECORATIVE FIXTURES</b>			
Decorative Top Hat HPS 150W	190	4	0.8
Villa Lantern Post top HPS 150W	190	35	6.7
<b>Subtotal</b>		<b>39</b>	<b>7.4</b>

### LED Replacements (Actual, Post-Upgrade)

TYPE	WATTAGE	QTY	DEMAND (kW)	DLC
<b>DECORATIVE FIXTURES</b>				
71W_245L 20LEDE10 MVOLT 4K R2 RNA P7 PCLL HSS	71	4	0.3	No
60W_GVD2 P30 40K AS M BK 3 R P BK M P7 PCS	60	35	2.1	Yes
<b>Subtotal</b>		<b>39</b>	<b>2.4</b>	

### Project Cost: Capital Purchase

<b>PROJECT COSTS</b>	
Number of Fixtures	39
<b>Total Project Costs</b>	<b>\$70,540</b>
IESO Incentive	<b>\$3,080</b>
Net Project Costs	<b>\$67,460</b>
Price per Fixture	<b>\$1,729.75</b>

### Investment Return

The payback period of the project, before including any financing costs is **10.3 years**.

## Energy and Maintenance Cost Comparison

PARAMETER	BEFORE UPGRADE	POST UPGRADE	VARIANCE	PERCENT
Number of Fixtures	39	39		
Annual Electricity Consumption (kWh)	32,011	10,299	21,712	68%
Annual Electricity Costs	\$7,528	\$2,354	\$5,174	69%
Annual Maintenance Cost	\$677	\$135	\$542	80%
Total Streetlights Expenditures	\$8,205	\$2,489	\$5,716	70%
Average Annual Cost per Fixture	\$210	\$64	\$147	70%

The Total project cost includes the following costs:

- Refusing Each new LED fixture to include a new fuse
- Fuse Holder Replacement 50% of Inventory to require a new fuse holder
- Rewiring 20% of Inventory to require rewiring
- Disposal Included at no additional cost

Pricing provided in this Appendix is valid only if added to the Cobraheads.

## APPENDIX B: DECORATIVE FIXTURE (WINGHAM ONLY)

### Existing Inventory

TYPE	SYSTEM WATTAGE	QTY	DEMAND (kW)
<b>DECORATIVE FIXTURES</b>			
Decorative Top Hat HPS 150W	190	60	11.4
Deco Downlighting Bell HPS 150W	190	41	7.8
<b>Subtotal</b>		<b>101</b>	<b>19.2</b>

### LED Replacements (Actual, Post-Upgrade)

TYPE	WATTAGE	QTY	DEMAND (kW)	DLC
<b>DECORATIVE FIXTURES</b>				
71W_245L 20LEDE10 MVOLT 4K R3 RNA P7 PCLL HSS	71	15	1.1	No
71W_245L 20LEDE10 MVOLT 4K R2 RNA P7 PCLL HSS	71	45	3.2	No
60W_K823-P4NL-III-60(SSL)8060-120: 277-KPL21-PR7 BEIGE SMOOTH FINISH	60	41	2.5	No
<b>Subtotal</b>		<b>101</b>	<b>6.7</b>	

### Project Cost: Capital Purchase

<b>PROJECT COSTS</b>	
Number of Fixtures	101
<b>Total Project Costs</b>	<b>\$167,462</b>
IESO Incentive	<b>\$0</b>
Net Project Costs	<b>\$167,462</b>
Price per Fixture	<b>\$1,658.04</b>

### Investment Return

The payback period of the project, before including any financing costs is **15.0 years**.

## Energy and Maintenance Cost Comparison

PARAMETER	BEFORE UPGRADE	POST UPGRADE	VARIANCE	PERCENT
Number of Fixtures	101	101		
Annual Electricity Consumption (kWh)	81,462	28,526	52,936	65%
Annual Electricity Costs	\$19,226	\$11,491	\$7,735	40%
Annual Maintenance Cost	\$1,754	\$351	\$1,403	80%
Total Streetlights Expenditures	\$20,980	\$11,842	\$9,138	44%
Average Annual Cost per Fixture	\$208	\$117	\$90	44%

The Total project cost includes the following costs:

- Refusing                                      Each new LED fixture to include a new fuse
- Fuse Holder Replacement                50% of Inventory to require a new fuse holder
- Rewiring                                        20% of Inventory to require rewiring
- Disposal                                        Included at no additional cost

Pricing provided in this Appendix is valid only if added to the Cobraheads.

## APPENDIX C: COMPLETE INVENTORY (COBRAHEAD & DECORATIVES) WITH EPC FINANCING OPTION

### Existing Inventory

TYPE	SYSTEM WATTAGE	QTY	DEMAND (kW)
<b>COBRAHEAD FIXTURES</b>			
HPS 100W (Westario Power)	130	1	0.1
HPS 150W (Westario Power)	190	302	57.4
HPS 250W (Westario Power)	310	2	0.6
HPS 70W (Hydro One)	100	8	0.8
HPS 100W (Hydro One)	130	59	7.7
HPS 150W (Hydro One)	190	70	13.3
<b>Subtotal (Cobrahead)</b>		<b>442</b>	<b>79.9</b>
<b>DECORATIVE FIXTURES</b>			
Decorative Top Hat HPS 150W (Wingham)	190	60	11.4
Deco Downlighting Bell HPS 150W (Wingham)	190	41	7.8
Decorative Top Hat HPS 150W (Blyth)	190	4	0.8
Villa Lantern Post top HPS 150W (Blyth)	190	35	6.7
<b>Subtotal (Decorative)</b>		<b>140</b>	<b>26.6</b>
<b>TOTAL (Cobras &amp; Decos)</b>		<b>582</b>	<b>106.5</b>



**LED Replacements (Actual, Post-Upgrade)**

TYPE	WATTAGE	QTY	DEMAND (kW)	DLC
<b>COBRAHEAD FIXTURES</b>				
62W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q9	62	10	0.6	Yes
43W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q6	43	192	8.3	Yes
62W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q9	62	35	2.2	Yes
43W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q6	43	6	0.3	Yes
88W_BXSP1-HO-HT-3ME-100W-40K-UL-SV-N-Q8	88	31	2.7	Yes
79W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q7	79	7	0.6	Yes
88W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q8	88	4	0.4	Yes
112W_BXSP2-HO-HT-3ME-165W-40K-UL-SV-N-Q5	112	10	1.1	Yes
55W_BXSPR-HO-HT-2ME-60W-40K-UL-BK-N-Q8	55	2	0.1	Yes
55W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q8	55	8	0.4	Yes
43W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q6	43	96	4.1	Yes
79W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q7	79	2	0.2	Yes
61W_BXSP1-HO-HT-3ME-100W-40K-UL-SV-N-Q5	61	14	0.9	Yes
62W_BXSPR-HO-HT-2ME-60W-40K-UL-SV-N-Q9	62	9	0.6	Yes
61W_BXSP1-HO-HT-2ME-100W-40K-UL-SV-N-Q5	61	15	0.9	Yes
62W_BXSPR-HO-HT-3ME-60W-40K-UL-SV-N-Q9	62	1	0.1	Yes
<b>Subtotal (Cobrahead)</b>		<b>442</b>	<b>23.3</b>	
<b>DECORATIVE FIXTURES</b>				
71W_245L 20LEDE10 MVOLT 4K R3 RNA P7 PCLL HSS (Wingham Deco)	71	15	1.1	No
71W_245L 20LEDE10 MVOLT 4K R2 RNA P7 PCLL HSS (Wingham Deco)	71	45	3.2	No
60W_K823-P4NL-III-60(SSL)8060-120:277-KPL21-PR7 BEIGE SMOOTH FINISH (Wingham Deco)	60	41	2.5	No
71W_245L 20LEDE10 MVOLT 4K R2 RNA P7 PCLL HSS (Blyth Deco)	71	4	0.3	No
60W_GVD2 P30 40K AS M BK 3 R P BK M P7 PCS (Blyth Deco)	60	35	2.1	Yes
<b>Subtotal (Decorative)</b>		<b>140</b>	<b>9.1</b>	
<b>TOTAL (Cobras &amp; Decos)</b>		<b>582</b>	<b>32.4</b>	

## Project Cost: Option 1 - Capital Purchase

PROJECT COSTS	
Number of Fixtures	582
<b>Total Project Costs</b>	<b>\$448,993</b>
IESO Incentive	<b>\$47,220</b>
Net Project Costs	\$401,773
Price per Fixture	\$690.33

## Investment Return

The payback period of the project, before including any financing costs is **6.0 years**.

## Energy and Maintenance Cost Comparison

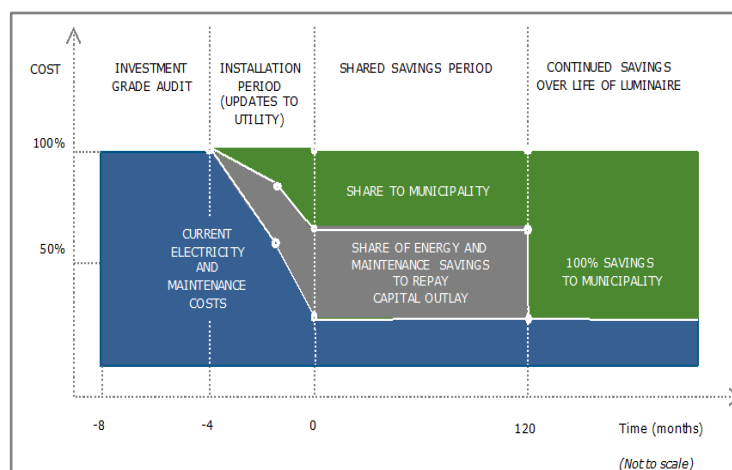
PARAMETER	BEFORE UPGRADE	POST UPGRADE	VARIANCE	PERCENT
Number of Fixtures	582	582		
Annual Electricity Consumption (kWh)	454,281	138,158	316,123	70%
Annual Electricity Costs	\$107,114	\$52,920	\$54,194	51%
Annual Maintenance Cost	\$10,108	\$2,022	\$8,086	80%
Total Streetlights Expenditures	\$117,222	\$54,942	\$62,280	53%
Average Annual Cost per Fixture	\$201	\$94	\$107	53%

## Project Cost: Option 2—Energy Performance Contract

With an accurate inventory, as well as a breakdown of the energy bills and the utility rate structure, we have established a Baseline, which gives an accurate statement of cost associated with operating Township's existing streetlight network (subject to changes by the utility).

The establishment of the Baseline is critical in computing the energy and cost savings that will accrue from upgrading the system to LEDs and determining the split of the shared savings between the Township and RealTerm Energy.

An Energy Performance Contract option would have RealTerm Energy provide all of the upfront capital required to complete the project, and share in the savings with the Township over a 10-year term.



ENERGY PERFORMANCE CONTRACT OPTION DETAILS	IGA Results
Up-front Capital Requirement	Nil
Township's Savings Portion	3.3%
REALTERM ENERGY's Savings Portion**	96.7%
Annual Share of Savings to Client*	\$2,114
Estimated Value of Energy Savings (Over 10 years)	\$24,239
Contract Period	10 years
Warranty maintenance of the fixtures and photocell	Included








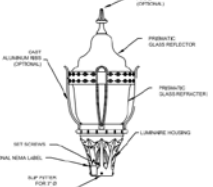




**\*\* Important note:** The share of the cost savings between the Township and RealTerm Energy was calculated based on a IESO incentive of \$47,220 which will be paid to RealTerm Energy and applied directly to reduce the initial project costs. In the event that the actual IESO approved amount paid by the LDC/Utility changes, RealTerm Energy will be required to recalculate (increase or decrease) the share of the cost savings in order to conserve the commercial viability of the contract.

\*Year One Combined Electricity and Maintenance Savings

### What is Included in the Energy Performance Contract Option:

- The same deliverables included in the Design, Upgrade and Transfer Option PLUS
- Guaranteed energy savings throughout the Term
- RealTerm Energy ensures that the network operates to established parameters
- RealTerm Energy is responsible for all luminaires warranty maintenance over the Term
- At end of Term, operations revert back to the Township who then benefits from 100% of the savings

## APPENDIX D: SITE SPECIFIC FIXTURE REPLACEMENTS

Type	Qty.	Replacement	Sample Before Picture	After Picture
HPS Cobra	359	Cree HO Cobra BXSPR		
HPS Cobra	73	Cree HO Cobra BXSP1		
HPS Cobra	10	Cree HO Cobra BXSP2		
Victorian Lantern Post Top (Type 1)	35	Acuity Brands 245L		
Decorative Top Hat 150W HPS	64	Acuity Brands 72W_AVPL2 20LEDE10		
Decorative Downlighting Bell 150W HPS	41	King Luminaire K823		

## APPENDIX E: LUMINAIRE SPEC SHEETS

- The Luminaire Spec Sheets are attached in a separate electronic file.

## APPENDIX F: LUMINAIRE PRODUCT WARRANTY

- We are sending all the Luminaire Spec Sheets in a separate electronic file.

## APPENDIX G: LIGHTING DESIGN LAYOUTS

- We are sending the details of the designs of the proposed LED luminaires in a separate electronic file.

## APPENDIX H: WARRANTY SERVICE AGREEMENT

- Refer to the Warranty Service Agreement, attached as a separate PDF document. The Municipality will be required to sign it.



## APPENDIX I: STANDARD CONTRACT

- Our standard contract document is included with our electronic attachments to this report.



# MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario NOG 1H0  
Tel: 519-887-6137 ext. 21 Fax: 519-887-6424 Email: nmichie@morristorynberry.ca



**Nancy Michie**  
Administrator Clerk-Treasurer

August 24, 2017.

Township of North Huron,  
PO Box 90,  
WINGHAM, ON  
NOG 2WO

Attn: Richard Al  
Clerk

## **Re: Johnston Municipal Drain -2017**

A Notice of the Reading of the report for the Johnston Municipal Drain is attached. North Huron properties form part of the drainage area. It would be preferred if a member of the North Huron Council could attend the **reading of the report to be held on September 5<sup>th</sup>, 2017** at 8:15 pm. .

In accordance with the Drainage Act, we **require** 1 member from North Huron Council to sit on the Court of Revision. Please advise me the name of your representative.

**The tentative date for the Court of Revision is Tuesday October 3<sup>rd</sup>, 2017 @ 7:40 pm.**

Thank you.

Yours truly,

A handwritten signature in black ink, appearing to be 'Nancy Michie', written over a horizontal line.

Nancy Michie

Municipality of Morris-Turnberry,  
PO Box 310,  
41342 Morris Rd.,  
BRUSSELS, ON N0G 1H0

## Notice of Meeting to Consider the Engineer's Report

*Drainage Act, R.S.O. 1990, c. D.17, s. 42*

**To:**

Enter Name

Township of North Huron  
PO Box 90,  
WINGHAM, ON N0G 2W0  
c/o Richard Al, Clerk

In accordance with section 42 of the *Drainage Act*, you as an owner of land affected by the proposed drainage works for the

**Johnston Municipal Drain - 2017**

(Name of drain)

are requested to attend a council meeting to consider the final report filed with the **Municipality**

of **Morris-Turnberry, on Tuesday September 5, 2017**

for this drainage works.

The meeting will take place:

Date (yyyy/mm/dd)

2017/09/05

Time

8:15pm

Location

Council Chambers

If the share of the project cost assessed to your property is more than \$100, a copy of the report is included with this notice.

Name of Clerk (Last Name, First Name )

Michie, Nancy

Name of Municipality

Municipality of Morris-Turnberry

Signature of Clerk



Date (yyyy/mm/dd)

2017/08/24

**Failure to attend meeting:** If you do not attend the meeting, it will proceed in your absence. If you are affected or assessed by this proposed project, you will continue to receive notification as required by the *Drainage Act*.

**Activities at the meeting to consider the report:**

- Usually the engineer will present a summary of the report to council
- For drains initiated by petition:
  - Petitioners will be given an opportunity to withdraw their name from the petition
  - Other owners that benefit from the drain will be given an opportunity to add their name to the petition
- Council must decide whether or not to proceed with the project by provisionally adopting the engineer's report by by-law; they also have the option to refer the report back to the engineer for modifications.
- All property owners affected by the drain will have an opportunity to influence council's decision
- There is no right to appeal assessments or other aspects of the engineer's report at this meeting; these appeal rights will be made available later in the procedure. *Drainage Act, R.S.O. 1990, c. D.17, s. 47 - 54.*

**Petitioners:** After the meeting to consider the final report, if the petition does not comply with section 4, the project is terminated and the original petitioners are responsible for the costs in shares proportional to their assessment in the engineer's report. *Drainage Act, R.S.O. 1990, c. D. 17 s. 43.*





**Patrick Brown, MPP**

Simcoe North  
Leader of the Official Opposition

**Midland Office:**

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

**Orillia Office:**

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

**Queen's Park:**

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

August 18, 2017

Dear Heads of Council,

I am writing to you regarding my recent speech at the Association of Municipalities of Ontario's annual conference, where I announced that an Ontario PC government will reform Ontario's joint and several liability system.

The Ontario PCs recognize that the provincial government must be a partner with municipalities. Together we can be Canada's driving economic engine – a home to job creation. Yet under the Liberals, municipalities and taxpayers are paying more and getting less.

One clear example of this is the issue of joint and several liability. As you know, municipalities can be on the hook for massive damage settlements, even if they are only found minimally liable. This has resulted in spiraling municipal insurance premiums, which often forces municipalities to raise taxes or cut services and recreational activities. Municipalities and taxpayers are paying more and getting less.

Action is long overdue. The Ontario PCs know this – we have raised this issue in the Legislature for years – and we will fix it.

An Ontario PC government will introduce legislation to reform joint and several liability for municipalities. We will ensure that municipalities and taxpayers are protected from unfair and unaffordable litigation practices. We will do so in a way that protects victims and ensures they are fairly compensated.

There are many options for reform. We are committed to consulting with relevant stakeholders, including our municipalities, to ensure we reform the system in a way that is fair to municipalities, victims, and taxpayers.

This is just one of many steps we will take to make life more affordable in Ontario. Ontario's municipalities will be a respected voice under an Ontario PC government, and we look forward to continuing to work with you.

Sincerely,

Patrick Brown  
Leader of the Official Opposition

Rural communities have long recognized the value in working together. Throughout the province, small and rural communities are creating community hubs in order to make it easier for local residents to access the health, social, cultural, recreational and other resources they need together in one spot.

Community hubs serve as a central access point, which:

- offer services in collaboration with different community agencies and service providers
- reduce administrative duplication
- improve services for residents and are responsive to the needs of their communities

The Listowel Wingham Hospitals Alliance is hosting a meeting to explore possibilities on how the Royal Oaks Health and Wellness Centre (former Wingham Public School) can be better utilized as a community hub. Space in the facility is currently used by:

- North Huron Family Health Team
- OneCare Home and Community Support Services
- Wingham and District Health Centre
- Royal Oaks Pharmacy
- Wingham and District Hospital – Speech and Language Services
- Wingham Community Euchre, Bridge and Crokinole
- Huron County Health Unit

The Perth Huron United Way has a strong interest in the development of community hubs and will be supporting the conversation.

Date – Tuesday October 3rd, 2017

Time – 1:00 pm

Location – Royal Oaks Health and Wellness Centre Classroom 12

Please RSVP your intentions to attend to Jennifer Johnston at [jennifer.johnston@lwaha.ca](mailto:jennifer.johnston@lwaha.ca) or 519-291-3125 ext. 6241.

Thank you in advance,

Jennifer Johnston  
Executive Assistant  
Listowel Wingham Hospitals Alliance

## Consent Application Report- File #B29-2017

Owner: Kevin and Kerri Dunn Applicant: Doug Culbert, OLS	Date: 30 August 2017
Property Description: Part Lot 4, Concession 1, Wingham Ward, Township of North Huron (208 Victoria Street East)	

**Recommendation:** That provisional consent be:

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

**Purpose:**

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

Area Severed: 0.471 ha (+/-)(1.16 ac)	Official Plan Designation: Residential (OPA 12 to change to CF)	Zoning: CF- Community Facility
Area Retained: 0.102 ha (+/-) (0.25 ac)	Official Plan Designation: Residential	Zoning: R2- Residential Medium Density

**Review:** This application:

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

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

**Agency/Public Comments:**

	Not Received or N/A	No Concerns	Comments/Conditions
Maitland Valley Conservation Authority	√		
Neighbours/Public			Comments from application circulation citing concern with fencing, noise and effect on property values



Figure 1 Aerial photo of proposed severed (outlined in red) and retained lands (outlined in green)



Figure 2 Aerial photo of proposed severed land





**Figure 3 Photo showing proposed severed land**



**Figure 4 Photo of the proposed retained land**



**Additional Comments:**

The purpose of this application is to sever land and enlarge an abutting property to the south through merging the severed lands. The land to be severed is approximately 1.16 acres and is vacant and is proposed to be merged with the Sacred Heart Catholic Elementary School property, owned by the Huron Perth Catholic District School Board. The land to be retained is approximately 0.25 acres and has an existing house and shed.

*Comments Received*

Comments were received from landowners of abutting properties during the circulation of the severance, Official Plan Amendment and Zoning Amendment applications. The comments stated concerns with the proposed development. Comments from Vanessa Reinhardt identified concern with the lack of fencing or buffering between the residential properties along Carling Terrace and backing onto the vacant portion of the subject property. A representative for the Huron Perth Catholic District School Board stated that a fence is planned for along the abutting residential properties.

## Consent Application Report- File #B29-2017

Comments from Jeff MackIntosh also stated concern with possible increased noise and a negative effect on neighbouring property values. Considering noise impacts for the proposed severance: noise would be limited to during school hours unless there was an established use such as a soccer field for example. Comments from Township staff were received and there were no concerns with the proposed severance.

### *Official Plan Policies*

The subject property is currently designated Residential in the North Huron Official Plan. An Official Plan Amendment was adopted by North Huron Council and the County of Huron Committee of the Whole to change the land use designation from Residential to Community Facility. At the time of writing this report, the Amendment will be put to a motion by County Council on September 6<sup>th</sup> 2017. The Notice of Decision will be sent out shortly after and the appeal period will begin.

Wingham is identified in the North Huron Official Plan as a Primary Settlement Area. The consent policies in Section 11.3.3 of the Township of North Huron Official Plan contain criteria to permit a severance in an Urban designated area, including for land being used for infill purposes in already built-up areas or lot enlargements. Consents for a community facility purposes may be created for infilling purposes if the area is suited for the proposed use.

Community facility development on the subject property is appropriate by utilizing the existing school location and remaining in close proximity to another abutting school land use. The two properties that would benefit the most from severing the vacant portion of the land for a lot enlargement would be either of the two abutting schools to add more land to their yard; the municipal boundary for North Huron and the Primary Settlement Area of Wingham ends at the eastern limit of the Sacred Heart Catholic Elementary School and alternative lot enlargements would be challenging.

This application conforms to the North Huron Official Plan and its consent policies for a severance in an Urban Settlement Area.

### *Provincial Policy Statement*

The 2014 Provincial Policy Statement includes policies for settlement areas that direct planning for new development to maximize land consumption and shall allow for the efficient use of land, infrastructure and public service facilities. The proposed severance of the landlocked vacant portion of the land would efficiently use a currently vacant property not feasible for additional residential development in an existing built-up neighbourhood and is proposing to address the current and future needs for this community facility.

### *Zoning By-Law Provisions*

The subject land is currently zoned Community Facility (CF). A by-law was passed by North Huron Council to amend the zoning to Community Facility (CF) from Residential Medium Density (R2) and did not receive any appeals. The abutting property the severed land is proposed to merge with is zoned Community Facility (CF), which permits the use of a school.

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

## **Recommended Conditions**

### **Expiry Period**

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

### **Municipal Requirements**

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

## Consent Application Report- File #B29-2017

### Survey

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

### Merging

- √ The severed land merge on title with the abutting property to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.
- √ A firm undertaking be provided to the satisfaction of the County from the solicitor acting for the parties, indicating that:
  - a) the severed land and the abutting property to the east will be consolidated into one P.I.N. under the Land Titles system; or
  - b) where consolidation is not possible as the parcels to be merged are registered in two different systems (e.g. the Registry or Land Titles system), a notice will be registered in both systems indicating that the parcels have merged with one another and are considered to be one parcel with respect to Section 50 (3) or (5) of the Planning Act, R.S.O. 1990, C P.13 as amended.
- √ Section 50(3) or (5) of the Planning Act, RSO 1990, as amended, applies to any subsequent conveyance or transaction of the severed land.

### Other

- √ A fence along the west lot line be constructed to the satisfaction of the Township.

As this application to sever and enlarge an abutting property is consistent with the Provincial Policy Statement, conforms to the North Huron Official Plan, and is consistent with the North Huron Zoning By-law, it is recommended for approval with the above stated conditions.

Original signed by  
Laura Young, Planner

30 August 2017  
Date

# Severance B29-2017

*Public Meeting*

*September 5, 2017*







**208 Victoria Street East**

# Comments Received

- Comments from Township staff had no objection to the proposed amendments.
- Comments from members of the public were received that identified concerns for the proposed amendments regarding:
  - Possible increased noise
  - Negative effect on neighbouring residential property values

## Subject Property







## **Subject Property**





## **Subject Property**

# Planning Recommendations

- It is recommended that Consent B29-17 be recommended for approval with recommended conditions
- Plus statement from Council to be included for comments received

	A. Effect of Public Comments on Decision of Council	B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)
1. Council agrees with effects of input as contained in the planning report	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	
2. No comments received	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
3. Supportive comments received	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issues of _____. The comments were addressed through (conditions to approval/changes to the mapping or text of the amendment).
5. Concerns raised did not influence the decision	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
6. Concerns raised did influence the decision	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Agency comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.
7. Comments received in support and opposition to the application	Options from above 1A/3A/4A/5A/6A Page 95	Options from above 1B/3B/4B/5B/6B



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Richard AI, Clerk / Manager of IT  
**DATE:** 05/09/2017  
**SUBJECT:** Welcome to Blyth Sign Agreement Update  
**ATTACHMENTS:** Blyth Sign Agreement

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby authorizes the Reeve and Clerk to sign a Sign Agreement with WVRH Holdings Inc. o/a Huron Tractor for the "Welcome to Blyth" sign located on Queen Street, Village of Blyth;

AND FURTHER THAT the Clerk be instructed to prepare a by-law to adopt the Sign Agreement by By-law at the September 18<sup>th</sup>, 2017 Council Meeting.

### **EXECUTIVE SUMMARY**

In 1989 the Village of Blyth entered into a Sign Agreement with WVRH Holdings Inc. o/a Huron Tractor to establish a "Welcome to Blyth" sign in the Northwest Corner of Block J, Part Park Lot 8, Plan 171, Queen Street, East Side Village of Blyth on property owned by WVRH Holdings Inc.

### **DISCUSSION**

Since the original sign agreement was entered into in 1989 the Council of the Village of Blyth and subsequently the Council of the Township of North Huron have renewed the Sign Agreement with WVRH Holdings Inc. for five-year terms. The current sign agreement expired December 31, 2016 and the staff have had discussions with representatives from WVRH Holdings Inc. regarding the renewal of the Sign Agreement for another five-year term. A draft Sign Agreement was forwarded to WVRH Holdings Inc. in September of 2016 and they have recently agreed to renew the Agreement for another five-year term based on an increase of \$25.00 per year which increases the sum payable annually by the Township from \$350.00 to \$375.00.

At the February 2<sup>nd</sup>, 2017 Council Meeting, a report was presented by staff recommending that Council endorse an agreement for another five-year term. Council directed staff at that time to investigate other options for this sign such as an easement. Through discussions with WVRH Holdings Inc., the Director of Corporate Services has determined that they will maintain the current arrangement and continue with another five-year agreement but do not wish to entertain an easement agreement.

Based on the response from WVRH Holdings Inc. in regard to alternative options coupled with the fact that this agreement has been pending for quite some time and should be resolved promptly, it is recommended that the agreement be entered into for another five-year term.



**FINANCIAL IMPACT**

Entering into the Sign Agreement will result in an expense to the Township of \$375.00 per year for each year of the five-year Agreement. In the past, this expense has been included in the North Huron budget under the Economic Development department.

**FUTURE CONSIDERATIONS**

Alternative options for this sign could be revisited in the future when the agreement is due for renewal.

**RELATIONSHIP TO STRATEGIC PLAN**

Goal 1 - Our community is attractive and welcoming to new businesses and residents.

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



---

Richard Al, Clerk/Manager of IT



---

Larry McGregor,  
Interim CAO/Director of Public Works

## AGREEMENT

THIS AGREEMENT made in duplicate this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
(hereinafter called the Township)

-and-

WVRH HOLDINGS INC.  
o/a Huron Tractor  
(hereinafter called WVRH Holdings Inc.)

WHEREAS the Township has established a "Welcome to Blyth" sign in the Northwest Corner of Block J, Part Park Lot 9, Plan 171, Queen Street, east side, Village of Blyth on the property owned by WVRH Holdings Inc.;

AND WHEREAS the Township and WVRH Holdings Inc. have had similar arrangements since 1989;

NOW THEREFORE parties to this Agreement agree to the following terms and conditions:

THAT:

1. WVRH Holdings Inc. grants permission to the Township, its successors and assigns, the right, at any time, to enter unto the lands described in this Agreement, for the purpose of installing, constructing, repairing and maintaining the said structure.
2. The Township agrees to keep the said structure in good repair at all times.
3. This Agreement to be in force for a term of five (5) years and to be computed from the first day of January, 2017.
4. The Township and WVRH Holdings Inc. agree that this Agreement shall continue and remain in effect for a term of five (5) years from its effective date as set out above, and may be renewed thereafter upon mutual agreement of the Parties.
5. The Township agrees to pay rent annually and for every year after, during the said term of this Agreement to WVRH Holdings Inc. and their assigns, the sum as outlined in Schedule 'A' to this Agreement and payable on the first day of January of each of the five (5) years of this Agreement.
6. The Township and WVRH Holdings Inc. agree that at the termination of this lease, the Township will remove all structures on the leased lands and return the lands as closely as practically possible to their original condition.
7. The Township agrees to include the sign for liability coverage under its municipal insurance policy.

8. In the event of the sale of the lands owned by WVRH Holding Inc., this Agreement shall become null and void and a new Agreement would be required with any new owner.
9. This Agreement may be terminated by either party by giving sixty (60) days written notice to the other party. The form of said notice shall be by personal delivery or by registered mail.

IN WITNESS WHEREOF of the parties hereunto set their hand and seals.

SIGNED, SEALED & DELIVERED IN THE PRESENCE OF:

**Township of North Huron**

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk Richard Al

\_\_\_\_\_  
Date

**WVRH Holdings Inc.**

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Representative

\_\_\_\_\_  
Date

SCHEDULE 'A'

TO

AGREEMENT

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
(hereinafter called the Township)

-and-

WVRH HOLDINGS INC.  
(hereinafter called WVRH Holdings Inc.)

The Township agrees to pay rent annually and for every year during the said term of this Agreement to WVRH Holdings Inc. and their assigns, the sum as outlined below and payable on the first day of January of each of the five (5) years of this Agreement.

January 1, 2017	\$375.00
January 1, 2018	\$375.00
January 1, 2019	\$375.00
January 1, 2020	\$375.00
January 1, 2021	\$375.00





## 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:** 05/09/2017  
**SUBJECT:** Blyth Rail Trail Overpass on Blyth Greenway Trail  
**ATTACHMENTS:** [Click here to enter text.](#)

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accept the report of the Director of Recreation and Facilities for information purposes;

AND FURTHER THAT the Council of the Township of North Huron supports re-opening the Blyth Rail Trail Overpass for one year, and consider the required repairs during the 2018 budget deliberations, and direct staff to discuss with G to G Trail Committee and the Snowmobile Club opportunities for financial support for the repair project.

### **EXECUTIVE SUMMARY**

The Rail Trail Overpass at the east end of the Blyth Greenway Trail was closed on Monday July 10, 2017 to all traffic. One of the rail ties failed, leaving an empty opening on the bridge deck. A bridge inspection was performed by BM Ross Engineering, and this report summarizes their findings and recommendations for next steps.

### **DISCUSSION**

The land used for the Blyth Greenway Trail is leased from the Province of Ontario. As part of that lease, a bridge inspection on the rail trail overpass was required prior to September 30, 2017. Coincidentally one of the rail ties failed leaving a large opening on the deck and the bridge was closed to traffic on Monday July 10, 2017. It was prudent to have the bridge inspected before taking steps to making repairs or re-opening the overpass.

BM Ross Engineering visited the site on July 21, 2017 and performed a structural inspection. Attached to this report is a summary letter from BM Ross that makes up part of the structural inspection report. The following is an excerpt from the letter:

*It is our opinion that the bridge is safe for normal pedestrian use and for the 7 ton trail groomer for one year in its current condition, if the gap from the missing deck plan is covered from curb to curb with plywood. Within one year, the wood deck should be replaced or reassessed for strength. The other work should be done within five years.*

The detailed engineering report included the following required work and cost estimates:

Replace wood deck	\$9,500
Replace barriers	\$4,800
Clean and paint beams/MLE's	\$5,000
Scale loose concrete from abutments	\$4,000
Cast bearing seats on abutments	\$2,500
Engineering and contingencies	\$7,500
Site mobilization and demobilization	\$5,000
Total	\$38,300

It is the opinion of staff that cost savings can be achieved on this project by using internal forces to perform some of the work; for example rebuilding the deck and barriers, and cleaning and painting the beams.

Staff will continue to investigate the proposed work with the intention to perform it over the Spring/Summer of 2018. Council will have an opportunity to review this information and costing during the 2018 budget discussions. At that time staff will have more accurate pricing, and information from G to G Trail Committee and the Snowmobile Club on any potential funding support.

Presently, staff are working to close the gap on the deck as prescribed by BM Ross and re-open the Rail Trail Overpass for pedestrians for the remainder of the trail season, and for the 2017/18 snowmobile season.

#### **FINANCIAL IMPACT**

The immediate repairs to the deck and the engineering report are expensed to the Blyth Parks Repairs and Maintenance budget which has adequate funds for this expense.

Future discussions on the larger repairs will be discussed with the 2018 budget planning.

#### **FUTURE CONSIDERATIONS**

Staff will reach out to G to G Trail Committee and the Snowmobile club for financial support for the project.

#### **RELATIONSHIP TO STRATEGIC PLAN**

Our natural environment is valued and protected.

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



---

Pat Newson, Director of Recreation and Facilities



---

Larry McGregor,  
Interim CAO/Director of Public Works



**BMROSS**  
engineering better communities

**B. M. ROSS AND ASSOCIATES LIMITED**  
**Engineers and Planners**  
62 North Street, Goderich, ON N7A 2T4  
p. (519) 524-2641 • f. (519) 524-4403  
[www.bmross.net](http://www.bmross.net)

File No. 77048

**BY EMAIL ONLY**

August 23, 2017

Larry McGregor  
Interim Director of Public Works  
Township of North Huron  
274 Josephine Street, Box 90  
Wingham, ON N0G 2W0

Dear Sir

**RE: Blyth Rail Trail Overpass**

On July 21, 2017, BMROSS performed a structural inspection of the rail trail bridge in Blyth. The OSIM report was previously sent.

At the time of our inspection, one deck plank was missing and the gap partially covered with plywood. Temporary barriers were placed at each end of the deck.

With the dimensions of the steel beams, we were able to do a quick analysis of the main structural members. It appears that they are an appropriate size to support normal pedestrian loads of 4.8 kPa.

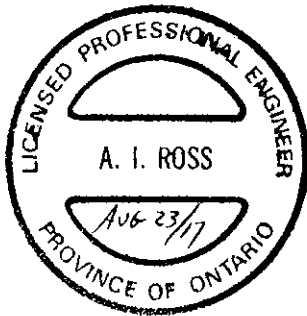
We understand that a trail groomer machine has a gross weight of 7 tons (3,176 kg) and we have analyzed the structure for this load, assuming that the length of the load is about 3.6 m. Based on these assumptions and allowing for appropriate load factors, it is our opinion that the existing steel beams, in their current condition, can safely support the load of the trail groomer. Please note that the strength and stability of the twin beam structure relies on the existing metal clip connections of the wood deck on top of the beams.

It is our opinion that the bridge is safe for normal pedestrian use and for the 7 ton trail groomer for one year in its current condition, if the gap from the missing deck plank is covered from curb to curb with plywood. Within one year, the wood deck should be replaced or re-assessed for strength. The other work should be done within five years.

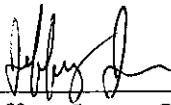
Please contact us if you have any questions,

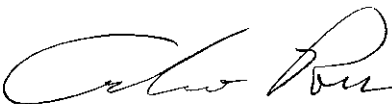
Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED



es

Per   
Jeffrey Jones, Graduate Engineer

Per   
A.I. Ross, P. Eng.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Larry McGregor  
**DATE:** 05/09/2017  
**SUBJECT:** CCTV & Sewer Flushing Award  
**ATTACHMENTS:** RFT submission from CT Environmental Ltd.  
B M Ross and Associates letter

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby received the CCTV & Sewer Flushing Award Report for information purposes;

AND FURTHER THAT RFT-2017-007 for the provision of CCTV & Sewer Flushing be awarded to CT Environmental Ltd. at the amount of \$ 95,600.00 excluding HST as attached.

### **EXECUTIVE SUMMARY**

As per the 2017 Township of North Huron Capital Budget, a Request for Tender (RFT-2017-007) was issued on August 1, 2017 to complete CCTV & Sewer Flushing of various sanitary sewers within the Township of North Huron. This request was advertised and distributed to known contractors capable of completing the work, and closed on August 22, 2017.

### **DISCUSSION**

Upon tender closing, the following bid was the only one received:

Contractor	Price (excluding HST)
CT Environmental Ltd.	\$ 95,600.00

The bid received, does meet the specifications as outlined within the tender. The tender provided unit pricing of \$4.00/m for sewer flushing and CCTV inspection. This unit price applies to the base quantity of 17,000 m for Wingham, and provisional quantity of 6,000 m for Blyth.

The tender pricing from CT Environmental was shared with our engineers' B M Ross and Associates to obtain their opinion as to pricing and value of submission (attached). It was found that typical pricing for this type of work range of \$3.50/m to \$5.00/m for CCTV investigation alone, with additional allowances of \$3.50/m for flushing. The pricing submitted by CT Environmental for this project appears to be favourable.

In addition, past CCTV investigation of portions of the sewer systems in Wingham and Blyth have been completed by CT Environmental. Staff and representatives from B M Ross are currently utilizing these existing records as part of the Water & Wastewater Master Servicing Study for Wingham and Blyth. There will be some benefit in having consistent investigation report format for past and future investigation reports, therefore this presents another advantage in using CT Environmental for the current project.

### **FINANCIAL IMPACT**

The Water and Wastewater budget included \$ 100,000 for Sewer Flushing and CCTV work as a Capital project for 2017. This expense qualifies for the Township's Clean Water and Wastewater Fund (CWWF) grant monies recently approved, as an expense for the Master Servicing Study and some of this expense will be allocated to ensure that the maximum funding is utilized. This funding was not included in the 2017 Capital Budget so any amount of expense we can have covered will have a positive effect on the budgeted bottom line.

### **FUTURE CONSIDERATIONS**

Both the work to be carried out under the CCTV investigation, and the analysis to be carried out using the results, are eligible as a portion of the Township's Clean Water and Wastewater Fund (CWWF) grant monies. For this program, 75% of eligible costs are covered by provincial and federal grants. There is a requirement for 60% expenditure by March 31, 2018. Therefore, timely authorization of the flushing and CCTV investigation is of importance in order to complete the analysis and maximize grant benefit.

All this information will be used to update the Township's asset management data base which in turn will identify infrastructure deficiencies so that they can be dealt with in a responsible manner.

### **RELATIONSHIP TO STRATEGIC PLAN**

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

A handwritten signature in blue ink, appearing to read 'Larry McGregor', is written over a horizontal line.

Larry McGregor, Interim Chief Administrative Officer/Director of Public Works



**B. M. ROSS AND ASSOCIATES LIMITED**  
**Engineers and Planners**  
62 North Street, Goderich, ON N7A 2T4  
p. (519) 524-2641 • f. (519) 524-4403  
[www.bmross.net](http://www.bmross.net)

File No. 17181

August 24, 2017

Larry McGregor, Interim CAO/Director of Public Works  
Township of North Huron  
274 Josephine Street, Box 90  
Wingham, ON N0G 2W0

**RE: Opinion of RFT-2017-007 Results**  
**Wingham and Blyth Sanitary Sewer Flushing and CCTV**  
**CWWF Reference TNH-001 and TNH-002**

You have provided us with a copy of the tender submitted by CT Environmental Ltd. in response to Township RFT-2017-007. We understand that the tender of CT Environmental was the only received for this project, and you would like our opinion regarding the pricing submitted. Our notes are summarized as follows.

The tender provided unit pricing of \$4.00/m for sewer flushing and CCTV inspection. This unit price applies to the base quantity of 17,000 m for Wingham, and provisional quantity of 6,000 m for Blyth. While we do not regularly issue contracts for sewer flushing and inspection services, we do note that as part of planning and budgeting purposes during 2017 for other local municipalities, we have researched typical pricing for this type of work. We have been working with budgets of \$3.50/m to \$5.00/m for CCTV investigation alone, with additional allowances of \$3.50/m for flushing. In our opinion, the pricing submitted by CT Environmental for this project appears to be favourable.

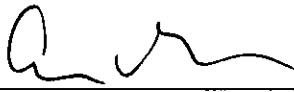
The work to be carried out under project RFT-2017-007, and the analysis to be carried out using the results of the CCTV investigation, are eligible as a portion of the Township's Clean Water and Wastewater Fund (CWWF) grant monies. For this program, 75% of eligible costs are covered by provincial and federal grants. There is a requirement for 60% expenditure by March 31, 2018. Therefore, timely authorization of the flushing and CCTV investigation will be of importance in order to maximize grant benefit.

Past CCTV investigation of a portion of the sewers in Wingham has been completed by CT Environmental. We are currently utilizing these existing records as part of the Water & Wastewater Master Plan for Wingham and Blyth. There will be some benefit in having consistent investigation report format for past and future investigation reports, therefore this presents another advantage in using CT Environmental for the current project.

Based on the above, we see several advantages to awarding the project to CT Environmental. If you have any questions, or require additional information, please call.

Yours very truly

B. M. ROSS AND ASSOCIATES LIMITED

Per   
Andrew Garland, P. Eng.

AJG:es



QUOTATION FORM

CCTV & Sewer Flushing

RFT-2017-007

August 2017

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

TENDER # RFT-2017-007

TENDER CLOSING DATE: Tuesday, August 22, 2017 at 10:00 a.m. (Local Time)

TENDER FOR: The CCTV & Sewer Flushing of various sanitary sewers within the Township of North Huron.

The Tender submitted by Catherine Cook, holding the position of  
(Print Name of Signing Authority for Firm)

Manager, for the firm of CT Environmental Ltd  
(Print Position of Signing Authority for Firm) (Name of Firm or Individual Bidding)

A company duly incorporated under the laws of Ontario, and having its head office at  
(Province)

73595 Goshenline Zurich Ont. N0M 2T0, hereinafter called the "Bidder",  
(Address of Firm or Individual Bidding)

has been provided in duplicate to The Corporation of the Township of North Huron, hereinafter called the "Township", to the care of:

Director of Public Works  
274 Josephine Street  
P.O. Box 90  
Wingham, ON N0G 2W0

I/We, the undersigned, have carefully read and examined the general provisions, specifications and the terms and conditions described in this Tender and have carefully examined and investigated the sites and locations of the work to be done under this Contract. I/We, the undersigned, understand and accept the said conditions, provisions and specifications of the Tender documents, and hereby offer to furnish all labour, equipment and material, except as otherwise specified to complete the work in strict accordance with the Tender documents, for the prices set forth in this Tender Form.

Bidder sign Catherine Cook

Owner sign \_\_\_\_\_

# QUOTATION FORM

CCTV & Sewer Flushing

RFT-2017-007

August 2017

## DECLARATION BY BIDDER

The Bidder has carefully examined all the Tender Documents herewith and understands and accepts the conditions set out therein.

The Bidder has included with this Tender submission a certified cheque or other acceptable security made payable to the Owner in the amount as set out in the Tender Documents. This deposit is subject to the conditions set out in the Submission Requirements.

The Bidder acknowledges that Addendum/Addenda No. 1 \* inclusive has/have been received and that all changes specified in the Addendum/Addenda have been included in the prices submitted.

The Bidder understands that the quantities as shown on the Tender Form are estimated to be approximate only, and are subject to increase or decrease.

The Bidder, for the prices set out in the Tender Form, offers to furnish all labour, equipment and material, except as otherwise specified, to complete the work in strict accordance with the Tender Documents.

The Bidder agrees that Liquidated Damages shall apply for failure to complete the work within the specified timeframes in accordance with the Tender Documents.

The Bidder declares that no person, partnership or corporation other than the Bidder has any interest in this Tender or in the proposed Contract for which this Tender is made.

The Bidder further declares that this Tender is made without any connection, comparison of figures or arrangements with, or knowledge of, any other person, partnership or corporation making a Tender for the same work and is in all respects made without collusion or fraud.

The Bidder understands that the Township reserves the right to reject the lowest or any Tender, or part of any Tender, reject all Tenders, or cancel this Tender process in whole or in part and agrees that the awarding of the Contract by the Owner shall be acceptance of this Tender.

\* to be completed by Bidder (enter nil if no addenda issued)

SIGNED AT THE Zurich IN THE Bluewater  
(City, Township) (County, Regional Municipality)

THIS 16<sup>th</sup> DAY OF August, 2017.

Catherine Cook  
Bidders Authorized Signature and Seal,  
where applicable

Wayne  
Bidders Witness Signature

**REQUEST FOR TENDER (RFT) 2017-007  
CCTV & Sewer Flushing**

**ADDENDUM NO. 1**

Date: August 1, 2017

Proponents shall be advised that the following details have been removed from the RFT:

<b>GENERAL PROVISIONS</b> <u>CCTV Inspection of Sewers</u>	
19.0	The Contractor shall complete CCTV inspection of Private Drain Connections (PDC) with the use of a Lateral Launch Camera and provide a surface marking located to property line when directed by the Contract Administrator. Compensation for this task shall be paid as per Item 1.04.
<b>SCHEDULE OF ITEMS</b>	
1.04	<b>Provisional Item</b> – CCTV Inspection of Private Drain Connection (PDC) with use of lateral launch camera

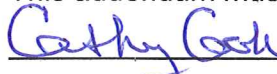
Please use the revised Request for Tender and Schedule of Bid Items with your submission as enclosed within this addendum.

Larry McGregor

Interim CAO/Director of Public Works

Tel: (519) 357-3550 ext.128

This addendum must be signed and returned with your bid submission.

  
\_\_\_\_\_  
Bidder's Signature

QUOTATION FORM

CCTV & Sewer Flushing

RFT-2017-007

August 2017

**SCHEDULE OF ITEMS**

Item	OPSS No.	Description	Unit	Est. Qty.	Unit Price	Total
1.01	409	CCTV Inspection of Sewers with Pan/Tilt Camera complete with Clean & Flush (community of Wingham).	m	17,000	\$4.00	\$68,000
1.02	-	Sewer Cleaning	hr	10	\$210	\$2100.00
1.03	-	<b>Provisional Item</b> – Fleet Stand-By	hr	10	\$150.00	\$1500.00
1.06	409	<b>Provisional Item</b> - Additional CCTV Inspection of Sewers with Pan/Tilt Camera complete with Clean & Flush (community of Blyth).	m	6,000	\$4.00	\$24,000
<b>SUBTOTAL</b>						<b>\$95,600</b>
Subtotal Price (without HST)					\$ 95,600	
Harmonized Sales Tax (13% of Subtotal Tender Price)					\$ 12,428	
<b>TOTAL PRICE (including HST)</b>					<b>\$ 108,028.00</b>	



QUOTATION FORM

CCTV & Sewer Flushing

RFT-2017-007

August 2017

Bidders Experience in Similar Work			
Year Completed	Description of Work	For Whom Work Performed	Value
2015	Camera only	Saugeen Shores	\$45K
2013/14	Flush - Various	Shawn Bromley	\$25K
2015	Flush & Camera	Southwest Middlesex	\$34K

List of Bidders Staff to be Employed on this Contract		
Name	Position	Qualifications/ Experience
Ryan Oesch	Labourer/Operator	20 years
Dave Eagleson	Labourer/Operator	8 years
Matt Howitt	CCTV Operator	4 mths
Doug Marshall	Labourer/Operator	1 year



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Larry McGregor  
**DATE:** 05/09/2017  
**SUBJECT:** OCIF Funding Update  
**ATTACHMENTS:** NONE

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the OCIF Funding Update Report for information purposes;

AND FURTHER THAT the Council of the Township of North Huron approves a reallocation of the Surface Treatment Project included in the 2017 OCIF Formula based funding program to include a Crack Sealing Project for North Huron up to a maximum of \$ 40,000.00;

AND FURTHER THAT the Council of the Township of North Huron accepts quotations from Terra Nova Paving Inc. and Terrance Waugh o/s Waughtertite for the proposed Crack Sealing Project.

### **EXECUTIVE SUMMARY**

During the March 27, 2017 Council meeting the following motion was passed:

THAT the Council of the Township of North Huron hereby receive the report 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.

### **DISCUSSION**

Our surface treatment project that was proposed for OCIF funding as a capital project was approved with a capital cost of this project estimated at \$105,000. This project is necessary to maintain the condition of these particular road segments as they are in need of an additional coat for proper maintained low class bituminous (LCB) structure. The segments proposed are Reid Road from CR 4 to Currie Line and Moncrieff Road from CR 4 to Currie Line, totalling approximately 4 km of surface treatment. This amount was approved within the 2017 Roads Budget.

A joint tender with South Bruce, Morris-Turnberry and North Huron was issued and awarded to Cornell Construction during the May 1<sup>st</sup> Council meeting.

These two segments - Reid Road from CR 4 to Currie Line and Moncrieff Road from CR 4 to Currie Line, totalling approximately 4 km of surface treatment has been completed leaving approximately \$ 40,000 remaining from the original budget of \$ 105,000.

Due to the lateness in the year, contractor availability, and pricing it is too late to retender or to complete more tar and chip surface treatment in 2017. Staff have received approval from the Ontario Community Infrastructure Fund (OCIF) – Formula Component Project to use the remainder of the funding on Road Resurfacing (Crack Sealing Project).

Staff have received quotations from local contractors and would like to complete crack sealing within both Wingham, Blyth and along Westfield Road from Terra Nova Paving Inc. from Walton and Waughtertite from Neustadt.

Quotations received are as followed:

<b>Contractor</b>	<b>Rate per foot</b>
Terra Nova Paving Inc.	\$ 0.95
Waughtertite	\$ 0.925

As part of pavement maintenance and preservation there are different processes which can help to maintain the road network in a relatively high state of condition. One of these processes is the use crack sealing and filling. The sealing process is a localized treatment that is used to prevent water and debris from entering cracks in asphalt and concrete pavements. Crack sealing/filling can be a very effective pavement maintenance tool.

#### **FINANCIAL IMPACT**


The OCIF program funds the proposed formula funded item expenditures, so no financial impact is anticipated to the Township at this time related to those projects noted.

#### **FUTURE CONSIDERATIONS**

It should be noted that significant cost savings were achieved through the use of joint tendering with other municipalities, this practice should be encouraged whenever possible.

#### **RELATIONSHIP TO STRATEGIC PLAN**

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



---

Larry McGregor, Interim Chief Administrative Officer /Director of Public Works



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Larry McGregor  
**DATE:** 05/09/2017  
**SUBJECT:** OPP Costing Presentation to Council  
**ATTACHMENTS:** none

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receive this report for information, and instruct staff to advertise the up-coming meeting at which time representatives from the OPP will present a Police Service Costing to service the Town of Wingham. Members of the public are welcome to attend and hear the presentation.

### **EXECUTIVE SUMMARY**

The Township of North Huron have requested a proposal from the Ontario Provincial Police to provide police service coverage for the Town of Wingham. This proposal is now ready for presentation and will take place on September 25, 2017 in the Opera Hall on the second floor of the Wingham Town Hall, 274 Josephine Street Wingham Ontario. The presentation will commence at 7:00 pm. and is to be a Special Meeting of Council that will be open to the public.

### **DISCUSSION**

The agenda will be as follows; The Reeve will call the meeting to Order and proceed with the required Council business then turn the presentation over to the OPP. After the presentation is complete there will be an opportunity for Council members to ask questions. The OPP presenters will not take questions from the public at this time as a separate Question& Answer public meeting will be scheduled at future time.

Council can chose to vote at this meeting or take up to six (6) months to make a decision to accept or reject the proposal. During the next six month time period the Public Question and Answer meeting will be scheduled. Council will then adjourn the meeting.

Richard Al has made arrangements for audio and visual equipment for the evening to ensue all can hear the presentation.

The CAO will not receive information dealing with the presentation until immediately prior to the meeting.

### **FINANCIAL IMPACT**

Decisions on the provision of Police Services will have a direct impact on all future budget deliberations and the subsequent tax ratios that are set for the Ward of Wingham.

### **FUTURE CONSIDERATIONS**

As stated above



**RELATIONSHIP TO STRATEGIC PLAN**

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

A handwritten signature in blue ink, appearing to read 'Larry McGregor', is written over a horizontal line.

Larry McGregor, Interim CAO/Director of Public Works

Dear Reeve Vincent,

This year, on Tuesday, November 28, 2017, we have the chance to be part of a movement that will change the calendar and help make history. We are celebrating a day dedicated to giving -- when charities, families and businesses can all come together for GivingTuesday – a day to celebrate giving and encourage more, better and smarter giving during the Holiday Season. We at the Wingham & District Hospital Foundation are proud to be part of the Giving Tuesday movement.

Last year, cities and towns throughout North America formally endorsed GivingTuesday. The Governor General also publicly supported GivingTuesday.

In 2016, more than 5,700 partners participated in Canada. Through the power of social media, millions of people spread the word resulting in #GivingTuesday trending on Twitter and receiving tens of millions of media impressions. The movement has also resulted in a significant increase in donations to Canadian charities.

As a GivingTuesday partner, the board of the Wingham & District Hospital Foundation would like to respectfully request that the Township of North Huron officially proclaim November 28, 2017 as GivingTuesday.

North Huron can really help to make GivingTuesday into something that will change the way our community thinks about philanthropy and community service for generations to come. The campaign provides a framework and ideas for people to choose their own best way to contribute to their communities and will provide citizens with an opportunity to share their giving stories. For additional information, please visit [www.givingtuesday.ca](http://www.givingtuesday.ca).

Should you be amenable to this request, we would be happy to provide a written proclamation for your use.

It would be truly be an honor to have the Township of North Huron formally proclaim November 28, 2017 as a day of giving. Thank you for considering our request.

**Nicole Jutzi**

Foundation Coordinator

Wingham & District Hospital Foundation

519-357-3903

Office Hours: Mon, Tues & Wed 8am to 4pm

[www.wdhfoundation.ca](http://www.wdhfoundation.ca)



# Proclamation

## **Giving Tuesday November 28, 2017**

*Giving Tuesday* is a Canadian day of giving and volunteering, taking place each year on the Tuesday following Black Friday and Cyber Monday. It is designated to bring charities, businesses and individuals together to give back to the community in any way they find most personally meaningful.

WHEREAS, Giving Tuesday follows Black Friday and Cyber Monday. This day provides an opportunity to recognize the tremendous impact of philanthropy, volunteerism and community service in the Township of North Huron where people give whatever they are able to give; and

WHEREAS, Giving Tuesday is a day where citizens work together to share commitments, rally for favourite causes, build a stronger community, and think about other people; and

WHEREAS, Giving Tuesday is an opportunity to encourage citizens to serve others throughout the holiday season and throughout the year.

NOW, ON BEHALF OF council and the citizens of North Huron, I, Reeve Neil Vincent, do hereby proclaim November 28, 2017 as:

### ***Giving Tuesday***

in the Township of North Huron, and encourage all citizens to join together to give back to the community.

---

Reeve Neil Vincent  
Township of North Huron

---

Date



August 25, 2017

**Re: Partnering together in *Growing Success***

Dear Reeve Vincent,

The Huron County Economic Development Board was established in 2015 to advise County Council on matters related to strengthening the regional economy. This responsibility includes identifying opportunities to improve the delivery of development services at both the county and municipal level.

In an increasingly competitive development environment, the Economic Development Board is undertaking the *Growing Success Project*, which is a service delivery review of the economic development services provided in Huron County. Beginning this December, a professional consultant will collect information and analyze delivery options to make recommendations for improving both the effectiveness and efficiency of our economic development service offer. The RFP is attached to this correspondence and the Board requests that this be added to your municipal council agenda for discussion.

As development services are provided across municipal boundaries, the Board cannot undertake this project alone. The cooperation and participation of our partner municipalities is absolutely vital and demonstrates a commitment to ensuring that, together, we are providing the best services possible for tax payer dollars.

With a shared obligation to review performance and ensure that the needs of our clients are being met, the results of this study will benefit the county and all municipalities. The Board would be happy to present the Growing Success Project to your municipal council and looks forward to working collaboratively with your staff as we strive to become the best-in-class development service provider in Ontario.

Sincerely,

Jim Lynn, Chair  
Huron County Economic Development Board

# **COUNTY OF HURON REQUEST FOR PROPOSAL (RFP)**

## **Organizational Effectiveness & Efficiency Review for services related to economic development, business retention and growth for the County of Huron**

### **Summary of the Opportunity**

The objective of the project is to identify opportunities to further enhance economic development within the county and to create a more positive business environment at both the County and Lower Tier (Partner) Municipality level. The County of Huron invites consultants to submit proposals to conduct a review and to identify changes which would improve the efficiency, effectiveness and accountability of local government service providers related to economic development. The goal is to create a blueprint for the best in class delivery structure for the next 5 years.

A copy of the terms of the RFP is attached for your information.

**RFP issued: October 13, 2017**

**RFP closes: November 3, 2017**

### **1.0 General Information**

#### **1.1 Contact Information**

Any additional information may be obtained by contacting:  
Andrew Kemp  
Director, Huron County Economic Development  
519-524-8394 x6  
akemp@huroncounty.ca

## **1.2 Proposal Submission Requirements**

Deadline for proposal submission is 4:00 p.m. on October 13, 2017. Electronic submissions must be submitted to the Huron County Economic Development Board, C/O Andrew Kemp, Director of Economic Development. It is the responsibility of the applicants to confirm delivery of submission.

## **2.0 Project Information**

### **2.1 Introduction and Background**

The County of Huron is located on the shores of Lake Huron in one of the Province of Ontario's prime agricultural areas. As a result, Huron County offers an excellent quality of life with convenient access to urban amenities, while also retaining the characteristics of a vibrant and flourishing rural community. At present the County is served by nine municipalities and one county wide administration for a total of 10 separate and distinct governmental agencies. With a population of approximately 60,000 and a combined Upper Tier / Partner Tier governmental budget of \$199 million(2016) (including intergovernmental transfers and all forms of municipal revenue).

Huron County, like many other Ontario communities, is facing a changing economic environment impacted by both local and global economic forces. Both the role and influence of municipalities and citizen expectations for quality service and effective governance are on the rise. It is important to analyze whether historical practices and the resulting delivery structure creates the optimal environment for business expansion and new investment.

Huron County Council endorses the actions of the Huron County Economic Development Board (HCEDB) in conducting an “organizational effectiveness and efficiency review”. A Steering Committee of the HCEDB has been selected to assist in overseeing the work.

## **2.2 Governance**

Consultant will carry out the review under the direction of the Steering Committee. The Steering Committee will:

- Review proposals and select the Consultant using the evaluation criteria in the RFP;
- Provide strategic direction to the Consultant;
- Receive reports and recommendations from the Consultant;
- Review recommendations and make final decision on any changes;
- The report will be presented by the consultant to Huron County Council

## **2.3 Project Scope**

The County of Huron invites consultants to submit proposals to conduct a review and to identify changes which would improve the efficiency, effectiveness and accountability of local government service providers related to economic development.

- Specifically Out of Scope: Emergency Services, Homes for the Aged, Health Unit, GIS Services, Health Unit, Library, Ontario Works, Children’s Services, Social Services, Public Health Services, Cultural Services, General Administrative Services, Provincial Offenses, County Forest Management, Policing Services, Fire Services

## 2.4 Key Project Deliverables

While completing the review of the County and partner Municipality service delivery functions impacting the growth and expansion of existing and new businesses in Huron County the Consultant will:

- Review and comment on documents used to support and enable economic development, as well as undertaking primary and secondary research of best practices in order to comment on: Official Plans, cross border servicing agreements between municipalities, infrastructure sustainability and availability agreements, upper and partner tier shared processes / authorities;
- Create a valid and reliable ranking which indicates how Huron County and its partner municipalities' economic development service delivery processes compare to other jurisdictions of similar size and scale regarding stakeholder satisfaction and service delivery;
- For service functions directly and indirectly impacting economic development, identify gaps and provide recommendations on optimal organizational structure(s) and processes. Considerations should also be given to factors which are aligned to the desired organizational outcomes such as: customer service orientation, service speed, innovation. Outline benefits and challenges relating to implementing optimal structure(s) including issues such as: duplication of service, division of labour, span of control, chain of command, authority, responsibility, delegation and accountability, decision-making processes, turn around and cycle times;



- Report on findings and make prioritized recommendations and best practices including an identification of legislative constraints;
- As applicable, create a roadmap and timetable for change, including key performance metrics to monitor, which will assist the County and partner municipalities in becoming more operationally effective and efficient, customer-focused as well as aligning organizational capacity to ongoing strategic economic development priorities;
- At the discretion of the HCEDB, present to the County of Huron Council in digital and hard copy format;
- Identify (at a macro level) any other service delivery and governance factors impacting overall county-wide system effectiveness for possible additional review in subsequent research.

## **2.5 Timelines and Reporting Requirements**

- The HCEDB is prepared to start this project immediately upon selection of the consultant the project will be completed no later than March 31<sup>st</sup>, 2018;
- The consultant shall be responsible for providing a status report to the HCDEB by January 15, 2017;
- Final report will be submitted to HCEDB by March 31, 2018;
  - The consultant shall be required on its final submission to provide three bound hard copies of the report and one digital copy of the final report.

## **2.6 Project Budget**

Council approved a **total** budget of \$60,000 for this project. Proposals should include details on the items that can be delivered within the scope with an associated budget that outlines the number of days required for tasks contained in the methodology and per diem rates.

The budget should also include costs for travel and other direct expenses associated with the project. All direct expenses are to be billed at actual costs.

Consultants are encouraged (but not required) to provide a detail of value added services that can be provided at an additional cost including the cost and rationale for undertaking them. This is to be a separate section.

## **3.0 RFP Submission Requirements**

Proposal submissions should include as a minimum the following:

- 1) Description of the qualifications of the firm in relation to this project and why your organization would be well-suited to provide the required services;
- 2) Identification of members to be assigned to this project including their role and summary of the team member's knowledge and experience with similar projects.
- 3) Identification of any parties in a joint venture and all sub-consultants and their knowledge and experience;
- 4) Proposed project schedule;
- 5) Work plan outlining approach to be used, including identifying tasks required to be undertaken by Municipal staff.
  - a. Methodology used should generally conform to the deliverables requested; however, the consultant is

encouraged to include description of the proposed services or steps to enhance the quality of the project. These should be submitted under “Additional Services” if any are identified;

- 6) Include a detailed cost estimate for each component of the contract including the work plan and key project deliverables outlined above. The proposal will include a table showing the per diem rates for all staff, contractors and sub-contractors. The overall contract costs for both professional fees and expenses shall not exceed the upset limit, not including HST;
- 7) Name and contact information of three references for similar projects which have been undertaken in the past. References will be contacted by the HCEDB;
- 8) Make full disclosure of any existing business or personal relationship or any real, apparent or perceived conflicts of interest presently in place with the County of Huron. Failure to disclose such an interest may result in termination or cancellation of any agreement that may have been entered into.

#### **4.0 General Conditions and Requirements**

The County of Huron reserves the right to:

- 1) Reject any or all proposals;
- 2) Suspend or cancel the RFP at any time for any reason without penalty;
- 3) Not necessarily accept the lowest cost proposal;
- 4) Accept any proposal which it may consider being in the best interest of the County of Huron;
- 5) Waive formality, informality or technicality in negotiating a satisfactory proposal;

- 6) All proposal submissions will be evaluated using the evaluation criteria contained in this RFP and the project will be awarded to the firm judged to provide the best overall value;
- 7) All firms responding to the RFP will be notified regarding the awarding of the project;
- 8) The successful firm will be required to enter into a formal agreement/contract with the County of Huron;
- 9) The successful firm will be required to acknowledge and adhere to any County policies or bylaws and abide by all Provincial and Federal regulations, acts or legislation requirements;
- 10) The successful firm will be required to provide appropriate insurance coverage at time of contract execution;
- 11) By submitting a proposal, the consultant agrees to public disclosure of its contents subject to the provisions of the Municipal Act, 2001 relating to Freedom of Information and Protection of Privacy;
- 12) All expenses incurred in the preparation and presentation of the response to the RFP is entirely the responsibility of the Consultants;
- 13)** Upon award of the contract, all of the deliverables/design work provided by the consultant for the project will become the intellectual property of the County of Huron;
- 14) The Consultant warrants that they are not in financial arrears with the Workplace Safety & Insurance Board and that all of their employees are fully covered under the terms of the Act and will provide the County with a current Certificate of Coverage during any time in the execution or performance of the resulting contract;
- 15) The Consultant shall defend, indemnify, and hold harmless the County of Huron, all of its officers, agents and employees from and against all claims, actions, suits, demands, proceedings costs, damages and liabilities, arising out of, connected with, or resulting from any acts or omissions of the Consultant or any

agent, employee, subcontractor, or supplier of contractor in the execution or performance of the resulting contract.

## **5.0. Evaluation**

The following is an overview of the evaluation criteria for submissions responding to this RFP:

### Quality of the proposal 40%

- Meets project objectives
- Identifies any issues or challenges
- Suitable method and approach to the problem

### Experience and Qualifications 20%

- Subject matter expertise of firm / team
- Related project experience of firm / team
- Expertise of key personnel to work directly with the County
- Defined roles and responsibilities of each team member

### Work Plan 15%

- Quality of project work plan and timeline
- Quality of deliverables
- Early completion date of project

### Price 25%

- A minimum of 60 out of 75 is required from the above criteria for the proposal to be considered for pricing

## **6.0 Schedule**

The approximate RFP schedule for this project is as follows:

- October 13, 2017 – Date of Posting
- November 3, 2017 – Deadline for submission of proposal
- November 15, 2017 – Proposed award of contract
- December 8, 2017 – Draft outline of work plan
- January 15, 2017 – Status report
- March 31, 2017 or sooner – Draft Final report



SEP  
10

## Float Your Thing

Public · Hosted by [Howson Dam](#)

★ Interested

✓ Going

➦ Share ▼

...



Sunday, September 10 at 1 PM - 3 PM  
Next Week



Wingham Howson Dam

**PUBLIC MEETING  
CONCERNING A PROPOSED  
ZONING BY-LAW AMENDMENT  
AFFECTING THE TOWNSHIP OF NORTH HURON**

**TAKE NOTICE** that Council of the Township of North Huron will hold a public meeting on **September 5, 2017 at 7:00 p.m.** in the Council Chambers of the Township of North Huron to consider a proposed Zoning By-law Amendment under sections 34 and 39 of the Planning Act, R.O.S. 1990, as amended. The amendment affects the Township of North Huron Zoning By-law.

**BE ADVISED** that the Corporation of the Township of North Huron considered this application to be complete on August 1, 2017.

If you are an owner of any land containing seven or more residential units you are requested to post this notice in a location that is visible to all of the residents.

**ANY PERSON** may attend the public meeting and/or make written or verbal representation either in support or in opposition to the proposed zoning by-law amendment.

**IF** a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of North Huron before the by-law is passed, the person or public body is not entitled to appeal the decision of the Township of North Huron to the Ontario Municipal Board.

**IF** a person or public body does not make an oral submission at a public meeting or make written submissions to the Township of North Huron before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body.

**IF** you wish to be notified of the decision of North Huron Township on the proposed zoning by-law amendment, you must make a written request to the Township of North Huron, 274 Josephine Street, Wingham, ON N0G 2W0.

**ADDITIONAL INFORMATION** relating to the proposed zoning by-law amendment is available for inspection during regular office hours at the Township of North Huron, Municipal Office (519-357-3550) and the Huron County Planning and Development Department (519) 524-8394 ext. 3.

Dated at the Township of North Huron  
**This 14th day of August, 2017**

---

***Original Signed by Richard AI, Clerk***

Richard AI, Clerk  
Township of North Huron,  
274 Josephine Street, Wingham ON  
N0G 2W0  
(519)-357-3550

**Purpose and Effect:**

This proposed Zoning By-law Amendment affects Part Lot 1, Concession 10, Blyth Ward, Township of North Huron. The By-law proposes to change the zoning to 'Community Facility – Special Zone (CF-5)' from 'Community Facility (CF)'.

The subject lands require a zone change to permit the proposed accessory structures and redesigned parking area. The subject property is designated Community Facility in the North Huron Official Plan. The special zone permits a maximum of 4 single detached residential units with a maximum floor area of 50m<sup>2</sup> and that the minimum required number of parking spaces is 48.

The property is located on 237 King Street.



**SCHEDULE 1  
CORPORATION OF THE  
TOWNSHIP OF NORTH HURON  
USE BY-LAW 81-2017**

WHEREAS Section 39.1(3) of the Planning Act, 1990, authorizes a municipality to pass a by-law under Section 34 of the Planning Act, 1990, for the purpose of authorizing the use of lands, buildings, or structures for purposes otherwise prohibited by the by-law.

WHEREAS the Council of the Corporation of the Township of North Huron considers it advisable to amend Zoning By-law 82-2008 of the Township of North Huron.

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

1. This by-law shall apply to Part Lot 1, Concession 10, Blyth Ward, Township of North Huron and is comprised of the attached Schedules.
2. By-law 82-2008 is hereby amended by changing 'Community Facility (CF)' to 'Community Facility-Special Zone (CF-5)', the zone symbol on the lands designated zone change to 'CF-5' on the attached Schedule.
3. Section 13.5 CF Special Zones is hereby amended by the addition of the following:

**13.5.5 CF-5**

*The lands zoned CF-5 permits a maximum of 4 one-storey single detached dwellings with a floor area not exceeding 50m<sup>2</sup>. For the area zoned CF-5, notwithstanding the provisions the contrary, the minimum number of required parking spaces shall be 48.*

4. This by-law affects Key Map 3 of By-law 82-2008, as attached as Schedule A.
5. This by-law shall come into force upon final passing, pursuant to Section 34(21) and 39.1(3) of the Planning Act, RSO 1990, as amended.

READ A FIRST TIME ON THE 5<sup>TH</sup> DAY OF SEPTEMBER, 2017.  
READ A SECOND TIME ON THE 5<sup>TH</sup> DAY OF SEPTEMBER, 2017.  
READ A THIRD TIME AND PASSED THIS 5<sup>TH</sup> DAY OF SEPTEMBER, 2017.

---

Neil Vincent, Reeve

---

Richard Al, Clerk

**SCHEDULE 2  
CORPORATION OF THE  
TOWNSHIP OF NORTH HURON  
BY-LAW 81-2017**

By-law 81- 2017 has the following purpose and effect:

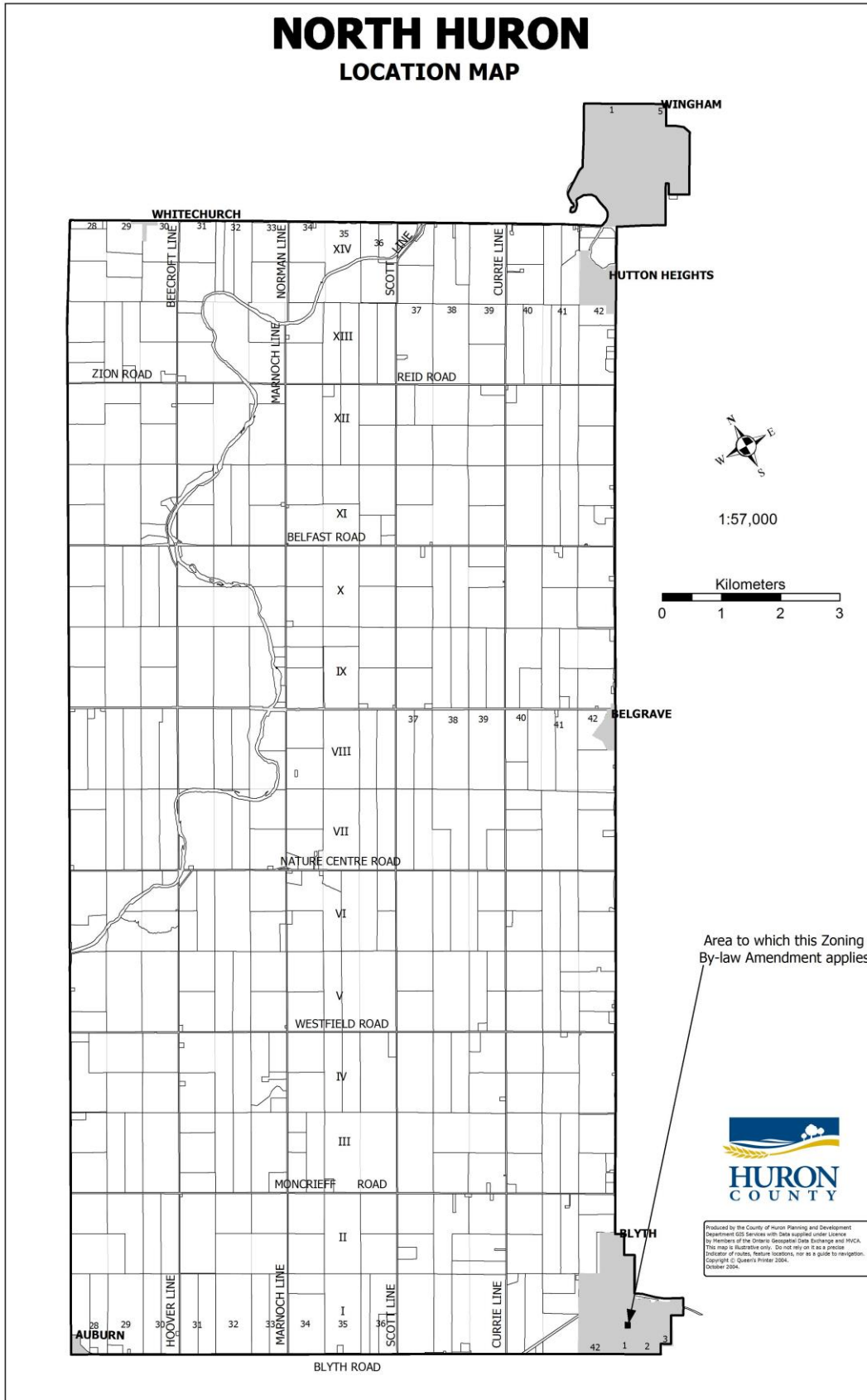
1. This proposed Zoning By-law Amendment affects Part Lot 1, Concession 10, Blyth Ward, Township of North Huron. The By-law proposes to change the zoning to 'Community Facility – Special Zone (CF-5)' from 'Community Facility (CF)'.

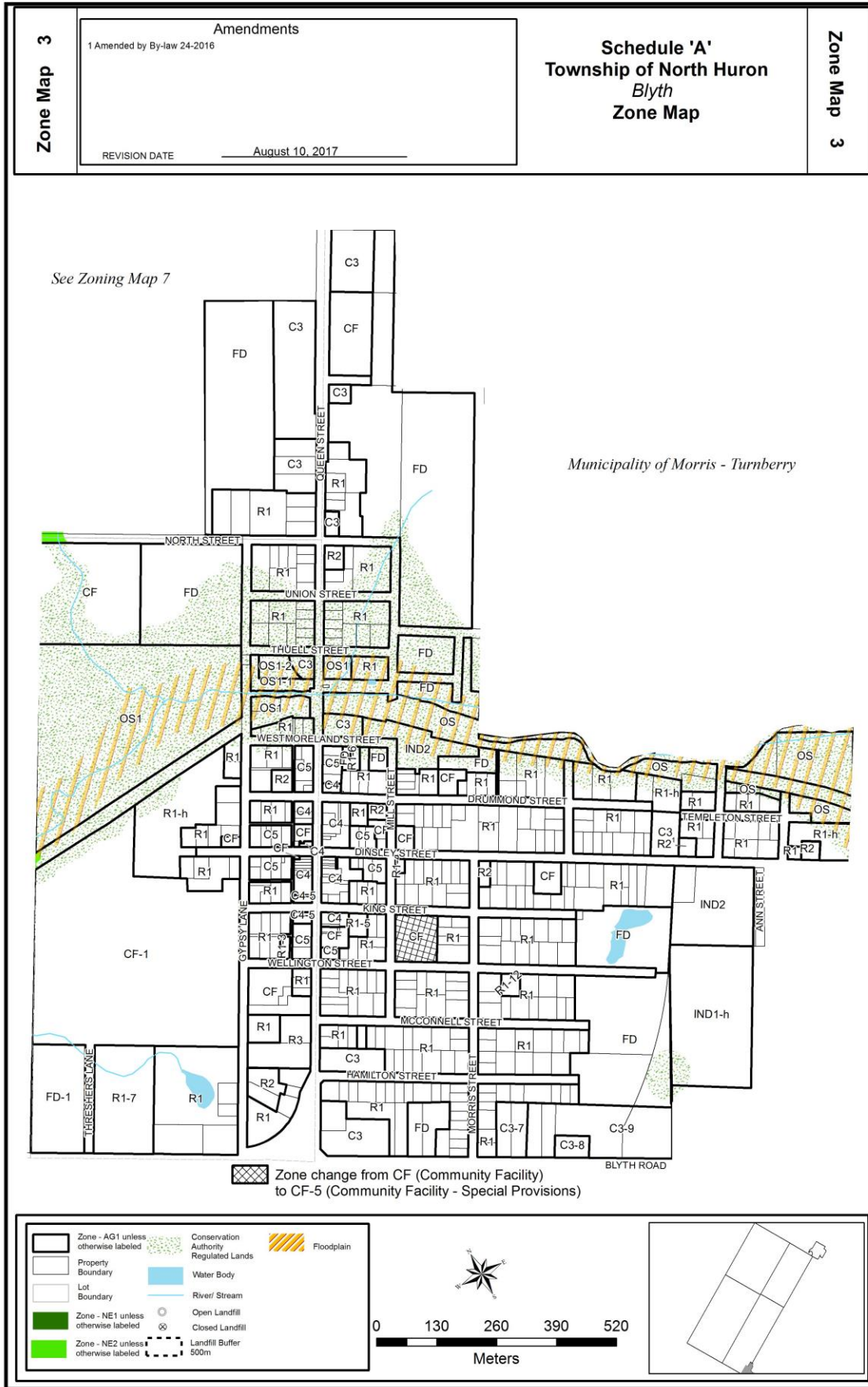
The subject lands require a zone change to permit the proposed accessory structures and redesigned parking area. The subject property is designated Community Facility in the North Huron Official Plan. The special zone permits a maximum of 4 single detached residential units with a maximum floor area of 50m<sup>2</sup> and that the minimum required number of parking spaces is 48.

The property is located on 237 King Street.

2. The map showing the location of the lands to which this by-law applies is shown on the following page and is entitled Location Map.

Schedule A to By-law No. 81-2017





# **THE TOWNSHIP OF NORTH HURON**

## **BY-LAW NO. 82-2017**

### **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 September 5, 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 5<sup>th</sup> day of September, 2017.

**READ A THIRD TIME AND FINALLY PASSED** this 5<sup>th</sup> day of September, 2017.

---

**Neil Vincent, Reeve**

**SEAL**

---

**Richard Al, Clerk**