

THE TOWNSHIP OF NORTH HURON
COUNCIL AGENDA



Date: Monday, March 19, 2018
Time: 7:00 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

	Pages
1. CALL TO ORDER	
2. CONFIRMATION OF THE AGENDA	
<i>THAT the Council of the Township of North Huron; accept the Agenda for the March 19, 2018 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 Item 4.1.1;</i>	
<i>AND FURTHER, that all other Consent Items save and except for Cheque 502314 of Item 4.2.1, be received for information.</i>	
<i>THAT the Council of the Township of North Huron hereby receives Cheque 502314 of Item 4.2.1 for information.</i>	
4.1 Minutes	
4.1.1 Minutes of the Regular Council Meeting held March 5, 2018	8
4.1.2 Minutes of the Economic Development Meeting held February 1, 2018	19
4.1.3 Minutes of the Wingham BIA Annual General Meeting held February 22, 2018	25
4.2 Reports	
4.2.1 Bills and Accounts	29
4.2.2 Finance Department Report 03-19-18 (Department Update)	47
4.2.3 Finance Department Report 03-19-18 (2017 Reserves Listing)	49
4.2.4 Finance Department Report 03-19-18 (2017 Tax Supplemental and Tax Write-Off Report)	53
4.2.5 Finance Department Report 03-19-18 (2017 Year to Date Report)	55
4.2.6 Public Works Department Report 03-19-18 (Department Update)	61
4.2.7 Fire Department Report 03-19-18 (January 2018 Activity)	139

4.2.8	Fire Department Report 03-19-18 (February 2018 Activity)	141
4.3	Correspondence	143
4.3.1	Ontario Provincial Police, 2016-2017 Costing Analysis	144
4.3.2	Hometown Heroes, Raise a Little Health Charity Hockey Game July 19, 2018	145
4.3.3	AMO Policy Update - Province Broadens Municipal Investment Powers	150
4.3.4	AMO Policy Update - Canada-Ontario Sign Infrastructure Program Agreement	153
4.3.5	AMO Policy Update - Guidance on Traditional Land Acknowledgement Statements	155
4.3.6	AMO Main Street Revitalization - funding update	159
4.3.7	Notice of Informational Meeting for the Area of the Gregory Municipal Drain	170
4.3.8	Notice - Municipal GHG Fund Application	172
4.3.9	Ministry of Municipal Affairs - Planning Act Regulations related to the Building Better Communities and Conserving Watersheds Act, 2017	173
4.3.10	Official Launch of voterlookup.ca	175
4.3.11	Town of Essex, Resolution re User Pay Childcare Services at AMO and FCM Conferences	177
4.3.12	Province consulting on Draft Agricultural Impact Assessment Guidance Document	179
5.	PUBLIC MEETINGS/HEARINGS AND DELEGATIONS	
6.	REPORTS	
6.1	Clerks Department	
6.1.1	OSUM Conference Registrations	181
	<i>THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Clerk/Manager of IT for information purposes;</i>	
	<i>AND FURTHER, that direction is provided to staff regarding how Council would like to proceed with the registrations.</i>	

6.1.2	By-laws for Consideration (March 2018)	183
	<i>THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Clerk / Manager of IT regarding By-laws for Consideration for information purposes;</i>	
	<i>AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law No. 18-2018, By-law No. 19-2018, By-law No. 20-2018, By-law No. 21-2018, By-law No. 22-2018, By-law No. 23-2018, By-law No. 24-2018, By-law No. 25-2018, By-law No. 26-2018, By-law No. 27-2018 and By-law No. 28-2018 to be passed at the March 19th 2018 Council Meeting.</i>	
6.1.3	Notice of Request for Drain Improvement - Scott Municipal Drain	188
	<i>THAT the Council of the Township of North Huron hereby receives the Notice of Request for Drain Improvement for the Scott Municipal Drain, as described in the request submitted by Melanie Pletch and Eric and Marion Hussey, under Section 78(1) of the Drainage Act;</i>	
	<i>AND FURTHER, that Council supports proceeding with the drainage works and instructs the Clerk to send the notice required under Section 78(2) of the Drainage Act to the Maitland Valley Conservation Authority, OMAFRA and parties who requested the improvement under Section 78(1) of Council's actions.</i>	
6.2	Finance Department	
6.3	Recreation and Facilities Department	
6.4	Public Works / Utilities Department	
6.4.1	Proposed Curbside Collection Contract Amendment	195
	<i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated March 19, 2018 regarding proposed amendments to the Township of North Huron recycling collection program;</i>	
	<i>AND FURTHER, that the proposed changes to the delivery of curbside waste and recycling collection be adopted and implemented effective May 1st, 2018.</i>	
6.4.2	Proposed Clothing Policy Amendments	208
	<i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, the Director of Recreation and Facilities and the Manager of Childcare Services dated March 5, 2018 regarding proposed changes to the Township of North Huron clothing allowance policy;</i>	
	<i>AND FURTHER, that the Council of the Township of North Huron hereby adopts the attached clothing allowance policy and replaces Articles 7.0 and 8.0 of Policy C 3.3, Dress, Grooming, and Personal Hygiene of the North Huron Human Resources Policy Manual, with the attached;</i>	
	<i>AND FURTHER, that the attached clothing allowance policy take effect on January 1st, 2018 (retro-active).</i>	
6.5	Fire Department of North Huron	
6.6	Building Department	

6.7	CAO	
7.	CORRESPONDENCE	
7.1	Public Meeting Concerning a proposed Zoning By-law Amendment affecting the Municipality of Morris-Turnberry	214
	<i>THAT the Council of the Township of North Huron have reviewed and have no concerns regarding the Proposed Zoning By-law Amendment received March 15, 2018, to rezone Plan 162 Pt Lot 71, Belgrave, (30 McCrea Street) as submitted by the Municipality of Morris-Turnberry.</i>	
8.	COUNCIL REPORTS	
8.1	REEVE ACTIVITY REPORT	
8.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
8.3	REQUESTS BY MEMBERS	
9.	NOTICE OF MOTION	
10.	BY-LAWS	
10.1	By-law No. 16-2018	222
	Being a By-law to delegate certain authorities to the Chief Administrative Officer for the Period of July 27, 2018 to December 4, 2018 (Lame duck Period)	
	<i>THAT By-law No. 16-2018; being a By-law to delegate certain authorities to the Chief Administrative Officer for the Period of July 27, 2018 to December 4, 2018 (Lame duck Period); be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.2	By-law No. 17-2018	223
	Being a by-law respecting the issuing of Licences within the Township of North Huron	
	<i>THAT By-law No. 17-2018; Being a by-law respecting the issuing of Licences within the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.3	By-law No. 18-2018	236
	Being a By-law to amend By-law No. 113-2017; Being a By-law to Establish Fees and Charges for the Township of North Huron.	
	<i>THAT By-law No. 18-2018; Being a By-law to amend By-law No. 113-2017; Being a By-law to Establish Fees and Charges for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	

10.4	By-law No. 19-2018	238
	Being a By-law to Repeal By-law No. 01-2017; A by-law to Appoint Statutory Officers To the Corporation of the Township of North Huron	
	<i>By-law No. 19-2018; being a By-law to Repeal By-law No. 01-2017; A by-law to Appoint Statutory Officers To the Corporation of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
10.5	By-law No. 20-2018	239
	Being a By-law to Appoint a Municipal Weed Inspector for the Township of North Huron	
	<i>THAT By-law No. 20-2018; being a By-law to Appoint a Municipal Weed Inspector for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.6	By-law No. 21-2018	240
	Being a By-law to Appoint a Treasurer for the Township of North Huron	
	<i>THAT By-law No. 22-2018; being a By-law to Appoint a Treasurer for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.7	By-law No. 22-2018	241
	Being a By-law to Appoint a Deputy Treasurer for the Township of North Huron	
	<i>THAT By-law No. 22-2018; being a By-law to Appoint a Deputy Treasurer for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.8	By-law No. 23-2018	242
	Being a By-law to Appoint a Lottery Licensing Officer(s) for the Township of North Huron	
	<i>THAT By-law No. 23-2018; being a By-law to Appoint Lottery Licence Officer(s) for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.9	By-law No. 24-2018	243
	Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.)	
	<i>By-law No. 24-2018; being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.); be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	

10.10	By-law No. 25-2018	250
	Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Subscription Agreement between the Corporation of the Township of North Huron and eSCRIBE Software Ltd., for eSCRIBE software services	
	<i>By-law No. 25-2018; being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Subscription Agreement between the Corporation of the Township of North Huron and eSCRIBE Software Ltd., for eSCRIBE software services.; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.11	By-law No. 26-2018	265
	Being a By-law to appoint a Municipal Auditor for the Township of North Huron	
	<i>THAT By-law No. 26-2018; being a By-law to Appoint a Municipal Auditor for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.12	By-law No. 27-2018	266
	Being a By-law to Appoint a Deputy Fire Chief - Administration for the Fire Department of North Huron	
	<i>THAT By-law No. 27-2018; being a By-law to Appoint a Deputy Chief for the Fire Department of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.13	By-law No. 28-2018	267
	Being a By-law to Appoint a Deputy Fire Chief - Operations for the Fire Department of North Huron	
	<i>THAT By-law No. 28-2018; being a By-law to Appoint a Deputy Chief for the Fire Department of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
11.	ANNOUNCEMENTS	
12.	OTHER BUSINESS	

13. CLOSED SESSION AND REPORTING OUT

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

- Section 239 (2) (k) A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Huron Pioneer Thresher's Agreement);*
- Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employees and Section 239 (2) (d) Labour relations or employee negotiations (Fire Department Personnel)*

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

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

14. CONFIRMATORY BY-LAW

- 14.1

By-law No. 29-2018, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

268

THAT By-law 29-2018; 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, March 5, 2018
Time: 7:01 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: Dwayne Evans, CAO
Richard Al, Clerk/Manager of Information Technology
Donna White, Director of Finance
Pat Newson, Director of Recreation and Facilities
Sean McGhee, Director of Public Works
Kirk Livingston, CBO/Property Standards/Zoning
Tim Poole, Chief, Wingham Police Service
Matt Townsend, Deputy Chief, FDNH
Chad Kregar, Deputy Chief, FDNH
Laura Simpson, Huron County Planner

OTHERS PRESENT: Kelsey Dunbar, Advance Times
Adam Bell, CKNX
James Scongack, Bruce Power
Evonne Carter, Joe Hallahan, Archie MacGowan, Phil Beard,
John Brown, Rob Enders, Gary Rutledge, John Kerr.

1. CALL TO ORDER

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

2. CONFIRMATION OF THE AGENDA

M113/18

MOVED BY: B. Knott

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron; accept the Agenda for the March 5th, 2018 Council Meeting; as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

3.1 Councillor Seip - Bills and Accounts

Councillor Seip declared a conflict on cheque number 502250 under Item 4.2.1 due to the cheque being payable to his spouse, who is an employee in the Child Care department.

3.2 Councillor Seip - Wingham Hitmen Team request for Annual Co-ed Slo-Pitch Tournament event to be proclaimed a municipal significant event and request for Noise By-law Extension

Councillor Seip declared a conflict on Item 7.1 as a member of Hitmen Fastball Team.

4. CONSENT AGENDA

4.1 Minutes

4.1.1 Minutes of the Regular Council Meeting held February 20, 2018

4.1.2 Minutes of the Special Meeting of Council held February 26, 2018

4.1.3 Minutes of the North Huron Police Services Board Meeting held January 23, 2018

4.1.4 Minutes of the Council of the County of Huron - Third Session held February 7, 2018

4.2 Reports

4.2.1 Bills and Accounts

4.2.2 Finance Department Report 03-05-18 (2017 Development Charges Summary Statement)

4.2.3 Recreation and Facilities Report 03-05-18 (Department Update)

4.3 Correspondence

4.3.1 Huron Perth Landowners Association Statement re feasibility of the Wingham Airport

4.3.2 Notice of Passing of a Zoning By-law Amendment by the Municipality of Morris-Turnberry, South Part Lot 1, Concession 1, Morris Ward

4.3.3 Proclamation of the Building Better Communities and Conserving Watersheds Act, 2017 changes to the land use planning and appeal system

4.3.4 Coalition for Huron Injury Prevention Winter Newsletter 2018

4.3.5 East Wawanosh Ward Residents Petition to continue with OPP Service in East Wawanosh

4.3.6 Stephen Hill - Public Safety Information Request

M114/18

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

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

AND FURTHER THAT all other Consent Items save and except for Cheque 502250 of Item 4.2.1, be received for information.

CARRIED

M115/18

MOVED BY: J. Campbell

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby receives Cheque 502250 of Item 4.2.1 for information.

CARRIED

5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

5.1 James Scongack, Vice President Corporate Affairs, Bruce Power

James Scongack, Vice President Corporate Affairs delivered a presentation on behalf of Bruce Power.

J. Scongack provided an overview of Bruce Power as an organization as well as an overview of the energy market.

J. Scongack provided an update on Bruce Power operations and outlined Bruce Power's regional economic development initiative and various public outreach programs.

J. Scongack provided details of Bruce Power's 10 year licence renewal.

J. Scongack provided details of the community funds available from Bruce Power.

Mr. Scongack was thanked and departed the meeting at 7:24 pm.

6. REPORTS

6.1 Clerks Department

6.1.1 Restricted Acts of Council (Lame Duck Periods)

M116/18

MOVED BY: B. Knott

SECONDED BY: T. Seip

*THAT the Council of the Township of North Huron hereby receives the Restricted Acts of Council (commonly known as the 'Lame Duck Periods') report of the Clerk/Manager of IT for information purposes;
AND FURTHER, that the Clerk is directed to prepare the necessary by-law for the March 19th, 2018 Council Meeting, delegating authority to the Chief Administrative Officer from July 27, 2018 (Nomination Day) to December 3rd, 2018;
AND FURTHER, that the by-law shall come into force only in the event and if it is determined by the Municipal Clerk with certainty that less than 75% of the current members of Council will be returning to sit on the new Council after Nomination Day of the 2018 Municipal Elections.*

CARRIED

6.1.2 Licensing By-law Review

M117/18

MOVED BY: B. Vodden

SECONDED BY: J. Campbell

*THAT the Council of the Township of North Huron hereby receives the March 5, 2018 report of the Clerk / Manager of IT regarding Licensing By-law Review, for information purposes;
AND FURTHER, that Council directs the Clerk to prepare a final version of the updated Licensing By-law for consideration at the March 19, 2018 Council Meeting.*

CARRIED

6.2 Finance Department

6.2.1 2017 Additional Transfers to Reserves

M118/18

MOVED BY: B. Knott

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance in regard to the 2017 Additional Transfers to Reserves for information purposes;
AND FURTHER THAT Council authorizes the Director of Finance to proceed with the 2017 Additional Transfers to Reserves in the amount of \$178,569.85 as per attached listing.

CARRIED

6.3 Recreation and Facilities Department

6.3.1 Wingham Lions Club Santa Claus Parade

Councillor Seip noted that he will be contributing to the insurance costs associated with the Wingham Lion's Club Santa Claus Parade.

M119/18

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby receives the report of the Director of Recreation and Facilities, dated March 5, 2018, regarding the Wingham Lions Club Santa Claus Parade for information purposes;
AND FURTHER THAT North Huron Council accepts the recommendation from BFL Canada (Township's insurance provider) requiring large service organizations to purchase the additional insurance policy through the Facility User Program, at a cost of approximately \$300.00 to cover \$5,000,000 general liability insurance for the event.

CARRIED

6.4 Public Works / Utilities Department

6.5 Fire Department of North Huron

6.5.1 Comments on Proposed Draft Fire Service Regulations

M120/18

MOVED BY: R. Hallahan

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby authorizes Deputy Chief Matt Townsend to provide the following comments, on behalf of the Township of North Huron, on the proposed draft regulation changes of the Ministry of Community Safety and Correctional Services (M.C.S.C.S.) under the Fire Protection and Prevention Act (F.P.P.A.).

CARRIED

6.6 Building Department

6.6.1 Whitfield Municipal Drain

Drainage Superintendent, Kirk Livingston delivered an overview of the Whitfield Drain and provided details of the current condition of the drain.

Discussion took place regarding the Whitfield Drain.

M121/18

MOVED BY: J. Campbell

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby consider appointing an Engineer under Section 78 (1) of the Drainage Act requesting a report for repairs and improvements to the Whitfield Municipal Drain; AND FURTHER, that the Drainage Superintendent is directed to investigate availability of Engineers and report back to Council.

CARRIED

6.7 CAO

6.7.1 Libro Credit Union Growing Prosperity Fund Draft Applications

M122/18

MOVED BY: B. Knott

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby receives the March 5 2018, report of the Chief Administrative Officer regarding a Libro funding application, for information purposes; AND FURTHER, that Council supports two funding applications to the Libro Credit Union Growing Prosperity Fund; AND FURTHER, that Council grants pre-budget approval of \$10,000 from the economic development budget to support two Libro Credit Union Growing Prosperity Funding applications (\$5,000 towards each application).

CARRIED

7. CORRESPONDENCE

7.1 Wingham Hitmen Team request for Annual Co-ed Slo-Pitch Tournament event to be proclaimed a municipal significant event and request for Noise By-law Extension

M123/18

MOVED BY: R. Hallahan

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby supports the Wingham Hitmen Fastball Team in making application to the LCBO for a Special Occasion Permit to hold a beer garden at Riverside Park and Libro Field in conjunction with the Slo-Pitch tournament to be held on July 20, 21 & 22, 2018;

AND FURTHER THAT Council proclaims the event of Municipal Significance; AND FURTHER THAT Council authorizes an exemption to Noise Control By-law 20-2009, extending the Noise By-law from 11:00 p.m. to 1:00 a.m. on the dates of July 20 and 21, 2018.

CARRIED

- 7.2 Morris-Turnberry - Notice of Public Meeting Concerning a Proposed Minor Variance - Stephen Kennedy

M124/18

MOVED BY: Y. Ritsema-Teeninga

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron have reviewed and have no concerns regarding the proposed Minor Variance received February 26, 2018 as it relates to 125 Maitland Street, Wingham, and as submitted by the Municipality of Morris-Turnberry.

CARRIED

- 7.3 Morris-Turnberry - Notice of Public Meeting Concerning a Proposed Minor Variance - Canadian Crane Rentals

M125/18

MOVED BY: J. Campbell

SECONDED BY: R. Hallahan

THAT the Council of the Township of North Huron have reviewed and have no concerns regarding the proposed Minor Variance received February 28, 2018 as it relates to 160 Potter Street, Wingham, and as submitted by the Municipality of Morris-Turnberry.

CARRIED

8. COUNCIL REPORTS

8.1 REEVE ACTIVITY REPORT

Reeve Vincent reported attending the Blyth BIA Annual General Meeting on February 22, 2018. He noted that a discussion concerning snow removal from the streets in Blyth took place during the meeting.

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

Councillor Ritsema-Teeninga reported that the Wingham BIA Annual General Meeting was held on February 22, 2018 and noted that awards were given to Lorne and Margaret Humphrey for Lifetime Achievement, Chris Parks for Volunteer of the Year, Christine McGrath of Christine's Clothes Closet for Business of the Year and McDonagh Insurance and Jewels Designs / Earth Angel were both recipients of Civic Improvement Awards.

Councillor Ritsema-Teeninga reported that March 8 is International Women's Day. The lineup of authors for the 2018 Alice Munro Festival will be announced on that day. Councillor Ritsema-Teeninga noted that all the authors for 2018 are women and that the tagline is 'Word Has Gotten Out'. Councillor Ritsema-Teeninga noted that for 2018 the Saturday events will be held in Bayfield and Sunday events will be held in Wingham.

8.3 REQUESTS BY MEMBERS

9. NOTICE OF MOTION

10. BY-LAWS

10.1 By-law No. 14-2018

Being a by-law to authorize the Reeve and Clerk to execute and affix the Corporate Seal to enter into an Agreement for the Sharing of Building Services with the Municipality of Morris-Turnberry

M126/18

MOVED BY: B. Vodden

SECONDED BY: T. Seip

THAT By-law No. 14-2018; being a by-law to authorize the Reeve and Clerk to execute and affix the Corporate Seal to enter into an Agreement for the Sharing of Building Services with the Municipality of Morris-Turnberry; 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 Wingham Ward Policing**

Councillor Ritsema-Teeninga moved a motion to maintain the Wingham Police Service.

Deputy-Reeve Campbell called for a recorded vote on this item.

Councillor Seip noted respecting the Wingham Police Service and the Police Chief for the work they do. Councillor Seip commented on levels of service provided to Wingham and North Huron ratepayers as a whole and noted that the cost of services continues to increase and looking at alternatives may provide financial flexibility. Councillor Seip commented on the process that Council went through in terms of requesting the OPP costing proposal and Wingham Police Service analysis and noted that once a decision is made things will move forward through any potential challenges.

Councillor Knott thanked the residents of Wingham for their input into this decision and noted that this decision is not related to Blyth or East Wawanosh wards. Councillor Knott noted receiving a large number of comments from Wingham ratepayers and that approximately 85% indicated they want to maintain the Wingham Police Service. Councillor Knott noted that if the majority want to maintain the Wingham Police Service that it is up to them and they get what they want. Councillor Knott noted that it does not mean that this will not be reviewed again at some point in the future and any challenges will be dealt with moving forward. Councillor Knott commented that ways to reduce costs will be looked at and questioned if any potential savings achieved would have been reallocated in the budget. Councillor Knott reiterated that Wingham residents were overwhelming in their response.

M127/18

MOVED BY: Y. Ritsema-Teeninga

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron thanks the Ontario Provincial Police for the Contract Policing Proposal, Prepared by: Sergeant Kulvir Deol, Originally Dated: September 25, 2017 and Revised on: March 1, 2018;

AND FURTHER, that the Council of the Township of North Huron hereby maintains the service provided by Wingham Police Service and directs staff to communicate Council's decision to the Ontario Provincial Police.

CARRIED

12.1.1 Updated OPP Contract Policing Proposal with updated Salary and Cost Schedule- 2018

13. CLOSED SESSION AND REPORTING OUT

M128/18**MOVED BY:** B. Vodden**SECONDED BY:** R. Hallahan

THAT the Council of the Township of North Huron hereby proceeds at 9:07 pm. to an In-Camera Session (Closed to the Public) to discuss the following:

- *Section 239 (2) (e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employees (Property Standards);*
- *Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employees and Section 239 (2) (e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Code of Conduct Complaint).*

CARRIED**M129/18****MOVED BY:** R. Hallahan**SECONDED BY:** T. Seip

THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 9:20 pm.

CARRIED**M130/18****MOVED BY:** J. Campbell**SECONDED BY:** Y. Ritsema-Teeninga

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

CARRIED

Clerk, Richard Al reported that during the Closed Session Council discussed two items and the general nature of the items are as follows

- Council were provided with an update regarding ongoing legal proceedings against a landowner regarding property standards.
- Council were provided with an update regarding a code of conduct complaint that has been received.

14. CONFIRMATORY BY-LAW

- 14.1 By-law No. 15-2017, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M131/18

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law 15-2017; 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

M132/18

MOVED BY: R. Hallahan

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:21 pm.

CARRIED

Neil Vincent, Reeve

Richard Al, Clerk

North Huron Economic Development Committee
Minutes
February 1, 2018

Attendees: Glen Manjin, Wingham BIA Representative
Karen Stewart, Blyth BIA Representative
Rebecca Rathwell, Centre for Employment and Learning
Chris Watson, Economic Development Officer, Huron County
Dave Tiffin
Murray Simpson
Grant Sparling
Councillor Knott
Dwayne Evans, CAO

Absent: Councillor Seip

CAO Evans welcomed and thanked everyone for attending. New members were introduced.

3.1 The minutes from the January 4, 2018 Economic Development meeting were reviewed.

Moved by: Glen Manjin
Seconded by: Dave Tiffin

That the North Huron Economic Development Committee hereby approves the January 4, 2018 minutes; as presented.

CARRIED

3.2 The Huron County Economic Development Board Minutes dated December 11, 2017 were received.

4.0 Declaration of Pecuniary Interest

None declared.

5.0 Appointment of Committee Chair

To be discussed later in the meeting.

6.0 REPORTS

6.1 Vicki Lass, OMAFRA, information and discussion of the First Impressions Community Exchange Project

It is noted Vicki was unable to attend. Deferred to next meeting.

6.2 Update from Chris Watson on Huron County's various Economic Development initiatives

Chris reports the County has three initiatives underway. A Workforce Attraction and Retention Strategy has been completed and presented to County Council. The goal is to

attract 500 workers to Huron's labour force. The strategy includes retaining youth; attracting youth back to the County; and attracting newcomers. The County is focusing their recruit efforts in adjacent urban areas such as London and Kitchener-Waterloo. A successful job fair was recently held in London. The County is now looking at organizing a similar job fair in the Kitchener-Waterloo area. The County's greatest need for labour is unskilled in the areas of manufacturing and production.

Councillor Knott reports that greenhouses in the Niagara and Leamington areas are being purchased and renovated into cannabis production facilities. These facilities require less labour than traditional greenhouses and as such, employees are being laid off. He suggests the County may wish to consider labour recruitment efforts in these areas.

The other two strategies underway at the County are agriculture and tourism. These strategies are being led by other County staff. Chris offers and the committee expresses an interest in reviewing the strategies in their entirety. Chris will send Dwayne the strategies for distribution to the Economic Development Committee members.

Another initiative the County has been involved with is the Airport Feasibility Study. The County partnered with the Town of Goderich and North Huron to commission a study regarding the sustainability of the airports. The report was presented to the County's Economic Development Board in December, 2017 and members of the public, including Goderich and North Huron staff and Council, were invited to attend. Several North Huron Councillors attended and heard the presentation. Dwayne reported the Study is available on the Township's website would be discussed with North Huron Council in the very near future. Dwayne will forward the link of the report on the Township's website to the committee members.

Chris also reports that the County is hosting an Employer Roundtable in Hensall on February 13, 2018. He commented this may be an initiative the Committee may want to bring to North Huron. He extended an invitation for 1 or 2 members of the committee to attend February 13 Roundtable to observe. After a brief discussion;

Moved by: Karen Stewart

Seconded by: Councillor Knott

That the North Huron Economic Development Committee accepts the County's invitation to send representation to the February 13, 2018 Employer Roundtable event in Hensall and that Glen Manjin attend as the Committee's representative.

CARRIED

Chris highlights that the South Huron Chamber of Commerce is holding a job fair at the South Huron Recreation Centre on March 6, 2018 from 12:00-6:00 pm. Any employer wishing to attend is welcome to do so. Joan Brady, Executive Director, South Huron Chamber of Commerce is organizing this event. In response to a question, Chris believes there is a cost for employers to participate in this event.

6.3 Employer One 2017 Report

In advance of the February 1, 2018 agenda, CAO Evans distributed a copy of the 2017 Employer One Survey Results. It was noted the results of this survey confirm the

previous comments made that unskilled labour is the greatest need. Rebecca noted and echoes Chris' earlier comments that unskilled labour is needed for manufacturing and production. She commented that locals are getting work quickly and very few jobs are getting posted. There was a discussion regarding where jobs are posted. Rebecca commented that the Indeed website is a good source for jobs and most employers with less than 20 employees are filling their vacancies by word-of-mouth. Chris commented that social media is a good tool to attract employees as well as the Huron County Job Board. He suggested the type of position to be filled is a factor when employers are deciding how to advertise vacancies.

Chris advises that he meets with employers regularly. Glen expresses an interest in joining and/or assisting Chris with employer visits. Glen is also interested in attending and learning more about the employer roundtable discussed earlier. It is suggested employers been encouraged to complete the Employer One 2018 Survey.

6.4 Huron Manufacturing Awards Gala, 2018

CAO Evans reports the Huron Manufacturing Association has expressed an interest in holding the Huron Manufacturing Awards Gala, 2018 in North Huron. The event includes a formal, sit down dinner for approximately 300 attendees. Possible venue locations identified by staff are the Knights of Columbus Hall in Wingham and the Blyth Community Centre. One challenge with the Blyth Community Centre venue is that it cannot accommodate 300 attendees at round tables (the preferred layout by the organizers). Other venues are discussed. After a brief discussion:

Moved by: Glen Manjin
Seconded by: Karen Stewart

That the North Huron Economic Development Committee recommends the Huron Manufacturing Awards Gala, 2018 be held on the apparatus floor at the Emergency Services Training Centre.

CARRIED

7.0 Correspondence

- 7.1 Starting a Business & Start Company Plus Info Session, February 8, 2018 from 10:00-12:00 Alice Munro Public Library in North Huron, Wingham

The committee receives this email for information purposes.

- 7.2 Jan McKague-Weishar, Recruitment Officer, Wingham & Area Health Professionals Recruitment

Jan McKague-Weishar has expressed an interest in attending and presenting at a future North Huron Economic Development Committee meeting.

CAO Evans is asked to invite Ms. McKague-Weishar to the March meeting.

- 7.3 Rebecca Rathwell, The Centres for Employment & Learning of the Avon Maitland District School Board re: Job Fairs

After the January Committee meeting, Councillor Knott shared information regarding a job fair being held by the University of Windsor. CAO Evans approached Rebecca to see if coordinating a job fair on behalf of North Huron was within the mandate of The Centres for Employment & Learning. In her email response and as shared with the committee members, Rebecca explains that job fairs are a great way for employers to showcase the employment opportunities that they have and also for job seekers to see what is available in their community and/or other communities.

She notes there have been 3 - multi employer job fairs in HC in recent years, 2 in South Huron (2016\2017) and 1 in Wingham (2016). The Wingham Centre for Employment and Learning also participated in one in Lucknow this Fall. Rebecca explains that often if one employer is wanting to have a job fair they approach the Centres For Employment and Learning to provide the location. This month (January, 2018) the Huron County Ec. Dev. dept. organized and hosted a Job Fair in London. The majority of businesses participating are from Huron Park and/or the south end of the County. This is due to the close proximity of London to the Exeter area where there are currently several employers actively recruiting for vacant positions.

If local employers are expressing an interest in participating in job fairs such as the one hosted by St. Clair College/U of Windsor, that would be a good opportunity for employers to recruit future graduates, especially if there is a particular program offered there that provides the type of training for the skills that employer is looking for. From past experience Rebecca explains that it is best to have someone representing that employer at the job fair, they are best suited to talk about the opportunities available, and even take resumes and/or conduct informal interviews.

The Wingham Centre for Employment & Learning would happily be involved in planning a future job fair, or attending a future job fair along with other stakeholders, i.e the County Ec Dev department, the Township of NH and any local Employers who have expressed interest in participating. The Centre would also would be happy to help promote and assist individual employers if they are participating in a job fair and or wanting to host their own.

At this time Chris suggests the committee review the County's Workforce Retention and Attraction Strategy. This leads to discussions regarding home ownership. Karen suggests the scope of Workforce Retention and Attraction extends to quality of life. The committee generally agrees. Chris notes the County is going to be hosting a development roundtable meeting in March as a means to facilitate development in the County.

At this time there is a discussion regarding the roles and responsibilities of the County and local municipalities regarding economic development. Chris advises that the County takes on projects which benefit the entire County. County staff follow the County's Economic Strategic Plan.

Glen suggests this committee focus on listening to local employers and business owners. He suggests each committee member could take different task(s) and

bring the findings or outcome of the tasks to this committee. Rebecca suggests the committee, as a whole, needs to determine its mandate organizations like the County and The Centres for Employment & Learning can be partners.

Chris explains that each lower tier municipality in the County has an Economic Development Strategic Plan and the County's Plan is derived, in large part, from the lower tier plans. He suggests the committee not feel they are restricted by the contents of the County's Economic Development Strategic Plan.

At this time, Councillor Knott speaks to an article he read in the Windsor Star. It was reported that the City of Windsor provided an \$800,000 tax incentive for the establishment of a turkey product processing facility. The article caught his interest because the product is being raised on farms outside of Wingham. He questioned how the City of Windsor was able to offer this incentive given the Municipal Act. He also questioned how we (North Huron) missed this opportunity. Councillor Knott commented and wondered if North Huron could put a freeze on property taxes as a means to promote residential development in a vacant building.

7.4 OMAFRA's Municipal Youth Engagement Initiative

The committee received the email for information purposes, noting Vicki Lass was not present to provide more details.

7.5 University of Guelph School of Environmental Design and Rural Development, in partnership with OMAFRA is hosting the 3rd annual Rural Study Symposium, February 28, 2018, Conference Centre at 1 Stone Road, Guelph. Registration closes February 9, 2018.

The committee received this email for information purposes.

8.0 Discussion

Glen asks about the status of Economic Development Officer position.

Councillor Knott explains that the position has been eliminated and the available funds are being re-allocated within the Economic Development budget. The committee's role is to advise Council as to how the funds available for economic development should be used.

There is a discussion regarding committee membership. CAO Evans reports he has reached out to local real estate agents who have requested more information regarding the committee. He will provide the information in hopes a local agent expresses an interest to join the committee. Mark Woodward advises that Roland Archer is an agent to the new area. He suggests Roland be invited to join the committee.

Moved by: Karen Stewart
Seconded by: Councillor Knott

CARRIED

Next Meeting: Thursday, March 1, 2018
12:00 pm
221 Josephine St., Wingham

10.0 Adjournment

That the North Huron Economic Development Committee agree that there being no further business before the Committee; the meeting be hereby adjourned at 2:00 pm.

Wingham BIA Annual General Meeting Minutes

Thursday, Feb., 22, 2018

Knights of Columbus Lounge

Attendees: See sign in list below

Call to Order: 7:30 p.m.

Previous Minutes:

- 2017 AGM Minutes read by Secretary. Moved by D. Wallace, 2nd by J. Schiestal to accept minutes as read.

Chairperson Report:

- Chairman D. Kuyvenhoven reviewed 2017 activities with a slideshow.

Treasurer Report:

- Reviewed the 2018 financial statements.
- No questions
- Moved by J. Snyder, 2nd by D. Wallace to accept the financial statements as presented. Passed.

Goals for 2018

- 2017 achievements were reviewed.
- 2018 goals were reviewed. Several are carried over on a yearly basis. Others are new.

2018 Budget:

- Treasurer J. Schiestal presented the draft budget for 2018.
- See attached copy.
- Some discussion regarding Community Cash and getting more information to business owners.
- Moved by D. Wallace, 2nd by D. Peers to accept the budget as presented. Passed

North Huron Council:

- Council BIA Rep Yolanda Ritesma-Teeninga provided update from North Huron Council along with CAO Dwayne Evans.
- CAO noted creation of North Huron Economic Development Committee.
- Council initiatives were discussed along with concerns of housing shortage in Wingham.
- No questions from the floor

Wingham Policing:

- Noted that a public meeting would be held Feb. 26 at 7:00 p.m. at Town Hall Theatre.
- Chairperson stated that the BIA had taken the stand to keep the Town Police.
- CAO informed the meeting that the Police Association has recommended going with OPP policing.

Board of Management Elections:

- The current board has agreed to stay for another year, with the exception of Christine McGrath.
- Sandy Woodcock agreed to come on the board.
- Moved by D. Wallace, 2nd by D. Peers to accept the board as listed.
- Board positions will be determined at the next board meeting.

BIA Awards:

- Yolanda Ritesma-Teeninga and Dave Peers presented the annual awards
- Civic improvement awards were presented to Jewlz Designs, McDonagh Insurance and Earth Angel
- Volunteer of the year was Chris Parks.
- New businesses in town are Gemstone Essence, Treasure Hut and Polished.
- Business of the year went to Christine's Clothes Closet.
- Lifetime achievement award went to Lorne & Margaret Humpfrey for their 40 years of ownership of Bell's Pizza.
- It was noted they had approximately 160 different students employed over the 40 years.

Questions:

- No questions from the floor.

Adjourned at 8:42 p.m. Moved by A. Benninger, 2nd by L. Hearnden

**Wingham Business Improvement Area
Draft Budget
For the year ended December 31, 2018**

REVENUE

Membership fees (2017 - 27,000 + 2% est CPI)	27,500
Total revenue	27,500

EXPENSES

Administration

OBIAA membership	250
2018 OBIAA Conference	2,000
Annual General Meeting/Information Sessions	500
Audit	850
Office Supplies, Postage, etc.	500

4,100

Projects

Christmas Lights	2,500
Curb Appeal	500
Community Events and Sponsorship	750
Wingham BIA Advertising	8,000
Community Cash	750
Festival of Lanterns	750
Christmas Greenery	500
Main Street music (amplifier & 4 speakers)	1,750
Curb appeal special project	4,400
Website	1,000
Entrepreneur development	2,500

23,400

Total Expenses	27,500
-----------------------	---------------

Attendees:

Lorne Humpfrey	Bells Pizza & More (retired)
Margaret Humpfrey	Bells Pizza & More (retired)
Sandy Woodcock	Wingham Advance Times
Dave Wallace	Ernie King Music
Doug Kuyvenhoven	Wingham Super Storage
Chris Parks	Volunteer
Dave Tiffin	Freedom 55 Financial
Breanne Stafford	Libro Credit Union
Kerri Dunn	House of Bloom
Amy Adams	Christine's Clothes Closet
Kathy VanEngen	The Work Shop
Conor McDonagh	McDonagh Insurance
Jason Schiestal	Petropolis
Jim Snyder	Snyder Concepts
Kelsey Dunbar	Wingham Advance Times
Nancy Gillis	KG Electronics
Dwayne Evans	North Huron
Brock Hodgins	Hodgins RONA
Jordan Hodgins	Hodgins RONA
Yolanda Ritesma-Teeninga	North Huron
Angela Benninger	Earth Angel
Julia Norman	Jewelz Designs
Lisa Hearnden	Foxton Fuels
Dave Peers	State Farm Insurance

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 044723 Date 03/13/2018 Amount 9,076.76				
000721 W S I B	2017	03/13/2018	WSIB RECONCILIATION	9,076.76
		Invoice Count	1 Total	9,076.76
Cheque 044724 Date 03/16/2018 Amount 879.00				
004485 BEREAVEMENT AUTHORITY OF ONTAF	1-1-2018	01/02/2018	CEMETERY LICENCE RENEW	879.00
		Invoice Count	1 Total	879.00
Cheque 044725 Date 03/16/2018 Amount 8.71				
001209 BLYTH BUILDING SUPPLIES LTD.	17061	02/05/2018	ARENA B- ANT BAIT	8.71
		Invoice Count	1 Total	8.71
Cheque 044726 Date 03/16/2018 Amount 877.45				
000151 COCA COLA REFRESHMENTS CANADA	05757104	02/14/2018	CONC W/POOL- SUPPLIES	550.31
000151 COCA COLA REFRESHMENTS CANADA	35868811	02/26/2018	CONC B- SUPPLIES	327.14
		Invoice Count	2 Total	877.45
Cheque 044727 Date 03/16/2018 Amount 966.89				
003066 COMPUGEN INC	4089308	02/12/2018	VIRUS SCANNER RENEWAL	966.89
		Invoice Count	1 Total	966.89
Cheque 044728 Date 03/16/2018 Amount 136.27				
001018 DALE PUMP & FARM SERVICE LTD	109535	02/13/2018	PW- PLUMBING SUPPLIES	136.27
		Invoice Count	1 Total	136.27
Cheque 044729 Date 03/16/2018 Amount 937.23				
000885 DEAN'S VALU-MART	641-9680	01/01/2018	EL- FOOD SUPPLIES	76.86
000885 DEAN'S VALU-MART	641-9985	01/01/2018	EL- FOOD SUPPLIES	57.33
000885 DEAN'S VALU-MART	641-9808	02/26/2018	BA-MR- FOOD SUPPLIES	148.55
000885 DEAN'S VALU-MART	641-9834	02/26/2018	EL- FOOD SUPPLIES	55.08
000885 DEAN'S VALU-MART	641-0564	03/01/2018	DAY CARE- FOOD SUPPLIES	367.75
000885 DEAN'S VALU-MART	641-1027	03/05/2018	BA-MR- FOOD SUPPLIES	114.69
000885 DEAN'S VALU-MART	641-1032	03/05/2018	EL - FOOD SUPPLIES	63.59
000885 DEAN'S VALU-MART	642-7820	03/05/2018	COMPLEX- VINEGAR, BLEACI	36.62
000885 DEAN'S VALU-MART	642-8719	03/07/2018	REC PROGRAM SUPPLIES	16.76
		Invoice Count	9 Total	937.23
Cheque 044730 Date 03/16/2018 Amount 73.00				
001590 G & K SERVICES CANADA INC.	6518761907	03/09/2018	ESTC- MATS	73.00
		Invoice Count	1 Total	73.00
Cheque 044731 Date 03/16/2018 Amount 304.20				
004698 HENSALL DISTRICT CO-OP	PE414573	02/28/2018	PW- FUEL 15-34	304.20
		Invoice Count	1 Total	304.20
Cheque 044732 Date 03/16/2018 Amount 7,823.56				
004786 HICKS MORLEY HAMILTON STEWART	439352	02/23/2018	ADMIN- LEGAL FEES	3,520.52

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004786 HICKS MORLEY HAMILTON STEWART	439353	02/23/2018	ADMIN- LEGAL FEES	4,303.04
		Invoice Count	2 Total	7,823.56
Cheque 044733	Date 03/16/2018	Amount	2,034.60	
003138 OWEN SOUND POLICE SERVICES	3426-18	02/27/2018	POLICE - DISPATCH SERVICE	2,034.60
		Invoice Count	1 Total	2,034.60
Cheque 044734	Date 03/16/2018	Amount	29.44	
000520 PUROLATOR COURIER LTD	437241077	02/16/2018	POLICE- COURIER	22.06
000520 PUROLATOR COURIER LTD	437309618	02/23/2018	POLICE- COURIER	7.38
		Invoice Count	2 Total	29.44
Cheque 044735	Date 03/16/2018	Amount	901.11	
004609 RADAR AUTO PARTS- BRUSSELS	5341-218144	02/06/2018	PW- HYDRAULIC HOSE, WIPE	425.93
004609 RADAR AUTO PARTS- BRUSSELS	5341-219204	02/21/2018	PW- OIL FILTER, AIR FILTER	237.12
004609 RADAR AUTO PARTS- BRUSSELS	5341-219532	02/26/2018	PW- AIR FILTERS, OIL FILTER	238.06
		Invoice Count	3 Total	901.11
Cheque 044736	Date 03/16/2018	Amount	120.54	
000524 RADFORDS FARM EQUIPMENT	76914	02/02/2018	ARENA B- BELTS	120.54
		Invoice Count	1 Total	120.54
Cheque 044737	Date 03/16/2018	Amount	3,805.00	
000535 RECEIVER GENERAL FOR CANADA	20180033122	02/07/2018	PW BLYTH- RADIO LICENCE	229.00
000535 RECEIVER GENERAL FOR CANADA	20180033596	02/07/2018	FIRE- RADIO LICENCE RENEW	1,971.00
000535 RECEIVER GENERAL FOR CANADA	20180037348	02/08/2018	AIRPORT- RADIO LICENCE	41.00
000535 RECEIVER GENERAL FOR CANADA	20180037488	02/08/2018	PW- WINGHAM RADIO LICENCE	311.00
000535 RECEIVER GENERAL FOR CANADA	201800409792	02/08/2018	PW- EW- RADIO LICENCE	523.00
000535 RECEIVER GENERAL FOR CANADA	20180050018	02/09/2018	POLICE- RADIO LICENCE	730.00
		Invoice Count	6 Total	3,805.00
Cheque 044738	Date 03/16/2018	Amount	34.65	
003354 RENEE BJORKMAN	3-6-2018	03/06/2018	AQUATICS- MILEAGE	34.65
		Invoice Count	1 Total	34.65
Cheque 044739	Date 03/16/2018	Amount	60.00	
004744 SEAN MCGHEE	3-13-2018	03/13/2018	DRAINAGE SUPERINTENDENT	60.00
		Invoice Count	1 Total	60.00
Cheque 044740	Date 03/16/2018	Amount	67.51	
000631 TEESWATER AGRO PARTS LTD	128455	03/05/2018	PW- BEARING, BELT,	67.51
		Invoice Count	1 Total	67.51
Cheque 044741	Date 03/16/2018	Amount	2,271.18	
003739 UNITED ROTARY BRUSH CORP OF CANADA	CI38274	02/26/2018	PW- PARTS FOR SWEEPER	2,271.18
		Invoice Count	1 Total	2,271.18

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount

Report Total	30,407.10
--------------	-----------

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 004905 Date 03/16/2018 Amount 157.69				
000113 CARSON SUPPLY	S1508766.001	02/14/2018	WATER- CLAMPS	157.69
		Invoice Count	1 Total	157.69
Cheque 004906 Date 03/16/2018 Amount 77.72				
003066 COMPUGEN INC	4089308-W	02/12/2018	WATER VIRUS SCANNER REI	77.72
		Invoice Count	1 Total	77.72
Report Total				235.41

Accounts Payable

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

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 003432 Date 03/16/2018 Amount 113.00				
002395 C.T. ENVIRONMENTAL	4227	02/13/2018	SEWER- REPLACEMENT REP	113.00
		Invoice Count	1 Total	113.00
Cheque 003433 Date 03/16/2018 Amount 77.71				
003066 COMPUGEN INC	4089308-S	02/12/2018	SEWER VIRUS SCANNER REI	77.71
		Invoice Count	1 Total	77.71
Cheque 003434 Date 03/16/2018 Amount 193.26				
002512 TOWNSHIP OF NORTH HURON	175060-S	02/08/2018	SEWER- MSDS ONLINE RENI	193.26
		Invoice Count	1 Total	193.26
Report Total				383.97

Accounts Payable

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

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 001068 Date 03/05/2018 Amount 424.87				
000665 UNION GAS LIMITED	January 2018-1186	02/13/2018	1445 M3- 425 MILL ST PW	424.87
			Invoice Count 1 Total	424.87
Cheque 001069 Date 03/06/2018 Amount 35,603.42				
003888 EQUITABLE LIFE OF CANADA	2-1-2018	02/01/2018	FEBRUARY 2018 REMITTANC	18,447.72
003888 EQUITABLE LIFE OF CANADA	3-1-2018	03/01/2018	MARCH 2018 REMITTANCE	17,155.70
			Invoice Count 2 Total	35,603.42
Cheque 001070 Date 03/07/2018 Amount 226.75				
001365 TOWNSHIP OF NORTH HURON WATER	275306	03/07/2018	WATER PAID TO GENERAL A	226.75
			Invoice Count 1 Total	226.75
Cheque 001071 Date 03/08/2018 Amount 7,177.08				
000665 UNION GAS LIMITED	January 2018-0458	02/16/2018	15122 M3- COMPLEX	4,570.88
000665 UNION GAS LIMITED	January 2018-4108	02/16/2018	2231 M3- TOWN HALL NATUR	677.85
000665 UNION GAS LIMITED	January 2018-5109	02/16/2018	787 M3- POLICE NATURAL G	255.67
000665 UNION GAS LIMITED	January 2018-5340	02/16/2018	1251 M3- LIBRARY NATURAL	391.38
000665 UNION GAS LIMITED	January 2018-5467	02/16/2018	1543 M3- DAY CARE	452.58
000665 UNION GAS LIMITED	January 2018-7408	02/16/2018	2900 M3-445 JOSEPHINE ST	828.72
			Invoice Count 6 Total	7,177.08
Cheque 001072 Date 03/09/2018 Amount 44,161.27				
000535 RECEIVER GENERAL FOR CANADA	3-8-2018-FT	03/08/2018	FT PAYROLL REMITTANCE	34,257.66
000535 RECEIVER GENERAL FOR CANADA	3-8-2018-PT	03/08/2018	PT PAYROLL REMITTANCE	9,903.61
			Invoice Count 2 Total	44,161.27
Cheque 001073 Date 03/12/2018 Amount 8,928.24				
000687 WESTARIO POWER INC.	300250404	02/20/2018	42366 KWH- WINGHAM STRE	8,928.24
			Invoice Count 1 Total	8,928.24
Cheque 001074 Date 03/13/2018 Amount 2,396.66				
000294 HYDRO ONE NETWORKS INC	January 2018-0523	02/22/2018	10998 KWH- BLYTH STREETL	2,396.66
			Invoice Count 1 Total	2,396.66
Cheque 001075 Date 03/13/2018 Amount 6,780.46				
000427 MINISTER OF FINANCE	2-28-2018	02/28/2018	FEBRUARY 2018 EHT REMIT	6,780.46
			Invoice Count 1 Total	6,780.46
Cheque 001076 Date 03/13/2018 Amount 989.77				
000665 UNION GAS LIMITED	January 2018-8454	02/21/2018	1704 M3- FIRE NATURAL GAS	498.35
000665 UNION GAS LIMITED	January 2018-9991	02/21/2018	1679 M3- MUSEUM NATURAL	491.42
			Invoice Count 2 Total	989.77
Cheque 001077 Date 03/13/2018 Amount 19,580.54				
000687 WESTARIO POWER INC.	2103817530	02/22/2018	135720 KWH- COMPLEX	19,552.52

Accounts Payable

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

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000687 WESTARIO POWER INC.	300250448	02/22/2018	0 KWH- PARK DR BALL PARK	28.02
Invoice Count 2 Total				19,580.54
Cheque 001078 Date 03/15/2018 Amount 5,264.85				
000140 CIBC VISA	HiMama- 6799	01/28/2018	DAY CARE- MONTHLY SUBSC	65.54
000140 CIBC VISA	SurveyMonkey 703803	01/28/2018	EC DEV- MONTHLY SUBSCRI	27.00
000140 CIBC VISA	const cont- 18370246	01/28/2018	ESTC- EMAIL MARKETING	57.02
000140 CIBC VISA	U of G- 7261329	01/29/2018	DRAINAGE COURSE- D. STU1	282.50
000140 CIBC VISA	U of G- 7261429	01/29/2018	DRAINAGE COURSE- S. MCG	282.50
000140 CIBC VISA	Canada Post- 1056142	02/01/2018	ESTC- POSTAGE	11.34
000140 CIBC VISA	GoDaddy- 2-6-2018	02/06/2018	EC DEV- DOMAIN RENEWAL	24.73
000140 CIBC VISA	RX Drugmart- 494080	02/06/2018	FITNESS- HAND SANITIZER	33.80
000140 CIBC VISA	OBOA-105686	02/07/2018	BUILDING - COMPLEX BUILDI	452.00
000140 CIBC VISA	MSDS-175060	02/08/2018	MSDS ONLINE RENEWAL	2,512.38
000140 CIBC VISA	Parks & Rec- 23495	02/09/2018	REC ADMIN- PRO MEMBERSH	1,162.77
000140 CIBC VISA	Canada Post- 1058544	02/13/2018	ADMIN- ROLLS OF STAMPS	288.15
000140 CIBC VISA	issuu- 716745	02/15/2018	REC ADMIN- MONTHLY SUBS	50.13
000140 CIBC VISA	Spotify-5079-1	02/17/2018	FITNESS- MONTHLY SUBSCR	14.99
Invoice Count 14 Total				5,264.85
Cheque 001079 Date 03/16/2018 Amount 1,343.69				
000657 TOWNSHIP OF NORTH HURON WATER	2-12-2018	02/12/2018	ESTC/FIRE B- WATER/SEWEF	180.36
000657 TOWNSHIP OF NORTH HURON WATER	2-12-2018-L	02/12/2018	LIBRARY - WATER/SEWER	180.36
000657 TOWNSHIP OF NORTH HURON WATER	2-12-2018-PW	02/12/2018	BLYTH PW SHED- SEWER/W/	180.36
000657 TOWNSHIP OF NORTH HURON WATER	180325	02/21/2018	COMPLEX- WATER/SEWER	683.14
000657 TOWNSHIP OF NORTH HURON WATER	180332	02/21/2018	DAY CARE- WATER/SEWER	119.47
Invoice Count 5 Total				1,343.69
Report Total				132,877.60

Accounts Payable

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

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 000592 Date 03/13/2018 Amount 2,057.88				
000687 WESTARIO POWER INC.	2103817531	02/22/2018	15840 KWH- WELL # 4	2,057.88
		Invoice Count	1 Total	2,057.88
Cheque 000593 Date 03/15/2018 Amount 193.26				
000140 CIBC VISA	MSDS- Water	02/08/2018	WATER MSDS ONLINE RENE	193.26
		Invoice Count	1 Total	193.26
Report Total				2,251.14

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 502257 Date 03/20/2018 Amount 113.95				
001987 ALLSTREAM BUSINESS INC.	18926458-1726285	02/28/2018	CEMETERY - PHONE	53.28
001987 ALLSTREAM BUSINESS INC.	18926459-1726358	02/28/2018	PW- EW- PHONE	60.67
		Invoice Count	2 Total	113.95
Cheque 502258 Date 03/20/2018 Amount 256,475.73				
000035 AVON MAITLAND DISTRICT	March 2018 Payment	03/12/2018	MARCH 2018 REQUISITION	256,475.73
		Invoice Count	1 Total	256,475.73
Cheque 502259 Date 03/20/2018 Amount 302.63				
000072 BLYTH PRINTING INC.	28714	03/03/2018	REC ADMIN- SELF INKING ST	64.69
000072 BLYTH PRINTING INC.	28715	03/05/2018	MUSUEM- PLAK IT	237.94
		Invoice Count	2 Total	302.63
Cheque 502260 Date 03/20/2018 Amount 69.30				
002066 BROCK VODDEN	2-28-2018	02/28/2018	COUNCIL- FEBRUARY MILEA	69.30
		Invoice Count	1 Total	69.30
Cheque 502261 Date 03/20/2018 Amount 536.39				
003997 CDW CANADA INC	LHG2009	01/03/2018	REC ADMIN- PROJECTOR EQ	392.11
003997 CDW CANADA INC	LNG7428	01/27/2018	REC ADMIN- TONER CARTRI	79.09
003997 CDW CANADA INC	LQQ9058	02/07/2018	ADMIN- HARD DRIVE FOR LA	65.19
		Invoice Count	3 Total	536.39
Cheque 502262 Date 03/20/2018 Amount 1,868.46				
002016 CENTRA DOOR NORTH COMPANY LTD	16814	01/31/2018	ARENA B- REPAIR OLYMPIA I	668.40
002016 CENTRA DOOR NORTH COMPANY LTD	16867	03/01/2018	PW- REPAIR DOOR WINGHAM	1,200.06
		Invoice Count	2 Total	1,868.46
Cheque 502263 Date 03/20/2018 Amount 421.26				
003919 CINTAS CANADA LIMITED	839540750	03/08/2018	POOL/FITNESS- SANITIZE RE	421.26
		Invoice Count	1 Total	421.26
Cheque 502264 Date 03/20/2018 Amount 902.83				
001837 CJ JOHNSTON OFFICE SOLUTIONS	39970	03/02/2018	ADMIN- BINDERS	68.44
001837 CJ JOHNSTON OFFICE SOLUTIONS	39978	03/08/2018	COMPLEX- DS SWIVEL UNIT I	303.63
001837 CJ JOHNSTON OFFICE SOLUTIONS	39994	03/09/2018	COMPLEX- DS SWIVEL/STRAI	135.26
001837 CJ JOHNSTON OFFICE SOLUTIONS	40018	03/13/2018	ARENA B- OFFICE CHAIR	395.50
		Invoice Count	4 Total	902.83
Cheque 502265 Date 03/20/2018 Amount 237.30				
004697 COMCENTRIC NETWORKING INC.	6435	03/01/2018	ESTC- NETWORK	237.30
		Invoice Count	1 Total	237.30
Cheque 502266 Date 03/20/2018 Amount 545,130.00				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000159 CORPORATION OF THE COUNTY OF HURON	1st Installment	03/12/2018	2018 1ST 1/4 INSTALLMENT	545,130.00
			Invoice Count 1 Total	545,130.00
Cheque 502267	Date 03/20/2018	Amount	980.41	
000186 DELTA ELEVATOR COMPANY LTD	9173798	03/01/2018	TOWN HALL ELEVATOR MAIN	490.84
000186 DELTA ELEVATOR COMPANY LTD	9173799	03/01/2018	COMPLEX- ELEVATOR MAINT	489.57
			Invoice Count 2 Total	980.41
Cheque 502268	Date 03/20/2018	Amount	68.12	
004738 DWAYNE EVANS	2-28-2018	02/28/2018	ADMIN- MEETING EXPENSES	68.12
			Invoice Count 1 Total	68.12
Cheque 502269	Date 03/20/2018	Amount	205.99	
000218 ERNIE KING MUSIC (1993) LTD.	14148	03/08/2018	COMPLEX- REPAIR AMP FAN	92.99
000218 ERNIE KING MUSIC (1993) LTD.	14149	03/08/2018	SOUND SYSTEM FOR COUNCIL	113.00
			Invoice Count 2 Total	205.99
Cheque 502270	Date 03/20/2018	Amount	220.92	
000796 FISHER GLASS & MIRROR LIMITED	1458	02/28/2018	COMPLEX- LAMINATED GLASS	220.92
			Invoice Count 1 Total	220.92
Cheque 502271	Date 03/20/2018	Amount	11,377.19	
000074 FOXTON FUELS LIMITED	1282708	02/01/2018	LANDFILL- HYDRAULIC OIL	77.74
000074 FOXTON FUELS LIMITED	352096	02/05/2018	POLICE - WASHER FLUID	17.85
000074 FOXTON FUELS LIMITED	352316	02/05/2018	PW BLYTH- CLEAR DIESEL	1,061.73
000074 FOXTON FUELS LIMITED	352579	02/08/2018	PW- W- CLEAR DIESEL	1,486.57
000074 FOXTON FUELS LIMITED	352580	02/08/2018	PW- W- DYED DIESEL	1,119.07
000074 FOXTON FUELS LIMITED	352676	02/09/2018	LANDFILL- COMPACTOR FUEL	381.71
000074 FOXTON FUELS LIMITED	352771	02/12/2018	PW- EW- CLEAR DIESEL	1,869.14
000074 FOXTON FUELS LIMITED	352772	02/12/2018	PW-EW DYED DIESEL	1,581.37
000074 FOXTON FUELS LIMITED	352978	02/16/2018	PW- ANTI-FREEZE, GREASE	299.18
000074 FOXTON FUELS LIMITED	353537	02/23/2018	LANDFILL- COMPACTOR FUEL	56.50
000074 FOXTON FUELS LIMITED	354349	02/28/2018	BUILDING- FEBRUARY FUEL	141.42
000074 FOXTON FUELS LIMITED	354414	02/28/2018	FIRE- FEBRUARY FUEL	119.46
000074 FOXTON FUELS LIMITED	354452	02/28/2018	POLICE- FEBRUARY FUEL	1,364.59
000074 FOXTON FUELS LIMITED	354784	02/28/2018	PW- FEBRUARY FUEL	1,800.86
			Invoice Count 14 Total	11,377.19
Cheque 502272	Date 03/20/2018	Amount	725.35	
000237 GEORGIAN BAY FIRE & SAFETY LTD	743859	02/27/2018	ARENA B- ANNUAL INSPECTION	725.35
			Invoice Count 1 Total	725.35
Cheque 502273	Date 03/20/2018	Amount	313.09	
000249 GREEN'S MEAT MARKET	14307	03/01/2018	DAY CARE- MEAT SUPPLIES	313.09
			Invoice Count 1 Total	313.09
Cheque 502274	Date 03/20/2018	Amount	197.16	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003281 HOWSON TRANSPORTATION INC	3313029	02/28/2018	FIRE - DIESEL FOR FEBRUAR	197.16
		Invoice Count	1 Total	197.16
Cheque 502275	Date 03/20/2018	Amount	150.00	
001861 HURON MANUFACTURING ASSOC.	15400	02/13/2018	ESTC- 2018 ASSOCIATE MEM	150.00
		Invoice Count	1 Total	150.00
Cheque 502276	Date 03/20/2018	Amount	40,331.40	
000284 HURON PERTH ROMAN CATHOLIC	March 2018 Payment	03/12/2018	MARCH 2018 REQUISITION	40,331.40
		Invoice Count	1 Total	40,331.40
Cheque 502277	Date 03/20/2018	Amount	190.19	
000286 HURON TRACTOR LTD	B44432	02/07/2018	PW- ELBOW FITTING	33.93
000286 HURON TRACTOR LTD	B44433	02/07/2018	PW- FITTING, SEALANT, PIN,	92.45
000286 HURON TRACTOR LTD	B44491	02/08/2018	PW- WORK GLOVES	51.70
000286 HURON TRACTOR LTD	B44649	02/13/2018	ARENA B- GREASE	12.11
		Invoice Count	4 Total	190.19
Cheque 502278	Date 03/20/2018	Amount	1,062.34	
000296 IDEAL SUPPLY INC.	4482887	02/02/2018	COMPLEX- OIL ABSORBANT	11.29
000296 IDEAL SUPPLY INC.	4516353	02/15/2018	PW- TRAILER WIRE CONNEC	9.11
000296 IDEAL SUPPLY INC.	4530524	02/21/2018	ARENA B- BATTERIES	342.14
000296 IDEAL SUPPLY INC.	4534392	02/22/2018	ARENA B- BATTERIES	342.14
000296 IDEAL SUPPLY INC.	4549710	02/27/2018	CONC W- PART FOR POPCOF	11.67
000296 IDEAL SUPPLY INC.	4550923	02/28/2018	CONC W- PART FOR POPCOF	3.85
000296 IDEAL SUPPLY INC.	4551874	02/28/2018	ARENA B- BATTERIES	342.14
		Invoice Count	7 Total	1,062.34
Cheque 502279	Date 03/20/2018	Amount	183.16	
004610 JAMIE BELL	2-26-2018	02/26/2018	PROPERTY STANDARDS TRA	147.16
004610 JAMIE BELL	2-28-2018	02/28/2018	BUILDING- GEOTHERMAL MIL	36.00
		Invoice Count	2 Total	183.16
Cheque 502280	Date 03/20/2018	Amount	5,079.46	
000322 JOE KERR LTD	1000002209	02/08/2018	PW- REPAIR GEAR/AIRCOMP	4,634.00
000322 JOE KERR LTD	1000002265	02/21/2018	FIRE- REPLACE ENGINE BEL	70.63
000322 JOE KERR LTD	1000002319	02/22/2018	PW- GRAVEL FOR WASHOUT	374.83
		Invoice Count	3 Total	5,079.46
Cheque 502281	Date 03/20/2018	Amount	2,106.27	
000321 JOE'S AUTOMOTIVE	41502	02/13/2018	PW- SERVICE 2015 GMC SIEF	114.13
000321 JOE'S AUTOMOTIVE	41533	02/26/2018	PW- REPAIR 07 CHEV 07-13	763.74
000321 JOE'S AUTOMOTIVE	41540	02/26/2018	POLICE- REPAIR TIRE	39.55
000321 JOE'S AUTOMOTIVE	41547	02/28/2018	PW- REPAIR 2007 CHEV SILV	1,188.85
		Invoice Count	4 Total	2,106.27
Cheque 502282	Date 03/20/2018	Amount	10.71	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004507 KELSEY STRONG	3-2-2018	03/02/2018	DAY CARE- CLASS SUPPLIES	10.71
		Invoice Count	1 Total	10.71
Cheque 502283	Date 03/20/2018	Amount	31.36	
000350 KIM SCHOLL	3-7-2018	03/07/2018	AQUATICS- SUPPLIES	31.36
		Invoice Count	1 Total	31.36
Cheque 502284	Date 03/20/2018	Amount	525.61	
000352 KITSUPPLY	145669	02/27/2018	DAY CARE- JANITORIAL SUP	250.40
000352 KITSUPPLY	145889	03/14/2018	COMPLEX- JANITORIAL SUPP	275.21
		Invoice Count	2 Total	525.61
Cheque 502285	Date 03/20/2018	Amount	113.00	
004670 LEANNE RYAN	3-12-2018	03/12/2018	DAY CARE- FIRST AID COUR	113.00
		Invoice Count	1 Total	113.00
Cheque 502286	Date 03/20/2018	Amount	601.00	
003506 LESLIE MOTORS LTD	926810	03/01/2018	POLICE- SERVICE 2017 EXPL	63.73
003506 LESLIE MOTORS LTD	926905	03/07/2018	POLICE- REPAIR BRAKES	537.27
		Invoice Count	2 Total	601.00
Cheque 502287	Date 03/20/2018	Amount	671.45	
004487 LISTOWEL BANNER	LBC0014919	03/04/2018	FIRE DIRECTOR OF FIRE/EMI	186.68
004487 LISTOWEL BANNER	LBC0014944	03/04/2018	ADMIN- SPEC COUNCIL MEE	176.28
004487 LISTOWEL BANNER	LBC0015021	03/04/2018	TREE PLANTING PROGRAM /	132.21
004487 LISTOWEL BANNER	LBC0015035	03/04/2018	REC/PW- SUMMER STUDENT	176.28
		Invoice Count	4 Total	671.45
Cheque 502288	Date 03/20/2018	Amount	250.00	
002045 LITTLE BOWL	3-14-2018	03/14/2018	REC PROGRAM- BOWLING	250.00
		Invoice Count	1 Total	250.00
Cheque 502289	Date 03/20/2018	Amount	364.68	
000388 MAITLAND WELDING & MACHINING	9886	01/04/2018	PW- REPAIR QUICK ATTACH	244.27
000388 MAITLAND WELDING & MACHINING	9887	01/16/2018	PW-SCHED 40 PIPE, CRR SH	26.65
000388 MAITLAND WELDING & MACHINING	9888	02/05/2018	PW- SNOWPLOW PINS INVEN	32.66
000388 MAITLAND WELDING & MACHINING	9922	02/09/2018	PW- SNOWPLOW PINS	22.31
000388 MAITLAND WELDING & MACHINING	9985	02/13/2018	PW- STEEL FOR SIGNS	38.79
		Invoice Count	5 Total	364.68
Cheque 502290	Date 03/20/2018	Amount	301.15	
000420 MGM TOWNSEND TIRE	51483	02/08/2018	PW- INSTALL USED TIRE	301.15
		Invoice Count	1 Total	301.15
Cheque 502291	Date 03/20/2018	Amount	54.90	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004748 MICHAEL ROESS	2-21-2018	02/28/2018	FPO- MILEAGE	54.90
		Invoice Count	1 Total	54.90
Cheque 502292 Date 03/20/2018 Amount 749.96				
000421 MICROAGE BASICS	256088	02/01/2018	BA-MR0 CANON SELPHY CPI	194.59
000421 MICROAGE BASICS	256557	02/05/2018	BA-MR- CANON INK/PAPER S	97.04
000421 MICROAGE BASICS	419981	02/05/2018	ADMIN- OFFICE SUPPLIES	90.90
000421 MICROAGE BASICS	256737	02/06/2018	DAY CARE- CANON INK /PAPI	48.52
000421 MICROAGE BASICS	256818	02/06/2018	POLICE- OFFICE SUPPLIES	46.28
000421 MICROAGE BASICS	256928	02/07/2018	DAY CARE- NOTEBOOK COVI	28.61
000421 MICROAGE BASICS	256992	02/07/2018	EARLY ON- PAPER	47.45
000421 MICROAGE BASICS	257262	02/09/2018	DAY CARE- TAPE	20.28
000421 MICROAGE BASICS	257470	02/12/2018	DAY CARE- PACKAGE TAPE	8.99
000421 MICROAGE BASICS	257576	02/12/2018	REC ADMIN- OFFICE SUPPLI	53.25
000421 MICROAGE BASICS	257685	02/13/2018	REC ADMIN- HAND SANITIZE	13.65
000421 MICROAGE BASICS	259259	02/27/2018	REC ADMIN- OFFICE SUPPLI	33.89
000421 MICROAGE BASICS	259285	02/27/2018	REC ADMIN- STAPLES, ENVE	38.27
000421 MICROAGE BASICS	259446	02/28/2018	POLICE- DVD	28.24
		Invoice Count	14 Total	749.96
Cheque 502293 Date 03/20/2018 Amount 59,474.50				
000444 MUNICIPALITY OF MORRIS TURNBERR	2-21-2018	02/21/2018	JOHNSTON MUNICIPAL DRAI	58,871.09
000444 MUNICIPALITY OF MORRIS TURNBERR	3-5-2018	03/05/2018	BLEGRAVE STREETLIGHTS-2	603.41
		Invoice Count	2 Total	59,474.50
Cheque 502294 Date 03/20/2018 Amount 117.90				
001215 NEIL VINCENT	2-28-2018	03/02/2018	COUNCIL- FEBRUARY MILEA	117.90
		Invoice Count	1 Total	117.90
Cheque 502295 Date 03/20/2018 Amount 157.64				
001325 NEW-LIFT HYDRAULICS LIMITED	58052	03/07/2018	PW- RESEAL FITTINGS ON S	157.64
		Invoice Count	1 Total	157.64
Cheque 502296 Date 03/20/2018 Amount 410.48				
000642 NORTH HURON PUBLISHING INC	95104	02/28/2018	FEBRUARY ADVERTISING	410.48
		Invoice Count	1 Total	410.48
Cheque 502297 Date 03/20/2018 Amount 5,960.52				
002832 NORTRAX CANADA INC.	929432	02/22/2018	PW- INSTALL NEW SOLENOI	5,960.52
		Invoice Count	1 Total	5,960.52
Cheque 502298 Date 03/20/2018 Amount 742.76				
003284 PPE SOLUTIONS INC	6416	02/28/2018	FIRE- STANDARD SHIELD	155.31
003284 PPE SOLUTIONS INC	6420	03/08/2018	FIRE-FIREFIGHTING HELMET	405.11
003284 PPE SOLUTIONS INC	6426	03/09/2018	FIRE- FIREFIGHTING BOOTS	182.34
		Invoice Count	3 Total	742.76
Cheque 502299 Date 03/20/2018 Amount 1,133.51				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000542 R.J. BURNSIDE & ASSOCIATES	LNE085790.2018-1	02/15/2018	WINGHAM LANDFILL SERVICE	1,133.51
		Invoice Count	1 Total	1,133.51
Cheque 502300	Date 03/20/2018	Amount	57.30	
000522 RACHELLE GERRIE	3-7-2018	03/07/2018	REC PROGRAM SUPPLIES	57.30
		Invoice Count	1 Total	57.30
Cheque 502301	Date 03/20/2018	Amount	31.08	
000538 RESURFICE CORP	85702	02/28/2018	ARENA W- BLADE SHARPENING	31.08
		Invoice Count	1 Total	31.08
Cheque 502302	Date 03/20/2018	Amount	790.93	
004198 RICCO FOOD DISTRIBUTOR	391037	03/01/2018	CONC B- SUPPLIES	192.25
004198 RICCO FOOD DISTRIBUTOR	391038	03/01/2018	CONC W/AQUATICS- SUPPLIES	598.68
		Invoice Count	2 Total	790.93
Cheque 502303	Date 03/20/2018	Amount	71.31	
003055 RICHARD AL	3-5-2018	03/05/2018	ADMIN- PHONE/MILEAGE	71.31
		Invoice Count	1 Total	71.31
Cheque 502304	Date 03/20/2018	Amount	851.69	
004569 RICOH	SCO91884085	02/28/2018	ADMIN-REC-COPIER RENTAL	633.11
004569 RICOH	SCO91884086	02/28/2018	POLICE- COPIER RENTAL/CO	54.36
004569 RICOH	SCO91884087	02/28/2018	DC/FIRE /ESTC-COPIER RENTAL	164.22
		Invoice Count	3 Total	851.69
Cheque 502305	Date 03/20/2018	Amount	381.64	
000539 RINTOULS POOLS AND SPAS	67563	03/01/2018	POOL- MURIATIC ACID	270.93
000539 RINTOULS POOLS AND SPAS	67593	03/07/2018	POOL- LINER STAIR CLEANING	22.58
000539 RINTOULS POOLS AND SPAS	67595	03/07/2018	POOL- WALL BRUSH	33.89
000539 RINTOULS POOLS AND SPAS	67611	03/09/2018	POOL- NATURAL CLEAR	54.24
		Invoice Count	4 Total	381.64
Cheque 502306	Date 03/20/2018	Amount	493.71	
000272 RONA HODGINS	130504/1	02/05/2018	PW- DUCT TAPE, PAINT	19.24
000272 RONA HODGINS	130672/1	02/08/2018	PW- POSTS. LUMBER, STRIPS	146.15
000272 RONA HODGINS	130852/1	02/13/2018	PW- ABS FITTINGS, PIPE, CEILING	126.04
000272 RONA HODGINS	130855	02/13/2018	RETURN FITTING- GET DIFFERENTIAL	-0.05
000272 RONA HODGINS	130858/1	02/13/2018	PW- ABS FITTING	1.53
000272 RONA HODGINS	130895/1	02/14/2018	PW- STRAPS, SCREWS	45.00
000272 RONA HODGINS	130903/1	02/14/2018	PW-STRAP, SCREWS	15.54
000272 RONA HODGINS	130988/1	02/15/2018	PW- LUMBER , DRILL BIT	46.88
000272 RONA HODGINS	130990/1	02/15/2018	PW- LUMBER	21.93
000272 RONA HODGINS	131005/1	02/15/2018	PW- SCREWS, POSTS	66.52
000272 RONA HODGINS	131444/1	02/26/2018	LIBRARY- CUTTING WHEEL	4.93
		Invoice Count	11 Total	493.71
Cheque 502307	Date 03/20/2018	Amount	179.36	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004330 SEPOY WIRING	11673	03/02/2018	COMPLEX-SPECIAL LIGHT BL	179.36
			Invoice Count 1 Total	179.36
Cheque 502308	Date 03/20/2018	Amount	240.66	
002155 SMYTH WELDING & MACHINE SHOP	37868	02/08/2018	PW- REPAIR HYDRAULIC MO	240.66
			Invoice Count 1 Total	240.66
Cheque 502309	Date 03/20/2018	Amount	3,449.33	
000595 SPECTRUM COMMUNICATIONS LTD	785024	03/01/2018	FIRE- FIRE PAGERS/CHARGE	1,576.35
000595 SPECTRUM COMMUNICATIONS LTD	785025	03/01/2018	FIRE- PAGERS/EXTENDED W	1,872.98
			Invoice Count 2 Total	3,449.33
Cheque 502310	Date 03/20/2018	Amount	1,067.22	
000602 STANTON HARDWARE	292501	01/31/2018	POOL- WATER REFILLS	5.90
000602 STANTON HARDWARE	292503	01/31/2018	PW- PAINT, TRAYS, ROLLERS	172.70
000602 STANTON HARDWARE	292510	01/31/2018	COMPLEX- FURNACE FILTER	11.29
000602 STANTON HARDWARE	292525	02/01/2018	PW- JANITORIAL SUPPLIES	84.07
000602 STANTON HARDWARE	292530	02/01/2018	POOL- SILCONE SEALANT	20.31
000602 STANTON HARDWARE	292532	02/01/2018	PW- BLACK TREMLAD	18.74
000602 STANTON HARDWARE	292545	02/02/2018	REC ADMIN- HOOKS	14.68
000602 STANTON HARDWARE	292592	02/05/2018	DAY CARE- CUTTING BOARD	14.68
000602 STANTON HARDWARE	292623	02/06/2018	KEYS, HINGE, PADLOCK- MU	27.88
000602 STANTON HARDWARE	292670	02/08/2018	DAY CARE- FAUCET WASHER	2.70
000602 STANTON HARDWARE	292680	02/08/2018	POOL- CONNECTOR, BUSHIN	11.83
000602 STANTON HARDWARE	292748	02/12/2018	POOL- DRILL BIT, TAPER TAP	18.40
000602 STANTON HARDWARE	292761	02/13/2018	AQUATICS - WATER REFILLS	8.85
000602 STANTON HARDWARE	292764	02/13/2018	PW- WRENCH SET, DRILL BIT	42.35
000602 STANTON HARDWARE	2927288	02/14/2018	COMPLEX- PAINT/BRUSHES	30.46
000602 STANTON HARDWARE	292783	02/14/2018	COMPLEX- CIRCULAR SAW B	53.10
000602 STANTON HARDWARE	292800	02/15/2018	POOL- ANTI SIPHON VALVE	19.20
000602 STANTON HARDWARE	292814	02/15/2018	ADMIN-SERVICE AWARD	100.00
000602 STANTON HARDWARE	292825	02/16/2018	BA-MR- 2 WAY RADIO	91.24
000602 STANTON HARDWARE	292831	02/16/2018	PW- CAULKING, NAILS	6.85
000602 STANTON HARDWARE	292884	02/20/2018	TOWN HALL- CASTERS FOR	11.85
000602 STANTON HARDWARE	292901	02/21/2018	COMPLEX- LIGHT BULBS	90.38
000602 STANTON HARDWARE	292928	02/22/2018	PW- PAINT	39.52
000602 STANTON HARDWARE	292951	02/23/2018	AQUATICS- WATER- PARKS-	15.27
000602 STANTON HARDWARE	292955	02/23/2018	PW- PAINT, BRUSHES, GLUE	87.33
000602 STANTON HARDWARE	292988	02/26/2018	PARKS W- C-OFF WHEEL	6.43
000602 STANTON HARDWARE	293045	02/28/2018	PARKS W- TERMINALS	2.47
000602 STANTON HARDWARE	293047	02/28/2018	COMPLEX- PLIER SET	33.89
000602 STANTON HARDWARE	293068	03/01/2018	AQUATICS - STOPWATCH	24.85
			Invoice Count 29 Total	1,067.22
Cheque 502311	Date 03/20/2018	Amount	1,256.84	
000606 STEFFEN AUTO SUPPLY	236729	02/01/2018	PW- COOLANT, RAD CAP	40.50
000606 STEFFEN AUTO SUPPLY	236817	02/02/2018	LANDFILL-COOLANT, 15W40	90.50
000606 STEFFEN AUTO SUPPLY	236920	02/05/2018	PW- CL MARKER BULB, RED	21.22
000606 STEFFEN AUTO SUPPLY	236922	02/05/2018	PW- DAYTIME RUNNING LIGH	40.25
000606 STEFFEN AUTO SUPPLY	236925	02/05/2018	PW- HEATER HOSE	17.80
000606 STEFFEN AUTO SUPPLY	237173	02/07/2018	PW- 24 V BULB	31.83

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000606 STEFFEN AUTO SUPPLY	237192	02/08/2018	PW- HYDRAULIC CONNECTO	121.95
000606 STEFFEN AUTO SUPPLY	237512	02/13/2018	PW- PROFILE BLADE	45.34
000606 STEFFEN AUTO SUPPLY	237632	02/15/2018	PW- FORD JUNCTION BOX	47.84
000606 STEFFEN AUTO SUPPLY	237733	02/16/2018	PW- OIL & FUEL FILTERS	359.98
000606 STEFFEN AUTO SUPPLY	238022	02/21/2018	PW- COOLANT/OIL/ FUEL FIL	407.26
000606 STEFFEN AUTO SUPPLY	238148	02/23/2018	PW- HYDRAULIC HOSES	32.37
Invoice Count 12 Total				1,256.84

Cheque 502312 Date 03/20/2018 Amount 1,052.49

002814 STRONGCO LIMITED PARTNERSHIP	90526302	02/28/2018	PW- WIPER MOTOR, SWITCH	1,052.49
Invoice Count 1 Total				1,052.49

Cheque 502313 Date 03/20/2018 Amount 406.12

000620 SWAN DUST CONTROL LTD	5082948	01/01/2018	COMPLEX- MATS/MOPS	143.00
000620 SWAN DUST CONTROL LTD	5082961	01/01/2018	POLICE- MATS/MOPS	36.50
000620 SWAN DUST CONTROL LTD	5082966	01/01/2018	DAY CARE - MATS	23.56
000620 SWAN DUST CONTROL LTD	5137791	03/01/2018	COMPLEX- MATS/MOPS	143.00
000620 SWAN DUST CONTROL LTD	5137803	03/01/2018	POLICE- MATS/MOPS	36.50
000620 SWAN DUST CONTROL LTD	5137808	03/01/2018	DAY CARE- MATS	23.56
Invoice Count 6 Total				406.12

Cheque 502314 Date 03/20/2018 Amount 13.28

004570 TIFFANY SEIP	3-2-2018	03/02/2018	DAY CARE- INFANT ROOM S1	13.28
Invoice Count 1 Total				13.28

Cheque 502315 Date 03/20/2018 Amount 82.50

003532 TRULY NOLEN	34762	03/08/2018	TOWN HALL - PEST CONTRO	82.50
Invoice Count 1 Total				82.50

Cheque 502316 Date 03/20/2018 Amount 20,659.93

001735 WASTE MANAGEMENT	0537803-0256-7	03/01/2018	FEBRUARY WASTE/RECYCLII	20,659.93
Invoice Count 1 Total				20,659.93

Cheque 502317 Date 03/20/2018 Amount 333.33

000685 WATSON'S HOME HARDWARE	2735410	03/12/2018	PW- COUNTER TOP, SINK, FA	333.33
Invoice Count 1 Total				333.33

Cheque 502318 Date 03/20/2018 Amount 2,761.22

000856 WEILER'S CLEANING & RESTORATION	12309223	02/28/2018	JANUARY JANITORIAL SERVI	2,761.22
Invoice Count 1 Total				2,761.22

Cheque 502319 Date 03/20/2018 Amount 195.66

000704 WINGHAM COLUMBUS CENTRE	1656	01/01/2018	REC ADMIN- LEGEND TRAINII	88.14
000704 WINGHAM COLUMBUS CENTRE	1758	01/01/2018	EC DEV COMMITTEE MEETIN	107.52
Invoice Count 2 Total				195.66

Cheque 502320 Date 03/20/2018 Amount 23.58

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 03/07/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice	
Number	Name	Number	Date	Description	Amount	
002081	WINGHAM FOODLAND	725-600-9929	02/26/2018	EARLY ON- FOOD SUPPLIES	23.58	
				Invoice Count	1	Total 23.58
					Report Total	975,319.21

Accounts Payable

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

Cheque Date 03/03/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 900113 Date 03/14/2018 Amount 15,857.50				
000294 HYDRO ONE NETWORKS INC	January 2018-1727	02/23/2018	35580 KWH- 60 LLOYD STREE	5,407.59
000294 HYDRO ONE NETWORKS INC	January 2018-9227	02/23/2018	57720 KWH- 117 NORTH STRI	10,449.91
Invoice Count 2 Total				15,857.50
Cheque 900114 Date 03/16/2018 Amount 180.36				
000657 TOWNSHIP OF NORTH HURON WATER	2-12-2018- SB	02/12/2018	BLYTH SEW TRT PLANT - WA	180.36
Invoice Count 1 Total				180.36
Report Total				16,037.86



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White
DATE: 19/03/2018
SUBJECT: March Finance Activity Report
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Finance Department Activity Report from the Director of Finance for information purposes.

EXECUTIVE SUMMARY

The Director of Finance provides periodic updates to Council on activities within the Finance Department on a monthly basis.

DISCUSSION

Interim Taxes

- Interim taxes have been calculated and mailed with due dates of March 27th and June 27th

Year End Audit

- Vodden, Bender and Seebach have been on site to complete the year-end audit – preparation of the year end final documents is underway

2017 Gas Tax Report

- The 2017 Gas Tax Report has been filed with AMO as part of the conditions outlined in the agreement. The 2017 allocation was \$151,117.90 and there was an unspent balance of \$417,523.06 from previous years which was planned for the Westmoreland Street project. There was \$350,000.00 allocated in 2017 to this project which leaves a balance of \$223,741.29 for future projects.

Legends Integration Project

- Work continues on the general ledger setup in conjunction with the Legends Recreation Software implementation project

Bill 148, Fairer Workplaces, Better Jobs Act Seminar

- Staff have organized a ½ day seminar on Monday, March 19, 2018 at the ESTC Centre in Blyth to receive information on a variety of topics under Bill 148.

Court Security and Prisoner Transport Annual Report

- Work is underway on this report which is due by March 31, 2018

Federal Cultural Spaces Grant Final Report – Memorial Hall Project

- The Township of North Huron received \$979,907.00 under the Federal Cultural Spaces Grant for the Memorial Hall Project. A final report was prepared and reviewed by the auditors and filed as part of the grant conditions.

Year End Reports

- The Year to Date Budget Report, Year End Reserves and the Supplemental and Write-off Tax Report are included in the agenda package.

2018 Draft Budget

- Work continues on the 2018 Draft Budget with the intention of passing the budget in April.

Page 1

FINANCIAL IMPACT

Once the 2018 Budget is adopted, projects and transactions included in the budget will proceed.

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

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



Donna White, Director of Finance



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White
DATE: 19/03/2018
SUBJECT: 2017 Reserves Listing
ATTACHMENTS: 2017 Working Reserve, 2017 Reserves Balance

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the 2017 Working Reserve and 2017 Reserve Fund Listing as presented by the Director of Finance for information purposes.

EXECUTIVE SUMMARY

As part of the yearend audit process, the Director of Finance compiles a listing of the Working Reserve Balance and a total of all the Township Reserves.

DISCUSSION

A Reserve such as the Working Reserve is simply an allocation of accumulated net revenue. It does not require physical segregation of money or assets. A reserve may be established for a predetermined purpose and applied for that purpose at the discretion of council. A reserve is created by including in the current budget, the amount that is to be transferred to a reserve during the year. The balance in the Working Reserve at December 31, 2017 is \$2,044,451.71.

A reserve fund is established to account for assets that have been segregated for a specific purpose. There are two types of reserve funds: obligatory and discretionary. Discretionary reserve funds are created when Council wishes to earmark dollars to finance a future expenditure. Obligatory Reserve Funds must be created whenever a statute requires revenues for special purposes to be segregated from the general municipal reserves. North Huron's Obligatory Reserve Funds include: Development Charges, Building Code Act, Cash in Lieu of Park Land and Federal Gas Tax and OCIF Formula Base Reserve. The total of the various Reserve Funds is \$8,437,022.79 with the largest amount belonging to Water and Sewer at \$6,060,344.17.

The total of all reserves for the Township of North Huron at December 31, 2017 is \$10,481,474.50 which is a decrease from 2016 in the amount of \$103,084.44.

	2016	2017
Working Reserve	\$2,779,423.89	\$2,044,451.71
Reserve Funds	\$7,805,135.05	\$8,437,022.79
Total	\$10,584,558.94	\$10,481,474.50

FINANCIAL IMPACT

The reserve and reserve fund balances are recorded on Schedule 60 of the annual Financial Information Return (FIR) and the information is also included in the Township Financial Statements.

FUTURE CONSIDERATIONS

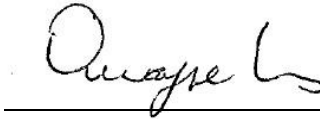
Projects included in the 2018 Draft Budget that are to be funded from reserves will be discussed as part of the budget process.

RELATIONSHIP TO STRATEGIC PLAN

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



Donna White, Director of Finance



Dwayne Evans, CAO

TOWNSHIP OF NORTH HURON					
RESERVES AS AT DECEMBER 31, 2017					
			2016 YR	2017 YR	
	GL Account #		END BALANCE	END BALANCE	CHANGE
NORTH HURON					
	WORKING FUND	01-1000-3110	2,779,423.89	2,044,451.71	(734,972.18)
	B&DCC SURPLUS	01-1000-3421	4,668.80	-	(4,668.80)
	DAY CARE HEALTH & SAFETY	01-1000-3450	120,443.78	150,443.78	30,000.00
	MUSEUM FUNDRAISING	01-1000-3425	3,607.38	3,607.38	-
	SALE OF PROPERTY	01-1000-3120	52,211.74	158,904.56	106,692.82
	INSURANCE DEDUCTIBLE	01-1000-3170	56,177.98	56,177.98	-
	TRAIL IMPROVEMENT (CIB CLOSING)	01-1000-3400	2,600.10	2,600.10	-
	HOWSON DAM	01-1000-3310	175,365.74	182,948.01	7,582.27
	POLICE VEHICLE	01-1000-3200	8,051.41	18,051.41	10,000.00
	POLICE - LEGAL COSTS	01-1000-3201	25,000.00	54,000.00	29,000.00
	WSIB	01-1000-3175	20,291.15	25,131.21	4,840.06
	SHORT TERM DISABILITY	01-1000-3185	24,347.92	24,347.92	-
	BLYTH SKATEBOARD PARK/SIGNS	01-1000-3419	2,131.02	2,131.02	-
	KOC AGREEMENT	01-1000-3408	37,500.00	50,000.00	12,500.00
	RECREATION CIA FUND	01-1000-3409	4,113.55	4,113.55	-
	BR&E/FAÇADE/BLYTH CAMPGROUND	01-1000-3470	277.59	277.59	-
	BLYTH ARENA DEFIBRILLATOR	01-1000-3412	2,518.06	2,518.06	-
	WINGHAM DEFIBRILLATOR	01-1000-3410	3,977.91	3,977.91	-
	FIRE - LONG TERM RESERVES	01-1000-3220	(28,433.51)	41,576.49	70,010.00
	FIRE - OPERATING RESERVE	01-1000-3230	(15,427.24)	45,265.54	60,692.78
	CEMETERY DONATIONS	01-1000-3424	34,425.89	34,425.89	-
	TAX STABILIZATION RESERVE	01-1000-3112	459,256.56	474,053.91	14,797.35
	HERITGE THEATRE	01-1000-3407	73,848.64	32,469.75	(41,378.89)
	14/19 MEMORIAL HALL SECURITY DEP	01-1000-3416	-	5,000.00	5,000.00
BLYTH					-
	DISPOSAL - B/H LANDFILL	01-1000-3305	166,258.54	189,886.64	23,628.10
	RECREATION & CULTURE	01-1000-3415	10,000.00	-	(10,000.00)
	BLYTH PUC PROCEEDS	01-1000-3135	59,604.72	59,604.72	-
	BLYTH FIRE DEPT - DONATIONS	01-1000-3210	10,137.22	10,137.22	-
	BLYTH LIVING TREE FUND	01-1000-3417	7,193.99	7,463.99	270.00
EAST WAWANOSH					-
	PIT REHABILITATION	01-1000-3300	49,066.07	56,096.51	7,030.44
WINGHAM					-
	WESTARIO INTEREST	01-1000-3130	336,174.92	382,329.34	46,154.42
	POOL DIVING BOARD/AQUATICS	01-1000-3405	1,965.20	1,965.20	-
TOTAL			4,517,066.93	4,157,245.30	(359,821.63)
OBLIGATORY RESERVES					-
	BUILDING CODE ACT	01-1000-3500	16,266.91	16,266.91	-
	GASOLINE TAX - FEDERAL	01-1000-3600	417,523.07	223,741.30	(193,781.77)
	OCIF FORMUAL BASE RESERVE	01-1000-3625		40,143.73	40,143.73
	CASH IN LIEU OF PARKLAND	01-1000-3480	14,021.00	17,021.00	3,000.00
TOTAL			4,934,590.00	4,421,130.33	(513,459.67)
WATER /SEWER					-
	SEWER - GENERAL RESERVE	01-4100-3710	570,581.81	527,232.33	(43,349.48)
	SEWER - LONG TERM RESERVE	01-4100-3720	1,835,290.01	2,140,853.14	305,563.13
	SEWER - CAPITAL	03-4100-1015	248,703.36	248,703.36	-
	SEWER - RESERVE	03-4100-1020	345,774.47	356,903.45	11,128.98
	SEWER - A/R FROM WATER	03-4100-1170	30,433.43	23,404.81	(7,028.62)
	WATER - GENERAL RESERVE	01-4300-3750	730,797.68	559,384.00	(171,413.68)
	WATER - LONG TERM RESERVE	01-4300-3720	1,872,440.93	2,188,363.08	315,922.15
	WATER - MAPPING/SOURCE WATER	01-4300-3760	15,947.25	15,500.00	(447.25)
	TOTAL WATER/SEWER		5,649,968.94	6,060,344.17	410,375.23
TOTAL			10,584,558.94	10,481,474.50	(103,084.44)
OTHER					-
	GARBAGE CONTRACT (DEPOSIT)	01-1000-3315	5,261.37		(5,261.37)
	DAYCARE FUNDRAISING		5,263.17	5,674.39	411.22
	MUSEUM ARCHIVAL FUND		5,161.49	5,167.96	6.47
	DEVELOPMENT CHARGES		12,699.57	22,757.73	10,058.16

TOWNSHIP OF NORTH HURON - 2017 WORKING FUND RESERVES	2016	Budget	Budget	2017	2017	2017
	Balance	Transfers from Reserves	Transfers to Reserves	Motions	Year End	Balance
OPENING BALANCE	500,000.00					500,000.00
BLYTH CAMPGROUND CAPITAL BALANCE	(35,591.73)		33,057.83			(2,533.90)
ESTC RECONCILIATION	(214,793.81)	70,411.27				(285,205.08)
BUILDING TRAINING/SUPPLIES	2,700.00					2,700.00
FIRE DEPT RECONCILIATION	48,115.23					48,115.23
BLYTH FIRE DEPT RESERVE	10,308.00					10,308.00
FPO TRAINING	1,000.00					1,000.00
WINGHAM FIRE HALL - GRATES					6,500.00	6,500.00
PLANNING/DEVELOPMENT	43,434.29					43,434.29
REC ADMIN - SERVER/TOMRIMS SOFTWARE	4,043.00					4,043.00
HEALTH & SAFETY	5,800.00					5,800.00
ELECTION EXPENSE					5,000.00	5,000.00
OLYMPIA	30,000.00		10,000.00			40,000.00
TOWN HALL REPAIRS	26,312.77	24,112.00			5,303.12	7,503.89
E/W OFFICE	10,775.00					10,775.00
FIRE CODE UPGRADES	4,200.00					4,200.00
POLICE STATION REPAIRS	9,000.00					9,000.00
LIBRARY W - PAINT/REPAIR	8,903.63					8,903.63
LIBRARY B - COUNTY REVENUE	5,000.00					5,000.00
MUSEUM	16,300.00	15,000.00			7,926.42	9,226.42
MEMORIAL HALL - RENOVATION PROJECT	211,205.82	327,322.79	50,000.00			(66,116.97)
MEMORIAL HALL - DONATIONS					23,098.42	23,098.42
MEMORIAL HALL - FACILITY CONDITION	4,612.00					4,612.00
ARENA - B ROOF REPAIRS	58,834.00					58,834.00
GENERAL FACILITY	20,000.00	16,000.00	20,000.00			24,000.00
RECREATION MASTER PLAN	50,000.00					50,000.00
PARKS - W (HC SIGNS)	10,000.00	10,000.00			10,000.00	10,000.00
PARKS	24,916.00	10,000.00				14,916.00
COMPLEX ROOF	81,255.25	81,255.00			17,372.61	17,372.86
COMPLEX - POOL LINER (TILES) RINC	171,000.00	171,000.00			98,488.51	98,488.51
COMPLEX - FROM SEALER (TO PLEXI-GLASS)	2,000.00					2,000.00
ARENA & HALL BLYTH	29,000.00					29,000.00
FITNESS EQUIPMENT/TREADMILL/PROGRAMS	10,000.00	4,000.00				6,000.00
AQUATIC CLOTHING	1,000.00					1,000.00
REC SOFTWARE UPGRADES	45,000.00	45,000.00			7,929.42	7,929.42
REC PROGRAMS	11,000.00	11,000.00				-
REC/COMPLEX ADMIN LEGAL	5,400.00					5,400.00
REC/COMPLEX ADMIN EQUIPMENT	14,000.00					14,000.00
EMERGENCY PLANNING - TRAVEL/TRAINING	18,550.00					18,550.00
AIRPORT	14,603.50	6,700.00			6,700.00	14,603.50
ROADS - ALICE STREET	7,000.00					7,000.00
ROADS - WESTMORELAND ST	10,000.00					10,000.00
CATHERINE STREET	55,000.00					55,000.00
ARTHUR STREET - LAND STRATEGY	95,000.00	95,000.00			81,341.05	81,341.05
SIDEWALKS	41,000.00					41,000.00
PUBLIC WORKS	222,759.78	120,000.00				102,759.78
PW FLEET	15,457.00		25,000.00		14,772.50	55,229.50
PW - PLOW TRUCK (PRINCIPLE PMT)		250,000.00			16,839.00	(233,161.00)
SEWAGE	2,500.00					2,500.00
STORM SEWER - KING ST BLYTH	11,875.64					11,875.64
S/L CAPITAL LED	5,000.00					5,000.00
ENGINEERING - COMPOST	13,000.00					13,000.00
ENGINEERING - COMPOST/COLLECTION	106,500.00	30,000.00				76,500.00
LANDFILL - EQUIPMENT (COMPACTOR)	20,000.00		30,000.00			50,000.00
LANDFILL	185,000.00				75,000.00	260,000.00
CEMETERY	85,000.00		7,500.00			92,500.00
CEMETERY PAVEMENT	20,000.00					20,000.00
CEMETERY CHAPEL	10,000.00					10,000.00
BLYTH CEMETERY - COMPUTER UPGRADE	350.00					350.00
CEMETERY - ENGINEERING/SURVEY	10,000.00					10,000.00
NICHE WALL - CEMETERY	4,500.00					4,500.00
OPP POLICING	10,787.00					10,787.00
DEBT PAYMENT - INTEREST	96,396.47					96,396.47
DEBT PAYMENT - PRINICIPLE	112,051.05					112,051.05
2011 BUDGET	147,782.00					147,782.00
TRANS TO RESERVE - SURPLUS	61,782.00					61,782.00
2009 OMPF	65,300.00					65,300.00
A MUNRO LMP PARTNERS SHARE PROJECT	5,000.00					5,000.00
DAY CARE - ROOF	82,500.00					82,500.00
CAO WAGES UNDERSPENT IN 2014	20,000.00					20,000.00
TOTALS/BALANCE AS PER GL A/C 1000-3110	2,779,423.89	1,286,801.06	175,557.83	-	376,271.05	2,044,451.71



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White
DATE: 19/03/2018
SUBJECT: 2017 Tax Supplemental & Tax Write-Off Report
ATTACHMENTS: N/A

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the 2017 Tax Supplemental & Tax Write-Off Report for information purposes;

EXECUTIVE SUMMARY

Throughout the year, the Township receives Supplemental Information from the Municipal Property Assessment Corporation (MPAC) regarding increases in assessment. In addition, information is received from MPAC and/or the Assessment Review Board (ARB) regarding decreases in assessment. The results from both increases and decreases are shared with the upper tier and education boards.

DISCUSSION

In 2017, there was a net increase in assessment of 4,586,609 and the related dollars result in an overall increase of \$32,780.56. The municipal portion is a net increase in the amount of \$21,659.31.

2017 Summary	Assessment	Total	Municipal	County	Education
Supplemental Increase	8,823,902	102,876.61	59,053.76	27,451.77	16,371.08
Write-Offs (Decrease)	(4,237,293)	-70,096.05	-37,394.45	-21,935.80	-10,765.80
Net Increase for 2017	4,586,609	\$32,780.56	\$21,659.31	\$5,515.97	\$5,605.28

FINANCIAL IMPACT

The 2017 budget included a conservative supplemental revenue amount of \$3,000.00 based on historical outcomes. Therefore, the revenue recorded in the amount of \$21,659.31 provided additional revenue to the overall 2017 budget.

FUTURE CONSIDERATIONS

Assessment increases and decreases will continue to be monitored and processed throughout 2018.

RELATIONSHIP TO STRATEGIC PLAN

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

Handwritten signature of Donna White in cursive script.

Donna White, Director of Finance

Handwritten signature of Dwayne Evans in cursive script.

Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White, Director of Finance
DATE: 19/03/2018
SUBJECT: 2017 Year to Date Report
ATTACHMENTS: 2017 YTD Report

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the 2017 Year to Date Report of the Director of Finance for information purposes.

EXECUTIVE SUMMARY

This report provides an update to Council on the 2017 year end.

DISCUSSION

The attached report provides a summary and highlights the financial status of each department at the end of 2017.

Year to Date Highlights

- Budget is compiled on a cash basis and does not include amortization but does include the purchase of capital assets
- There were some adjustments due to Shared Services which ended on February 17, 2017
- A number of Capital Projects did not proceed or were not completed. Unused funds were transferred to reserves.
- For Departments with offsetting revenues, in most cases the increase in expenses is offset by a corresponding increase in revenue due to higher than anticipated participation in various programs and activities. These areas include Daycare and related programs.
- One of the most significant budget variances related to the income and expenses at the ESTC. A deficit of \$51,847.00 was budgeted for and raised through taxation. However the year end deficit ended up at \$122,258.22 which is an increase of \$70,411.27. Council passed a motion to add this additional deficit to the accumulated deficit for the ESTC which now totals \$285,205.08.
- As part of year end, the budget is monitored to determine if any dollars can be transferred to reserves for projects that were not completed. The yearend budget is also monitored for higher than anticipated revenues and lower expenses. A listing was compiled, approved by council and is reflected in the attached report. These transfers to reserves show as a variance to that department at year end.
- Machinery Rent was implemented in 2017 to provide a more realistic cost to each department for the machine costs relating to their operations. At this point, there is no effect on the overall budget as the machine rent costs to each department equal the total machine rental revenue. On a go forward basis, all future equipment and vehicles will be purchased and maintained by Public Works. As part of the 2017 budget, \$25,000 was transferred to an equipment reserve.

- Job costing through payroll was implemented on a much larger scale in 2017 and caused some fluctuations on a department by department basis, however there was no change to the overall employee wage cost. One of the most noticeable fluctuations was in Recreation and Facilities Dept. which shows a significant overage due to vacation time/sick time etc. for all Rec and Facilities employees being posted to Rec Admin which results in less wages being posted to other departments. Staff are looking into alternative options for 2018.
- Water and Wastewater are self-balancing funds. Transfers to/from reserves were completed at year end to balance the revenues and expenses.
- There was a surplus for 2017 in the amount of \$14,797.35. This amount was transferred to the Tax Stabilization reserve which balances the income statement to zero. This account is used to minimize changes to property tax rates and smooth out fluctuations arising from unforeseen and/or extraordinary events.

Year to Date Summary	Budget	Actual
Revenue	13,215,863.00	12,899,763.65
Expense	18,445,569.00	17,804,226.58
Amount raised by Taxation	5,229,706.00	4,885,125.05
Transfer from Stabilization Reserve	-338,066.00	-
Amount Raised by Flat Rate S/L	-6,515.00	
Amount Raised by Taxation	\$4,885,125.00	\$4,885,125.05

FINANCIAL IMPACT

The yearend numbers will be included in the 2017 Audited Financial Statements and the Annual Financial Information Return (FIR).

FUTURE CONSIDERATIONS


Once the 2018 Budget is adopted, reports will be generated for the budget process period and reports will be generated for council. Staff are working on an Investment Policy to bring forward to Council to provide authorization for investing any available funds for various amounts of time.

RELATIONSHIP TO STRATEGIC PLAN

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



Donna White, Director of Finance



Dwayne Evans, CAO

2017 Township of North Huron							
Year to Date Report 31-Dec-17		2016 Actual	2017 Budget	2017 Actual	Red - Revenue Black - Expense	% Variance 100%	Notes
OPERATING							
GENERAL GOVERNMENT							
General Government	Revenue	1,652,310.33	1,567,802.00	1,780,692.73	Over budget	113.58	Sale of municipal property
	Expense	277,862.17	124,804.00	253,727.94	Over budget	203.30	Transfer to Res - property sales
	Net	1,374,448.16	1,442,998.00	1,526,964.79			
Members of Council	Revenue			1,576.27			
	Expense	95,627.94	96,000.00	97,668.60		101.74	
	Net	(95,627.94)	(96,000.00)	(96,092.33)			
Administration	Revenue	37,548.26	33,000.00	2,096.80	Under budget	6.35	OCIF Grant - Financial Analyst position not filled
	Expense	944,368.14	939,565.00	934,306.30		99.44	Legal/HR overspent
	Net	(906,819.88)	(906,565.00)	(932,209.50)			
Rental Property Red Cross	Revenue	14,775.00					
	Expense	15,212.90					
	Net	(437.90)	-				
PROTECTION TO PERSONS & PROPERTY							
Fire	Revenue	419,131.87	325,078.00	337,120.73		103.70	
	Expense	715,692.81	575,087.00	600,589.79		104.43	Includes transfers to reserves
	Net	(296,560.94)	(250,009.00)	(263,469.06)			
FPO & NH ONLY	Revenue	5,119.22	5,000.00	630.00	Under budget	12.60	Fewer fire inspections
	Expense	164,244.75	144,994.00	132,611.48		91.46	
	Net	(159,125.53)	(139,994.00)	(131,981.48)			
ESTC	Revenue	191,466.50	208,079.00	134,013.24		64.40	Less courses offered
	Expense	218,097.42	259,926.00	185,860.24		71.51	Less courses offered
	Net	(26,630.92)	(51,847.00)	(51,847.00)			
Police	Revenue	111,302.26	93,787.00	120,764.20	Over budget	128.76	Revenue from Insurance claim
	Expense	1,421,875.48	1,505,434.00	1,529,281.07		101.58	
	Net	(1,310,573.22)	(1,411,647.00)	(1,408,516.87)			
Conservation Authority	Revenue						
	Expense	82,323.00	84,840.00	84,840.00		100.00	
	Net	(82,323.00)	(84,840.00)	(84,840.00)			
Building Department	Revenue	130,708.72	156,607.00	159,032.53		101.55	
	Expense	146,860.13	217,178.00	232,829.35		107.21	
	Net	(16,151.41)	(60,571.00)	(73,796.82)			
Property Standards	Revenue	5,000.00		80.00			
	Expense	12,158.29	15,796.00	9,283.87		58.77	Wages down
	Net	(7,158.29)	(15,796.00)	(9,203.87)			
Animal Control	Revenue	13,085.88	11,800.00	9,320.00		78.98	Fewer dog tags issued
	Expense	7,338.46	6,000.00	1,712.61	Under budget	28.54	Fewer animal complaint calls
	Net	5,747.42	5,800.00	7,607.39			
Emergency Planning	Revenue						
	Expense	5,071.65	5,075.00	8,925.86	Over budget	175.88	June 23rd Flood Event Expenses - not budgeted
	Net	(5,071.65)	(5,075.00)	(8,925.86)			
TRANSPORTATION SERVICES							
Roads	Revenue	293,376.94	404,300.00	836,962.50	Over budget	207.02	Increase in Machinery rent - no overall effect
	Expense	1,746,330.14	1,856,211.00	2,397,499.06		129.16	Increase in Machinery rent charge
	Net	(1,452,953.20)	(1,451,911.00)	(1,560,536.56)			
Streetlighting	Revenue	7,787.55	6,515.00	7,572.75	Over budget	116.24	
	Expense	159,910.26	155,710.00	165,720.84		106.43	
	Net	(152,122.71)	(149,195.00)	(158,148.09)			
Air Transportation	Revenue	97,374.84	99,748.00	101,887.94		102.15	
	Expense	95,889.48	99,856.00	107,584.89		107.74	
	Net	1,485.36	(108.00)	(5,696.95)			
ENVIRONMENTAL SERVICES							
Sanitary Sewer	Revenue	878,417.33	969,268.00	1,080,595.29		111.49	
	Expense	878,417.33	969,268.00	1,024,525.53		105.70	
	Net	-	-	56,069.76			
Waterworks	Revenue	1,162,633.44	1,281,664.00	1,343,216.16		104.80	
	Expense	933,291.12	1,231,664.00	1,071,229.93		86.97	
	Net	229,342.32	50,000.00	271,986.23			
Storm Sewer	Revenue						
	Expense		38,470.00	23,824.17		61.93	Catch basin cleaning has been completed
	Net	-	(38,470.00)	(23,824.17)			
Waste Diversion/Disposal	Revenue	320,144.77	282,000.00	392,082.24	Over budget	139.04	Additional tipping fee revenue
	Expense	490,800.37	557,975.00	624,827.61		111.98	

HEALTH SERVICES	Net	(170,655.60)	(275,975.00)	(232,745.37)		
Cemeteries	Revenue	81,836.01	114,550.00	98,522.38	86.01	
	Expense	108,956.65	153,477.00	141,303.66	92.07	Less spent on Building repair/maintenance
	Net	(27,120.64)	(38,927.00)	(42,781.28)		
SOCIAL & FAMILY						
Child Care	Revenue	795,232.08	744,840.00	805,659.09	108.17	Additional revenue and expenses
	Expense	848,183.14	809,399.00	874,278.47	108.02	
	Net	(52,951.06)	(64,559.00)	(68,619.38)		
Early Learning	Revenue	109,761.68	87,276.00	164,355.04	188.32	Additional revenue and expenses
	Expense	116,996.60	91,403.00	148,208.91	162.15	
	Net	(7,234.92)	(4,127.00)	16,146.13		
Before & After - Maitland River	Revenue	153,215.18	155,996.00	163,820.40	105.02	
	Expense	69,260.61	106,177.00	80,243.69	75.58	
	Net	83,954.57	49,819.00	83,576.71		
Before & After - Sacred Heart	Revenue	30,720.23	31,234.00	30,620.47	98.04	
	Expense	27,911.09	29,446.00	22,633.06	76.86	
	Net	2,809.14	1,788.00	7,987.41		
Early Years	Revenue	89,927.25	86,483.00	104,446.79	120.77	
	Expense	89,927.25	86,483.00	104,446.79	120.77	
	Net	-	-	-		
RECREATION & CULTURE						
Parks - W	Revenue	5,738.90	5,600.00	18,541.65	Over budget	331.10 Student grant not budgeted,Trans to Res Wingham Signs
	Expense	141,654.72	153,665.00	133,877.44	87.12	Less wages allocated to Parks
	Net	(135,915.82)	(148,065.00)	(115,335.79)		
Parks - B	Revenue	1,198.52	1,050.00	1,168.13	111.25	
	Expense	47,426.02	48,966.00	42,890.89	87.59	
	Net	(46,227.50)	(47,916.00)	(41,722.76)		
Parks - EW	Revenue					
	Expense	3,044.13	4,052.00	967.92	23.89	Less machine rent
	Net	(3,044.13)	(4,052.00)	(967.92)		
Trailer Park - W	Revenue	10,982.43	9,778.00	9,943.08	101.69	
	Expense	10,023.45	14,207.00	8,067.90	56.79	Less hydro/bldg repair & maintenance
	Net	958.98	(4,429.00)	1,875.18		
Campground - B	Revenue	25,818.85	22,390.00	36,928.83	Over budget	164.93 Additional Revenue from Transfigured Town Event
	Expense	73,926.08	68,844.00	83,382.83	121.12	Includes Trans to Res \$33,057.83 to pay off debt
	Net	(48,107.23)	(46,454.00)	(46,454.00)		
Rec Programs	Revenue	78,862.65	81,477.00	74,787.04	91.79	
	Expense	76,473.42	79,865.00	72,367.59	90.61	
	Net	2,389.23	1,612.00	2,419.45		
Aquatic Programs/Pool	Revenue	165,919.41	158,919.00	149,668.07	94.18	
	Expense	425,468.97	393,413.00	468,951.03	119.20	Trans to Res for next phase - \$98,488.51
	Net	(259,549.56)	(234,494.00)	(319,282.96)		
Fitness Programs/Facility	Revenue	165,211.96	171,706.00	168,635.21	98.21	
	Expense	187,055.21	185,333.00	176,720.99	95.35	
	Net	(21,843.25)	(13,627.00)	(8,085.78)		
Rec Admin	Revenue	1,950.88	1,500.00	9,869.26	Over budget	657.95 Revenue exceeds target/Additional Advertising
	Expense	298,165.77	291,874.00	358,340.86	Over budget	122.77 Wages for Stat time/Vac time posted in Rec Admin - reduced in other areas
	Net	(296,214.89)	(290,374.00)	(348,471.60)		
Complex Admin	Revenue	250.02		250.00		
	Expense	71,394.51	85,703.00	81,430.95	95.02	
	Net	(71,144.49)	(85,703.00)	(81,180.95)		
Arena - W	Revenue	223,321.13	222,000.00	237,098.46	106.80	
	Expense	337,738.69	289,710.00	296,826.12	102.46	
	Net	(114,417.56)	(67,710.00)	(59,727.66)		
Concession - W	Revenue	27,433.35	32,800.00	27,513.46	83.88	
	Expense	28,705.23	32,140.00	28,122.70	87.50	
	Net	(1,271.88)	660.00	(609.24)		
KOC Hall	Revenue	39,800.00	39,500.00	39,800.00	100.76	
	Expense	41,709.43	48,025.00	45,503.32	94.75	
	Net	(1,909.43)	(8,525.00)	(5,703.32)		
Arena - B	Revenue	129,152.18	127,600.00	129,842.75	101.76	
	Expense	219,383.71	219,944.00	222,999.12	101.39	
	Net	(90,231.53)	(92,344.00)	(93,156.37)		
Concession - B	Revenue	32,007.67	31,800.00	24,757.42	77.85	
	Expense	28,774.61	31,299.00	24,306.80	77.66	
	Net	3,233.06	501.00	450.62		
Hall - B	Revenue	9,807.01	15,284.00	12,490.21	81.72	
	Expense	52,827.86	75,863.00	53,487.31	70.51	
	Net	(43,020.85)	(60,579.00)	(40,997.10)		
Belgrave Community Centre	Revenue	13,524.00	13,305.00	13,794.48	103.68	

	Expense	51,098.74	51,503.00	52,229.93		101.41	
	Net	(37,574.74)	(38,198.00)	(38,435.45)			
Library - W	Revenue	15,000.00	15,000.00	15,000.00		100.00	
	Expense	32,744.41	32,561.00	22,838.96		70.14	Less hydro/staff costs
	Net	(17,744.41)	(17,561.00)	(7,838.96)			
Library - B	Revenue	9,999.96	9,996.00	9,999.96		100.04	
	Expense	13,024.23	14,732.00	13,699.09		92.99	
	Net	(3,024.27)	(4,736.00)	(3,699.13)			
Museum	Revenue	7,289.25	20,450.00	21,387.52		104.58	
	Expense	29,277.31	48,994.00	39,492.17		80.61	Less bldg maintenance
	Net	(21,988.06)	(28,544.00)	(18,104.65)			
Memorial Hall	Revenue	45,910.96		2,263.05			
	Expense	121,968.33	63,659.00	92,220.60		144.87	\$50,000 transfer to reserve/insurance/additional reserves \$28,092.42
	Net	(76,057.37)	(63,659.00)	(89,957.55)			
	Revenue						
Blyth Meeting Room	Expense	1,351.03					
	Net	(1,351.03)	-				
PLANNING & ZONING							
Community Development	Revenue	2,277.00					
	Expense	174,760.79	184,792.00	172,361.16		93.27	
	Net	(172,483.79)	(184,792.00)	(172,361.16)			
Planning & Zoning	Revenue	10,860.00	23,200.00	33,766.98		145.55	More planning applications received
	Expense	13,852.37	20,000.00	23,177.85		115.89	Increased costs - development
	Net	(2,992.37)	3,200.00	10,589.13			
Drainage	Revenue	11,581.63	15,900.00	18,497.28		116.34	Tile Drain payments received
	Expense	14,930.82	25,200.00	27,261.52		108.18	
	Net	(3,349.19)	(9,300.00)	(8,764.24)			
TOTAL OPERATING - Revenue		7,634,773.10	7,684,282.00	8,731,070.39		113.62	
TOTAL OPERATING - Expense		12,169,387.02	12,624,582.00	13,399,488.77		106.14	
		(4,534,613.92)	(4,940,300.00)	(4,668,418.38)			
2017 CAPITAL							
Townhall HVAC	Revenue		24,112.00	24,112.00		100.00	Offset by Transfer from Reserves/Donations
	Expense		45,000.00	39,696.88		88.22	HVAC Project completed
	Net		(20,888.00)	(15,584.88)			
Theatre Repairs	Revenue		78,349.00	84,553.64		107.92	
	Expense		78,348.00	52,083.89		66.48	
	Net		1.00	32,469.75			
Fire Equipment	Revenue						
	Expense		49,990.00	51,287.82		102.60	
	Net		(49,990.00)	(51,287.82)			
Fire Grates	Revenue						
	Expense		6,500.00			0.00	Not completed in 2017
	Net		(6,500.00)	-			
LCB - Tar & Chip	Revenue		105,000.00	105,000.00		100.00	
	Expense		105,000.00	64,966.11		61.87	Crack sealing expense moved to maintenance
	Net		-	40,033.89			
Roads - Arthur Street	Revenue		95,000.00	95,000.00		100.00	
	Expense		95,000.00	28,687.35		30.20	Project not completed in 2017
	Net		-	66,312.65			
Roads - Westmoreland Street	Revenue		300,000.00	350,000.00		116.67	
	Expense		300,000.00	350,435.83		116.81	Construction (Road/storm/sidewalk) completed on Westmoreland
	Net		-	(435.83)			(Council approved project to proceed at higher tender cost)
Patrick Street - Final Lift	Revenue						
	Expense		32,000.00	31,558.05		98.62	
	Net		(32,000.00)	(31,558.05)			
Howson Dam	Revenue		100,000.00	100,000.00		100.00	
	Expense		100,000.00	21,306.38		21.31	Ongoing Project - balance transferred back to reserves
	Net		-	78,693.62			
Equipment Attachments	Revenue						
	Expense		20,000.00	28,492.80		142.46	Budget amended by Council - truck purchased/brush bucket/gravel retriever purchased
	Net		(20,000.00)	(28,492.80)			
Plow Truck	Revenue		270,000.00	250,000.00		92.59	Funded from internal reserves
	Expense		270,000.00	251,610.41		93.19	Truck in service - less cost than budget
	Net		-	(1,610.41)			
Backhoe	Revenue		120,000.00	120,000.00		100.00	
	Expense		120,000.00	140,626.22		117.19	Backhoe with attachments in service - tender approved at higher cost
	Net		-	(20,626.22)			
Streetlight LED Project	Revenue		540,000.00			0.00	

	Expense		540,000.00			0.00	Project not completed in 2017
	Net			-			
Sewer - Equipment	Revenue		7,500.00			0.00	
	Expense		7,500.00			0.00	Project not completed in 2017
	Net		-	-			
Sewer - Sludge Holding Cell	Revenue		180,000.00			0.00	
	Expense		180,000.00			0.00	Project not completed in 2017
	Net		-	-			
Sewer - Wingham STP UV Project	Revenue		105,000.00			0.00	
	Expense		105,000.00	56,069.76		53.40	UV System Installed at lower cost
	Net		-	(56,069.76)			
Sewer - Blyth Clarifier	Revenue		32,500.00			0.00	
	Expense		32,500.00			0.00	Project not completed in 2017
	Net		-	-			
Sewer - Camera Work	Revenue		100,000.00			0.00	
	Expense		100,000.00			0.00	Moved to maintenance
	Net		-	-			
Sewer - Arthur Street	Revenue		37,500.00			0.00	
	Expense		37,500.00			0.00	Project not completed in 2017
	Net		-	-			
Water - Westmoreland Street	Revenue		135,000.00			0.00	
	Expense		135,000.00	238,922.67	Over budget	176.98	Construction complete - Council approved contract to proceed at higher tender cost
	Net		-	(238,922.67)			
Water - Equipment /Well	Revenue		30,000.00			0.00	
	Expense		30,000.00	20,003.03		66.68	New Well/building expense - underbudget
	Net		-	(20,003.03)			
Water - Arthur Street	Revenue		95,000.00			0.00	
	Expense		95,000.00			0.00	Project not completed in 2017
	Net		-	-			
Water - Blyth Road Development	Revenue		30,000.00			0.00	
	Expense		30,000.00	6,753.98		22.51	Project completed - underbudget
	Net		-	(6,753.98)			
Water - Standpipe	Revenue		150,000.00			0.00	CWWF Grant
	Expense		200,000.00	6,306.55		3.15	Project to get underway in 2017
	Net		(50,000.00)	(6,306.55)		12.61	
Parks - Wayward Signs	Revenue		10,000.00			0.00	Funded by Transfer from Reserves
	Expense		10,000.00			0.00	Wayward Signs project not complete - \$ transferred back to reserves
	Net		-	-			
Complex - Pool Project	Revenue		332,000.00	332,233.66		100.07	
	Expense		426,697.00	328,208.49		76.92	Pool Project (liner/deck/tiles) completed - Balance to reserves
	Net		(94,697.00)	4,025.17			
Fitness - Cross Trainer	Revenue		4,000.00	4,000.00		100.00	
	Expense		9,000.00	6,575.00		73.06	In service
	Net		(5,000.00)	(2,575.00)			
Rec Admin - Legends Software	Revenue		45,000.00	45,000.00		100.00	
	Expense		45,000.00	37,070.58		82.38	Project not completed in 2017
	Net		-	7,929.42			
Complex/Aquatic HVAC	Revenue		97,255.00	97,255.00		100.00	
	Expense		97,255.00	79,882.39		82.14	Project not completed in 2017
	Net		-	17,372.61			
Blyth Arena - LED Replacement	Revenue		14,668.00	14,668.80		100.01	
	Expense		25,000.00	26,084.00		104.34	Project completed (installed 40 LED lights)
	Net		(10,332.00)	(11,415.20)			
Memorial Hall - Phase 1 Renovation	Revenue		2,493,697.00	2,546,870.16		102.13	Project substantially completed in 2017
	Expense		2,493,697.00	2,518,771.74		101.01	Project substantially completed in 2017
	Net		-	28,098.42			(Balance back to reserves)
TOTAL CAPITAL - Revenue		3,192,535.66	5,531,581.00	4,168,693.26		75.36	
TOTAL CAPITAL - Expense		3,372,791.05	5,820,987.00	4,385,399.93		75.34	
TOTAL CAPITAL AND OPERATING - Revenue		10,827,308.76	13,215,863.00	12,899,763.65		97.61	
TOTAL CAPITAL AND OPERATING - Expense		15,542,178.07	18,445,569.00	17,784,888.70		96.42	
Amount Raised from Taxation		(4,714,869.31)	(5,229,706.00)	(4,885,125.05)			



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sean McGhee
DATE: 19/03/2018
SUBJECT: Monthly Operational Report – Public Works Department – February 2018
ATTACHMENTS: Annual and Summary Water Reports, Annual Wastewater Reports - Veolia

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Public Works Activity Report for the month of February 2018 for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Administration

Ongoing detailed review of 2018 Operational Budget. A review of the curbside collection contract and consideration of various options for the operation was completed. Work with various departments to review existing clothing policy and look at options. Attended County Supervisors meeting.

Fleet

Routine maintenance of fleet equipment continued throughout the month to maintain operational readiness. Landfill compactor sent in for repair of cooling system and injector replacement.

Roadside

Tree trimming and removal work was performed at various rural locations.

Hardtop

Seasonal work. Some pothole repairs were completed on urban roads following heavy rain.

Loosetop

Light grading of gravel roads and repair of washouts were undertaken as the frost was drawn from rural roads.

Winter Operations

Winter operations continued into February. Focus was diverted to drainage and icing control during the mid-February thaw and heavy rain event.

Safety Devices & Signage

Nothing to report for this period.

Bridges & Culverts

Culvert clearing was high priority during heavy rain events. The Howson Dam structural assessment and evaluation of core samples by KGS continues. Additional information will be provided at a future Council meeting.

Cemetery

Nothing to report for this period.

Streetlights

Streetlight retrofit project continued with ongoing installation of new fixtures in Blyth and Wingham. Reviewed Summit Drive streetlight requirements.

Municipal Gravel Pit

Nothing to report for this period.

Solid Waste and Recycling

Operations are ongoing. No capital work to report.

Capital Projects

Nothing to report for this period.

Water & Wastewater

Received the Annual and Summary Reports for Wingham and Blyth from Veolia. The documents are appended to this report and will be presented by a Veolia delegation in April.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

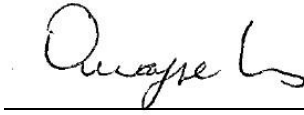
No future consideration at this time.

RELATIONSHIP TO STRATEGIC PLAN

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



Sean McGhee, Director of Public Works



Dwayne Evans, Chief Administrative Officer



January 29, 2018

Blyth Drinking Water System – 2017 Compliance Summary

This document is a compliance summary for the Blyth water supply for the year 2017 as per Reg. 170/03 Schedule 22. A full summary of the water system's test results, flows and significant activities was submitted on February 26, 2018

System Description

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

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

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

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



operator to respond if the set points are breached. The chlorine and turbidity analysis data levels are stored on a data logger.

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

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

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

Although the well has not been in service long enough to have stabilized within the aquifer to determine average quality, it appears to be lower in fluoride, sodium and iron, chlorine demand with similar hardness and alkalinities.

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

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

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

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

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

The attached distribution system is constructed with a combination of ductile iron, cast iron, PVC and high density polyethylene piping with polyethylene, copper and galvanized steel services. There are no known lead services.

There is no elevated storage to maintain pressure and the system pressure is maintained using pressure tanks, 3 high lift pumps (2 electric and a diesel) and 1 variable speed submersible (Well 5).





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

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

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

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

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

Typical system pressure ranges from 40 psi at the higher elevations to 85 psi at Wells 1 and 2 which is the lowest elevation of the system. Well 5 system pressure ranges between 53psi to 65psi under normal operating conditions

Chemicals Fed Disinfectant

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

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

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

Flows

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

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

The maximum daily flow in 2017 was 474 cubic meters or 13.5% of capacity.
The 2017 average daily flow was 469.99 cubic meters or 13.4%

Precautionary Boil Water Notices





There was one precautionary boil water notice issued for the Blyth Water system Users on Blyth Rd east of Howsons transport for 2 water system users, The PBWN was issued on March 8, 2017 because a watermain was damaged resulting in a loss of pressure, samples were taken on March 9, 2017 and the results were received on March 14, 2017 with zero total coliforms or Ecoli, the Precautionary boil water lift notices was distributed to the 2 affected users on March 15, 2017

Boil Water Advisory

There were no Boil Water Advisories issued by the Huron County MOH on the Blyth Drinking Water system in 2017.

Annual Ontario Ministry of the Environment Inspection

Matthew Shannon, MOE Drinking Water Inspector, inspected the water system and examined the water quality and operational records on November 4, 2016. He issued a report of his findings on January 9, 2017.

There were 0 non-compliant issues. The rating was 100%.

Adverse Water Quality Indicators

There was one AWQI for the Blyth Drinking Water system in 2017, One distribution sample collected on August 15, 2017 had a 1cfu/100mL Total Coliform result, Resamples were collected upstream and downstream as well as at the location of the adverse on August 17, 2017 and the results were zero.

Exceedances

Fluoride

O. Reg. 169/03 (the Ontario Drinking Water Standard) has a MAC (maximum allowable concentration) of 1.5 mg/l for fluoride.

The treated water from the Blyth Drinking Water System monitored every 5 years for fluoride. It has naturally occurring levels that can exceed 1.5 mg/L.

As required by O. Reg. 170/03 schedule 13 section 13.9, an AWQI (adverse water quality indicator) is filed every 60 months. The report was last filed in August 2013.

Treated Water Fluoride was not sampled in 2017. A Raw water sample is collected annually to further monitor the natural occurring levels of fluoride, On August 8, 2017 the Raw water fluoride was sampled and the results were as follows:

Well 1: 1.67mg/L

Well 2: 1.86mg/L

Well 5: 1.36mg/L

Sodium

O. Reg. 169/03 (the Ontario Drinking Water Standard) has a MAC (maximum allowable concentration) of 20 mg/l for fluoride.

The treated water from the Blyth Drinking Water System monitored every 5 years for sodium. It has naturally occurring levels that can exceed 20 mg/L.

As required by O. Reg. 170/03 schedule 13 section 13.8, an AWQI (adverse water quality indicator) is filed every 60 months. The report was last filed in August 2013.

Treated Water Sodium was not sampled in 2017. A Raw water sample is collected annually to further monitor the natural occurring levels of sodium, On August 8, 2017 the Raw water Sodium was sampled and the results were as follows:





Well 1: 21.1mg/L
Well 2: 16.1mg/L
Well 5: 16.1mg/L

Fluoride and Sodium 60 Month Samples (5 year) on the treated water will be completed in January 2018.

Infrastructure Assessment

Regular contact is maintained with the Township of North Huron Representatives. The JobsPlus program is continually updated with preventative and corrective maintenance issues. A complete summary can be forwarded to the client upon their request. Through regular communication between the operating authority and the client, capital items are discussed. A list of capital items and concerns was forwarded to North Huron' representatives on October 25, 2017 for the Operating year 2018.

The annual Management Review was conducted by the operating authority on July 19, 2017 as per the DWQMS requirement in Element 14. These regular discussions between the client and the operating authority for this water system are continued throughout the year by emails, phone calls, and meetings as per the requirements of Element 15 of the DWQMS.

The Internal Audit was completed on May 31-June 1 2017 and the Risk Assessment was completed December 20, 2017. Veolia Employees reviewed an Emergency Response exercise on December 20, 2017. This was a table-top discussion involving Office Evacuation in the case of a fire. A review of the Flooding Contingency plan was performed in June 2017 as well.

Report Completed by: Kyllie McDonagh, Administrative Assistant

For More information please contact:

John Graham, Project Manager

Veolia Water Canada, Inc.

100 Cove Road, P.O. Box 185 Goderich, Ontario N7A 3Z2

Tel 519-524-6583 ext 310 - Fax 519-524-9358

john.graham@veolia.com

www.veoliawaterna.com



Annual Report

For the 2017 Operating Year

Blyth Drinking Water System 2017 Operation and Maintenance Annual Report

PREPARED BY

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

TO

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

Resourcing the world  **VEOLIA**

Table of Contents

1.0 INTRODUCTION AND BACKGROUND	4
2.0 DESCRIPTION OF WATER SYSTEM	4
3.0 SUMMARY OF WATER QUALITY MONITORING	6
3.1 Water Treatment Equipment Operation and Monitoring as Per Schedule 7, O. Reg 170/03.....	6
3.1.1 Point of Entry Chlorine Residual	6
3.1.2 Distribution Chlorine Residual	6
3.1.3 Turbidity	7
3.2 Microbiological Sampling as per Schedule 10, O. Reg.170/03	8
3.2.1 Raw System	8
3.2.2 Treated Water Samples	9
3.2.3 Distribution Samples	9
3.3 Chemical Sampling & Testing as per Schedule 13, O. Reg.170/03	9
3.3.1 Inorganics	10
3.3.2 Lead	10
3.3.3 Organics	11
3.3.4 Trihalomethanes	13
3.3.5 Nitrate & Nitrite	12
3.3.6 Sodium	13
3.3.7 Fluoride	13
4.0 WATER AND CHEMICAL USAGE	14
4.1 Chemical Usage	14
4.2 Annual Flows	15
5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE.....	17
6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES	18
7.0 EMERGENT ISSUES.....	18
7.1.0 Arsenic Review.....	19
7.2.0 Emergent Issues Summary.....	20

List of Tables

Table 1 – Treated and Distribution Chlorine Residuals for Blyth Drinking Water System

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

Table 3 – Microbiological Results for Raw Water at Blyth Drinking Water System

Table 4 – Microbiological Results for Point of Entry at Blyth Drinking Water System

Table 5 – Microbiological Results for Blyth Distribution System

Table 6 – Schedule 23 Results for Blyth Drinking Water System

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

Table 8 – Schedule 24 Results for Blyth Drinking Water System

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

Table 10 – Chemical Usage at the Blyth Drinking Water System

Table 11 – Treated Water Flows for Blyth Drinking Water System

Table 12 –Regulatory Requirements

Table 13 – Historic Arsenic Values

Table 14- Haloacetic Acids

1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2017 Annual Report is to document the operation and maintenance data for the Blyth Drinking Water System for review by the Ministry of the Environment in accordance with O. Reg. 170/03. This report covers January 1, 2017 to December 31, 2017. A copy of this report will be submitted to the owner to be uploaded to the Township's website and can be supplied, free of charge, to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

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

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

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

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

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

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

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

Although the well has not been in service long enough to have stabilized within the aquifer to determine average quality, it appears to be lower in fluoride, sodium and iron, chlorine demand with similar hardness and alkalinities.

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

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

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

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

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

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

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

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

Annual Report
For the 2017 Operating Year

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

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

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

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

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

Well 5 system pressure ranges between 53psi to 65psi under normal operating conditions

Permit to Take Water 6057-A3SJAU Compliance Report					
3.2 -Maximum Amount of Taking Permitted					
	Max/Day on Permit	Peak Flow	%of Limit		
Well #1 (in m3)	653 m3	341	52.2	%	
Well #2 (in m3)	1123 m3	356	31.7	%	
Well #5 (in M3)	1728 m3	310	17.9	%	
3.2 - Average Annual Amount of Taking Permitted					
	m3/year	m3/year			
Well #1 (in m3)	238345	58138	24.4	%	
Well #2 (in m3)	409968	52028	12.7	%	
Well #5 (in M3)	630720	61381	9.7	%	

Capacity Report					
Total Peak Flow					
	Maximum	Actual	%of Cap		
Capacity (m3/d)	3504	474	13.5	%	

Total Average Flow					
Capacity (m3/d) W1	653	13.3	2.0	%	
Capacity (m3/d) W2	1123	11.9	1.1	%	
Capacity (m3/d)W5	1728	14	0.8	%	

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring

3.1.1 Point of Entry Chlorine Residual

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

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are checked daily using a HACH pocket colourimeter. In 2017, 459 distribution chlorine residuals were recorded.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Wells 1 &2																
Average Treated FCR- mg/L	1.06	1.12	1.05	1.06	1.00	1.03	1.06	1.06	1.03	0.96	1.13	1.14	1.06	0.77	1.75	365
Average Distribution FCR – mg/L	0.94	0.97	0.92	0.89	0.82	0.91	0.86	0.89	0.83	0.92	1.00	0.91	0.91	0.50	1.45	459
Wells 5																
Average Treated FCR- mg/L	1.00	1.01	1.00	1.10	1.04	1.12	1.15	1.23	1.29	1.41	1.40	1.38	1.18	0.68	1.95	365

^a – Results collected from January 1, 2017 – December 31, 2017

3.1.3 Turbidity

Turbidity is measured daily using a portable field turbidimeter at Well 5 and an on-line turbidimeter at Wells 1 and 2. **Table 2** provides a summary of raw and treated turbidity results. The maximum turbidity measured in the treated water was 0.97 NTU.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Average Well 1																
Raw Water	0.21	0.19	0.15	0.12	0.17	0.22	0.16	0.18	0.17	0.19	0.18	0.19	0.18	0.12	0.22	40.00
Turbidity(NTU)																
Average Well 2																
Raw Water	0.19	0.22	0.20	0.18	0.20	0.20	0.21	0.20	0.21	0.20	0.22	0.19	0.20	0.18	0.22	46.00
Turbidity(NTU)																
Average																
Treated (1&2)	0.06	0.06	0.05	0.08	0.14	0.06	0.10	0.08	0.10	0.12	0.06	0.10	0.08	0.03	0.97	365
Turbidity(NTU)																
Average Well 5																
Raw Water	0.73	0.44	0.22	0.24	0.16	0.15	0.15	0.23	0.22	0.21	0.21	0.20	0.26	0.15	0.73	46.00
Turbidity																
Average																
Treated (5)	0.28	0.19	0.15	0.11	0.09	0.10	0.16	0.18	0.10	0.10	0.11	0.09	.14	0.07	0.48	48
Turbidity(NTU)																

^a – Results collected from January 1, 2017 – December 31, 2017

3.2 Microbiological Sampling

3.2.1 Raw Water Samples

Raw water samples are taken every week from each of Well 1, 2 and well 5. In 2017, a total of 156 samples were collected and analyzed for E. coli and Total Coliforms. Each E. coli and Total Coliform result obtained was 0 cfu/100 ml in the raw water.

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry is taken every week and analyzed for E.Coli, Total Coliforms and Heterotrophic Plate Count (HPC) at Wells 1, 2 and Well 5. A total of 104 treated water samples were collected and analyzed for the above parameters. Each E. coli and total coliform result from the treated water was 0 cfu/100 ml. Currently, there is no limit on HPC. 103 samples were found to be safe, with 1 deteriorating. The range of HPC results were 0 - 380 cfu/100 ml and excluding 1 abnormal results of February 28, 2017 of 380, (following sample on Mar 7, 2017 <10). Given no abnormal results in the distribution or subsequent samples, it is suspected to be sampling error where the sample lines were not flushed properly or, since it is not common practice to sterilize sample port, debris in sample port.

3.2.3 Distribution System

Distribution samples are collected every week and tested for E.Coli, Total Coliform and for Heterotrophic Plate Count (HPC) in at least 25% of the samples. In 2017, a total of 168 distribution samples were collected and analyzed for the above parameters and all samples were found to be safe except for 1 sample where there was an incident of a 1 TC on August 15, 2017. This location, along with an upstream and downstream resample was done with those results at zero. The range of HPC results were <10 - 270 cfu/100 ml in all 52 samples. All E. coli results from the treated water were 0 cfu/100 ml.

3.3 Chemical Sampling & Testing

3.3.1 Inorganics

One treated water sample is taken every 36 months and tested for inorganics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Inorganics will be sampled and analyzed again on or before May 2018 from all 3 wells to coordinate the sample event. Results from 2016 can be found in **Table 6**.

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

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

^a – Samples collected on Nov 28, 2016.

3.3.2 Lead

1. Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 10 µg/L. In the two previous lead sampling seasons, pH and alkalinity samples were taken in March 2017 and one pH and alkalinity sample on September 2017. These parameters are required to be sampled and analyzed again between the months of December 2017 and April 2018 and again between June and October 2018. Lead is scheduled to be sampled again in the 2018 sampling season. 2017 results can be found in **Table 7**.

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

	pH	Lead	Alkalinity (mg/L)
Dec-Apr	7.71, 7.20	2.59, 7.0, 0.19, 0.05	208, 213
Jun-Oct	7.52, 7.44		198, 210

^a – Samples collected on March 30, 2017 and September 28, 2017 respectively.

3.3.3 Organics

One treated water sample is taken every 36 months and tested for organics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 24. All parameters were found to be within compliance. Organics will be sampled and analyzed again on or before May 2018, at the same time as Well 1 and 2 to coordinate the sample event. 2016 sample results can be found in **Table 8**.

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

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

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

^a – Samples collected on June 21, 2016.

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). In 2017, samples were collected during the months of February, April, July and October. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 2017, the average THM was found to be 11.8 µg/L, which is within compliance. Refer to **Table 9**, for the summary of trihalomethane results.

3.3.5 Nitrate & Nitrite

One treated water sample is taken every three months and tested for nitrate and nitrite. In 2017, samples were collected during the months of February, April, July and October. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 1 mg/L for nitrites and 10 mg/L for nitrates. The results were found to be within compliance. Refer to **Table 9**.

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

Treated Drinking Water - Nitrites and Nitrates						POE Well 1& 2								O.Reg 169	
Date		Feb 3-17		Apr 11-17		July 11-17		Oct 3-17		Min	Max	Avg		MAC	1/2 MAC
NO2	<	0.003	<	0.012	<	0.003	<	0.003		0.003	0.012	0.005		1	0.5
NO3	<	0.006	<	0.007	<	0.012	<	0.01		0.006	0.012	0.009		10	5
NO2+NO3	<	0.006	<	0.019	<	0.012	<	0.01		0.006	0.019	0.012		10	5

Treated Drinking Water - Nitrites and Nitrates						POE Well 5								O.Reg 169	
Date		Feb 3-17		Apr 11-17		Jul 11-17		Oct 3-17		Min	Max	Avg		MAC	1/2 MAC
NO2	<	0.003	<	0.009	<	0.003	<	0.003		0.003	0.009	0.005		1	0.5
NO3	<	0.006	<	0.008	<	0.007	<	0.017		0.006	0.017	0.010		10	5
NO2+NO3	<	0.006	<	0.017	<	0.007	<	0.017		0.006	0.017	0.012		10	5

Distribution Drinking Water - Trihalomethanes															
		Feb 3-17		Apr 11-17		Jul 11-17		Oct 3-17		Min	Max	Avg		MAC	1/2 Mac
THMs (total)		12		11		10		14		10.0	14.0	11.8		100	50
Bromodichloromethane		2.2		1.9		1.7		2.5		1.7	2.5	2.1			
Bromoform		0.34		0.34		0.34		0.34		0.340	0.340	0.340			
Chloroform		9.8		8.1		8.2		11.0		8.1	11.0	9.3			
Dibromochloromethane		0.47		0.48		0.45		0.58		0.45	0.58	0.50			

^a – Results collected from January 1, 2017 – December 31, 2017

3.3.6 Sodium

One water sample is collected annually for raw water at Wells 1, 2 and 5 and tested for Sodium due to naturally elevated levels. O. Reg 170/03 has set a Maximum Acceptable concentration (MAC) of 20 mg/L on the Treated Water for Sodium which requires the Medical Office of Health be notified if the concentration exceeds the MAC. These samples were collected on August 8, 2017 at Wells 1, 2 and 5 (Raw Water), found to be 21.1 mg/L at Well 1, 16.1 at Well 2 and 16.1 at well 5. Treated water samples will be collected in 2018.

3.3.7 Fluoride

One water sample is collected annually and tested for Fluoride due to naturally elevated levels. The Ontario Drinking Water Quality Standards (ODWQS) have set a MAC of 1.5 mg/L on Treated Water. On August 8, 2017, samples were collected for this analysis. The samples were found to have a concentration of 1.67 mg/L at Well 1, 1.86 mg/L at Well 2 and 1.36 mg/L at well 5, Wells 1 & 2 raw water is greater than the treated water MAC 1.5 mg/L. Treated Water samples will be collected in 2018.

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

Refer to **Table 10**. From January 1, 2017 to December 31, 2017, 907.9 kg of chlorine (in sodium hypochlorite) was used to ensure proper disinfection in the distribution system with an average dosage of 5.26 mg/L.

Refer to **Table 10** – due to elevated iron content, sodium silicate is used to maintain the iron in a non-oxidized state to prevent excessive discoloration. The average dose rate as active silicate was 3.33 mg/L.

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

	Well #1						
Month	Well 1 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb
January	7228	37.9	5.23	51.46	2.7	284.90	0.21
February	5597	27.9	4.82	40.59	2.8	225.40	0.19
March	5482	29.6	5.40	39.57	2.8	223.00	0.15
April	4364	23.8	5.43	33.21	2.9	177.30	0.12
May	5017	28.0	5.56	39.36	3.1	205.10	0.17
June	6810	38.5	5.71	53.92	2.7	270.10	0.22
July	4105	23.2	5.65	26.45	2.5	164.80	0.16
August	3974	21.1	5.30	25.83	2.5	158.00	0.18
September	4057	22.0	5.44	25.83	2.4	161.80	0.17
October	4119	22.9	5.56	25.01	2.4	165.50	0.19
November	4083	23.2	5.68	26.45	2.5	163.00	0.18
December	3302	18.7	5.67	21.12	5.7	132.10	0.19
Total	58138	316.7	65.47	408.77	35.0	2331.00	2.12
Min	3302	18.7	4.82	21.12	2.4	132.10	0.12
Max	7228	38.5	5.71	53.92	5.7	284.90	0.22
Avg	4845	26.4	5.46	34.06	2.9	194.25	0.18

	Well #2							
Month	Well 2 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb	Well 2 Static
January	4634	26.4	5.50	73.79	2.2	185.70	0.19	7.72
February	3784	20.7	5.20	65.39	2.3	147.90	0.22	7.21
March	4508	23.3	5.11	72.61	2.3	179.50	0.20	7.24
April	4008	21.9	5.40	65.86	2.3	160.40	0.18	7.29
May	3692	21.0	5.68	23.27	1.8	145.00	0.20	7.09
June	5786	30.6	5.23	75.67	1.8	229.30	0.20	7.58
July	4081	24.1	5.95	51.07	1.9	160.10	0.21	7.79
August	4664	27.8	5.88	61.38	1.9	183.60	0.20	7.77
September	4319	24.4	5.59	64.36	2.2	171.10	0.21	8.15
October	4015	22.8	5.63	60.93	2.1	161.20	0.20	0.00
November	4396	25.6	5.75	65.18	2.1	160.80	0.22	7.76
December	4141	23.7	5.68	171.58	2.1	151.00	0.19	7.48
Total	52028	292.3	66.62	851.09	25.0	2035.60	2.41	83.05
Min	3692	20.7	5.11	23.27	1.8	145.00	0.18	0.00
Max	5786	30.6	5.95	171.58	2.3	229.30	0.22	8.15
Avg	4336	24.4	5.55	70.92	2.1	169.63	0.20	6.92

Annual Report
For the 2017 Operating Year

Township of North Huron - Blyth Well Supply - 2017 Summary								
	Well #5							
Month	Well 5 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb	Well 5 Static
January	1487	6.5	6.90	19.76	10.0	74.40	0.73	26.91
February	2022	8.7	5.23	24.64	6.6	104.80	0.44	26.52
March	3340	15.0	4.64	39.04	4.7	163.00	0.22	25.94
April	5024	22.4	4.47	60.51	4.9	225.20	0.24	25.89
May	4905	21.9	4.43	69.05	5.4	219.40	0.16	25.19
June	6213	30.5	4.83	66.61	4.3	243.20	0.15	24.83
July	6405	32.8	5.12	62.22	3.7	268.40	0.15	24.51
August	6347	32.7	5.08	66.29	4.1	259.70	0.23	24.24
September	6651	34.4	5.06	69.05	4.0	255.60	0.22	24.22
October	6375	32.5	5.14	60.76	3.8	265.10	0.21	24.33
November	6623	32.9	4.85	70.52	4.1	269.80	0.21	24.65
December	5989	28.5	4.76	63.44	4.1	274.10	0.20	24.76
Total	61381	298.9	60.51	671.90	59.7	2622.70	3.15	301.99
Min	1487	6.5	4.43	19.76	3.7	74.40	0.15	24.22
Max	6651	34.4	6.90	70.52	10.0	274.10	0.73	26.91
Avg	5115	24.9	5.04	55.99	5.0	218.56	0.26	25.17

^a – Results collected from January 1, 2017 – December 31, 2017

4.2 Annual Flows

A summary of the water supplied to the distribution system in 2017 is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system.. Flow meters were calibrated on August 23, 2017 by ICS and were found to be acceptable.

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

Month	Well 1 Flow (m3)	Well 2 Flow (m3)	Well 5 Flow (m3)
January	7228	4634	1487
February	5597	3784	2022
March	5482	4508	3340
April	4364	4008	5024
May	5017	3692	4905
June	6810	5786	6213
July	4105	4081	6405
August	3974	4664	6347
September	4057	4319	6651
October	4119	4015	6375
November	4083	4396	6623
December	3302	4141	5989
Total	58138	52028	61381
Min	3302	3692	1487
Max	7228	5786	6651
Average	4845	4336	5115

5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE

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

- Preventative maintenance performed as per the computerized maintenance program
- Westmoreland Street reconstruction project- Water expense \$109,819.90

6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

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

There were no non-compliances noted.

One (1) adverse water quality event occurred in 2017 due to a 1 TC count on a distribution sample, was resampled and results were clear.

7.0 EMERGENT ISSUES

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

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

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

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

Table 12 – Regulatory Requirements

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

7.1.0 ARSENIC REVIEW

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

Table 13 – Historic Arsenic Values

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

Table 14- Haloacetic Acids

Date	Location	HAA5 ug/L					Trichloroacetic Acid
		Total HAA5	Chloroacetic Acid	Bromoacetic Acid	Dichloroacetic Acid	Dibromoacetic Acid	
Apr 11-17	DW howson Flour mill	5.3	4.7	2.9	2.7	2	5.3
	DW Blyth Arena	5.3	4.7	2.9	2.6	2	5.3
July 11-17	DW Howson Transport	5.3	4.7	2.9	2.9	2	5.3
	DW 182 Thuell	12.3	4.7	2.9	6	2	6.3
Oct 3-17	DW Lions Park	5.3	4.7	2.9	2.8	2	5.3
	DW 182 Thuell	5.3	4.7	2.9	3.3	2	5.3
	MIN	5.3	4.7	2.9	2.6	2	5.3
	MAX	12.3	4.7	2.9	6	2	6.3
	AVERAGE	6.47	4.7	2.9	3.38	2	5.47

7.2.0 EMERGENT ISSUES SUMMARY

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

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

NOTE:

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

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

Report Completed by: Kyllie Mc Donagh, Administrative Assistant

For More information please contact:

John Graham, Project Manager

Veolia Water Canada, Inc.

100 Cove Road, P.O. Box 185 Goderich, Ontario N7A 3Z2

Te 519-524-6583 ext 310 - Fax 519-524-9358

john.graham@veolia.com

www.veoliawaterna.com



Blyth Sewage Treatment Plant 2017 Annual Report

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

Blyth Sewage Treatment Plant 2017 Annual Report

Blyth STP Environmental Compliance Approval #9189-A6UPSM, Feb 23, 2016

The Following is a summary and discussion of the 2017 Blyth Sewage treatment plant operation and summary of compliance limits as set forth in the ECA.

The Annual Average Rated Capacity of the Treatment Unit is 730 m³/d with Peak Capacity of 2730 m³/d.

Based on Raw Sewage Flows, the 2017 annual average flows were 412m³/day which represents 56.5% of the annual 730 m³/day capacity. The maximum Peak Monthly average flow of 1892m³/d occurred in June 2017 represents 69.3% of the peak capacity.

Bypass Events

There were seven bypass events for the Blyth Sewage Treatment plant in 2017, all of the bypasses were measured secondary bypasses except for 2.1 hours during the bypass in June when it was a primary bypass. Three of the bypasses occurred due to heavy precipitation, two bypasses were a result of process upsets and two were a result of planned maintenance. The longest bypass was in November with a 104 hours secondary bypass which was due to the clarifier being rebuilt this was a scheduled maintenance project. The total number of bypass hours for 2017 were: 216.75 Secondary bypass hours with a total measured volume of 9.381/1000m³ and 2.1 hours of primary bypass with an estimated 0.129/1000m³ volume.

Compliance limits

The plant consistently removed 98.4% Biological Oxygen demand, 98.3% total suspended solids, 91.9% phosphorous and 93.3% total kjeldahl nitrogen which is well within the range of removals for a tertiary sewage plant and consistent with previous yearly operations.

Operational problems

There were no major problems encountered during the 2017 operating year. Listed below are clarifications as to why we had bypass events at the sewage plant in 2017

1 Bypasses in June due to heavy precipitation and infiltration- Both Primary and secondary bypass the primary bypass was for 2.1 hours

2 bypasses in April due to process upset- A lightning strike knocked the power out, the emergency generator overheated and shut down, the clarifier scrapper stopped spinning and therefore sludge floated to the top and over the weirs, and a bypass began. On April 8th all equipment was working however due to high flows a bypass continued.

2 planned secondary bypasses for clarifier rebuild in July and November

Maintenance

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

Clarifier rebuilt at the Blyth Sewage treatment plant for \$37,515.85

Blower #2 Rebuilt for Approx. \$5000.00

Return pump purchased for 8,660.00 was not installed in 2017

Quality Control Monitoring

Monitoring includes an online dissolved oxygen sensor which indicates loading and raw sewage quality, aeration basin solids content and proper operations of the aerators. Secondary clarifiers effluent is monitored for dissolved phosphorous to determine adequate ferric chloride dosage and nitrification in aeration basins as well as general clarity and surface debris which indicates proper solids removal. Adequate solids return to the aeration and wasting rates. It was decided we would no longer monitor for ammonia in house due to the toxicity of the reagent.

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

Calibration and Maintenance

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

Efforts to meet effluent objectives

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

Biosolids Generated

A total of 728.8 cubic meters was utilized in 2017 and hauled/applied by S&S Trucking.

Complaints

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

Tables

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

Blyth Sewage Treatment Plant 2017 Data Summary

Flow s	January	February	March	April	May	June	July	August	September	October	November	December	Total	Avg Flow	Maximum	% Cap
Total Flow s	20814	13313	14000	13531	14387	13659	9817	8510	8846	10023	12957	10672	150529	412	20814	56.5
Avg	671	475	452	451	464	455	317	275	295	323	432	344			671	
Max	1417	862	979	751	1488	1892	379	322	407	462	852	583			1892	
														Average	Max.	Removal Efficiency%
Raw Sew ag	January	February	March	April	May	June	July	August	September	October	November	December				
CBOD	43	93	151	78	102	131	148	172	150	139	240	126		130.78	240	98.4
SS	48	86	127	90	150	159	210	119	171	118	137	86		125.01	210	98.3
TP	1.10	1.97	2.59	2.51	2.61	3.42	3.09	4.10	2.93	2.39	3.31	3.22		2.77	4.095	91.9
TKN	10.80	17.10	0.00	26.25	19.73	34.35	27.25	38.95	30.30	21.20	23.35	27.80		23.09	38.95	93.3
pH	7.82	7.92	7.85	7.82	7.78	7.84	7.52	7.67	7.54	7.59	7.72	7.61		7.72	7.92	
														Average	Max.	
Final Effluent	January	February	March	April	May	June	July	August	September	October	November	December				
CBOD	2.0	2.0	2.0	2.5	2.0	2.0	2.0	3.0	2.0	2.3	2.0	2.0		2.15	3.00	
SS	2.0	2.0	2.0	2.0	2.3	3.0	2.0	2.0	2.0	2.0	2.0	2.0		2.11	3.00	
Ammonia	0.15	0.10	0.10	0.10	0.13	0.10	0.20	0.20	0.30	0.13	0.10	0.10		0.14	0.30	
TKN	1.05	0.57	1.00	1.00	2.17	0.95	1.25	4.85	2.15	1.90	0.50	1.20		1.55	4.85	
TP	0.24	0.23	0.21	0.20	0.26	0.20	0.27	0.28	0.23	0.15	0.14	0.29		0.22	0.29	
NO2	0.04	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03	0.03		0.03	0.04	
NO3	8.81	10.77	10.26	7.95	17.77	19.65	39.95	19.13	28.20	20.97	19.35	18.95		18.48	39.95	
pH	7.30	7.52	7.63	7.31	7.18	7.08	7.01	7.08	7.27	7.27	7.34	7.30		7.27	7.63	
E. Coli	17	5	3	2	27	3	7	52	13	10	5	5		13	52	
Tot Cl Res.	0.16	0.14	0.14	0.15	0.12	0.12	0.14	0.11	0.14	0.13	0.14	0.15		0.14	0.60	

Blyth STP Compliance Summary				2017								
Flow s	January	February	March	April	May	June	July	August	September	October	November	December
Peak Flow	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730	2730
Actual	1417	862	979	751	1488	1892	379	322	407	462	852	583
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Av Day Flow	730	730	730	730	730	730	730	730	730	730	730	730
Actual	671	475	452	451	464	455	317	275	295	323	432	344
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
CBOD&TSS	15	15	15	15	5	5	5	5	5	5	15	15
CBOD	2.0	2.0	2.0	2.5	2.0	2.0	2.0	3.0	2.0	2.3	2.0	2.0
TSS	2.0	2.0	2.0	2.0	2.3	3.0	2.0	2.0	2.0	2.0	2.0	2.0
Loading Kg	11	11	11	11	3.7	3.7	3.7	3.7	3.7	3.7	3.7	11
CBOD Kg	1.34	0.95	0.90	1.13	0.93	0.91	0.63	0.82	0.59	0.75	0.86	0.69
TSS Kg	1.34	0.95	0.90	0.90	1.08	1.37	0.63	0.55	0.59	0.65	0.86	0.69
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Tot P	1	1	1	1	0.3	0.3	0.3	0.3	0.3	0.3	1	1
Actual	0.24	0.23	0.21	0.20	0.26	0.20	0.27	0.28	0.23	0.15	0.14	0.38
TP Load Kg	0.7	0.7	0.7	0.7	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.7
Act. TP Kg	0.16	0.11	0.09	0.09	0.12	0.09	0.08	0.08	0.07	0.05	0.06	0.13
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
NH 3&4	17	21	14	6	3	1	1	1	1	3	3	11
Actual	0.10	0.15	0.13	0.12	0.12	0.12	0.14	0.08	0.11	0.10	0.11	0.23
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
NH 3	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02	0.02
Actual	0.0010	0.0004	0.0003	0.0004	0.0004	0.0003	0.0003	0.0004	0.0005	0.0008	0.0004	0.0003
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Tot Cl Res	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2
Month Max.	0.20	0.19	0.19	0.20	0.22	0.20	0.6	0.19	0.20	0.20	0.20	0.20
Month Avera	0.16	0.14	0.14	0.15	0.12	0.12	0.14	0.11	0.14	0.13	0.14	0.15
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
pH	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5	6 - 9.5
Actual	7.30	7.52	7.63	7.31	7.18	7.08	7.01	7.08	7.27	7.27	7.34	7.30
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
E. Coli	200	200	200	200	200	200	200	200	200	200	200	200
Actual GMD	17	5	0	2	27	3	7	52	13	10	5	5
Comp. Y/N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y

Quarterly Metals Calculations Report				2017			
Parameter							
Date		Feb 1-17	Jul 4-17	Jul 7-17	Jul 26-17	Oct 3-17	Average
Total Solids		15100	22400	22900	35300	5560	20252
NH 3&4		20.9	401	426	511	5.8	272.94
TKN		920	1390	1110	1790	232	1088.4
NO2		0.3	1.2	0.7	<0.2	0.2	0.6
NO3	<	0.3	0.3	0.3	0.3	3.4	0.92
NO2+NO3		0.3	1.2	0.7	0.3	3.6	1.22
Arsenic	<	0.1	0.2	0.1	0.2	0.1	0.14
Cadmium	<	0.011	0.017	0.014	0.016	0.005	0.0126
Cobalt		0.07	0.17	0.12	0.26	0.05	0.134
Chromium		0.73	1.8	1.5	2.4	0.39	1.364
Copper		6.7	8.4	7.4	12	1.6	7.22
Mercury		0.004	0.005	0.006	0.013	0.001	0.0058
Potassium		78	140	120	130	66	106.8
Molybden	<	0.09	0.15	0.18	0.29	0.05	0.152
Sodium							#DIV/0!
Nickel		0.27	0.64	0.57	0.86	0.12	0.492
Phosphorous		340	840	750	1300	130	672
Lead		0.2	0.5	0.4	0.7	<0.1	0.45
Selenium	<	0.1	0.1	0.1	0.1	0.1	0.1
Zinc		5.5	12	10	16	2.1	9.12
Ecoli DW		497479	9821	14847	6232	1780576	461791
Ecoli /100 ml		750000	22000	34000UAL	22000	990000	446000
pH							
Tank in " to Top							
Volume in m3		941	941	941	941	941	
Volume at 4%		355	527	539	831	131	0
Solids Kg		14212	21083	21553	33224	5233	0

Table 1 BYPASS AND OVERFLOW EVENTS

FACILITY NAME:		Blyth STP				YEAR:		2017		Sample Results										Ref #
Date (dd/mm/yy)	Location	Type (See Legend for descriptio n)	Start Time	Duration (hours)	Volume (1,000m3)	M/ E	Disinfecti on (Y/ N)	Treatment (Y/ N)	Reason Code*	BOD5 (mg/ L)	SS (mg/ L)	TP (mg/ L)	TKN	E.Coli (/ 100ml)						
Jan 12/ 17	Blyth stp	SB	2:30am	31.5	1.972	M	Y	Y	1	3	3	2.2	0.34	68	900347					
Jan 23/ 17	Blyth stp	SB	13:45	6.5	0.447	M	Y	Y	1	4	13	0.3	1.6	132	900380					
April 7/ 17	Blyth stp	SB	12:20am	12	0.418	M	Y	Y	6	16	15	0.41	4.3	10	7886-AL78TC					
April 8/ 17	Blyth stp	SB	9:30	15.5	0.281	M	Y	Y	6	9	26	0.78	4.9	76	900680					
June 23/ 17	Blyth stp	PB	4:20am	2.1	0.129	E	N	N	1&3	20	6.5	1.4	0.3	6100	901154					
June 23/ 17	Blyth STP	SB	2:00am	42.25	3.973	M	Y	Y	1&3	13	29	0.5	0.41	<1000	901154					
July 26/ 17	Blyth STP	SB	10:10am	5	0.094	M	Y	Y	9	<2	<2	0.7	0.22	44	6238-APMJX3					
Nov 20-24, 17	Blyth STP	SB	07:00am	104	2.197	M	Y	Y	9	2	<2	0.16	1.3	1	3576-ATAHBZ					
										3	<2	0.14	2	<2	3576-ATAHBZ					
										2	<2	0.11	3.5	<2UAL	3576-ATAHBZ					



Report Completed by: Kyllie McDonagh Administrative Assistant

For More information please contact:

John Graham, Project Manager

Veolia Water Canada, Inc.

100 Cove Road, P.O. Box 185 Goderich, Ontario N7A 3Z2

Tel 519-524-6583 ext 310 - Fax 519-524-9358

john.graham@veolia.com

www.veoliawaterna.com

Annual Report

For the 2017 Operating Year

Blyth Drinking Water System 2017 Operation and Maintenance Annual Report

PREPARED BY

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

TO

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

Resourcing the world  **VEOLIA**

Table of Contents

1.0 INTRODUCTION AND BACKGROUND	4
2.0 DESCRIPTION OF WATER SYSTEM	4
3.0 SUMMARY OF WATER QUALITY MONITORING	6
3.1 Water Treatment Equipment Operation and Monitoring as Per Schedule 7, O. Reg 170/03.....	6
3.1.1 Point of Entry Chlorine Residual	6
3.1.2 Distribution Chlorine Residual	6
3.1.3 Turbidity	7
3.2 Microbiological Sampling as per Schedule 10, O. Reg.170/03	8
3.2.1 Raw System	8
3.2.2 Treated Water Samples	9
3.2.3 Distribution Samples	9
3.3 Chemical Sampling & Testing as per Schedule 13, O. Reg.170/03	9
3.3.1 Inorganics	10
3.3.2 Lead	10
3.3.3 Organics	11
3.3.4 Trihalomethanes	13
3.3.5 Nitrate & Nitrite	12
3.3.6 Sodium	13
3.3.7 Fluoride	13
4.0 WATER AND CHEMICAL USAGE	14
4.1 Chemical Usage	14
4.2 Annual Flows	15
5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE.....	17
6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES	18
7.0 EMERGENT ISSUES.....	18
7.1.0 Arsenic Review.....	19
7.2.0 Emergent Issues Summary.....	20

List of Tables

Table 1 – Treated and Distribution Chlorine Residuals for Blyth Drinking Water System

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

Table 3 – Microbiological Results for Raw Water at Blyth Drinking Water System

Table 4 – Microbiological Results for Point of Entry at Blyth Drinking Water System

Table 5 – Microbiological Results for Blyth Distribution System

Table 6 – Schedule 23 Results for Blyth Drinking Water System

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

Table 8 – Schedule 24 Results for Blyth Drinking Water System

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

Table 10 – Chemical Usage at the Blyth Drinking Water System

Table 11 – Treated Water Flows for Blyth Drinking Water System

Table 12 –Regulatory Requirements

Table 13 – Historic Arsenic Values

Table 14- Haloacetic Acids

1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2017 Annual Report is to document the operation and maintenance data for the Blyth Drinking Water System for review by the Ministry of the Environment in accordance with O. Reg. 170/03. This report covers January 1, 2017 to December 31, 2017. A copy of this report will be submitted to the owner to be uploaded to the Township's website and can be supplied, free of charge, to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

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

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

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

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

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

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

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

Although the well has not been in service long enough to have stabilized within the aquifer to determine average quality, it appears to be lower in fluoride, sodium and iron, chlorine demand with similar hardness and alkalinities.

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

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

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

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

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

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

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

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

Annual Report
For the 2017 Operating Year

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

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

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

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

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

Well 5 system pressure ranges between 53psi to 65psi under normal operating conditions

Permit to Take Water 6057-A3SJAU Compliance Report					
3.2 -Maximum Amount of Taking Permitted					
	Max/Day on Permit		Peak Flow	%of Limit	
Well #1 (in m3)	653	m3	341	52.2	%
Well #2 (in m3)	1123	m3	356	31.7	%
Well #5 (in M3)	1728	m3	310	17.9	%
3.2 - Average Annual Amount of Taking Permitted					
	m3/year		m3/year		
Well #1 (in m3)	238345		58138	24.4	%
Well #2 (in m3)	409968		52028	12.7	%
Well #5 (in M3)	630720		61381	9.7	%

Capacity Report					
Total Peak Flow					
	Maximum	Actual	%of Cap		
Capacity (m3/d)	3504	474	13.5	%	

Total Average Flow					
Capacity (m3/d) W1	653	13.3	2.0	%	
Capacity (m3/d) W2	1123	11.9	1.1	%	
Capacity (m3/d)W5	1728	14	0.8	%	

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring

3.1.1 Point of Entry Chlorine Residual

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

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are checked daily using a HACH pocket colourimeter. In 2017, 459 distribution chlorine residuals were recorded.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Wells 1 &2																
Average Treated FCR- mg/L	1.06	1.12	1.05	1.06	1.00	1.03	1.06	1.06	1.03	0.96	1.13	1.14	1.06	0.77	1.75	365
Average Distribution FCR – mg/L	0.94	0.97	0.92	0.89	0.82	0.91	0.86	0.89	0.83	0.92	1.00	0.91	0.91	0.50	1.45	459
Wells 5																
Average Treated FCR- mg/L	1.00	1.01	1.00	1.10	1.04	1.12	1.15	1.23	1.29	1.41	1.40	1.38	1.18	0.68	1.95	365

^a – Results collected from January 1, 2017 – December 31, 2017

3.1.3 Turbidity

Turbidity is measured daily using a portable field turbidimeter at Well 5 and an on-line turbidimeter at Wells 1 and 2. **Table 2** provides a summary of raw and treated turbidity results. The maximum turbidity measured in the treated water was 0.97 NTU.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Average Well 1																
Raw Water	0.21	0.19	0.15	0.12	0.17	0.22	0.16	0.18	0.17	0.19	0.18	0.19	0.18	0.12	0.22	40.00
Turbidity(NTU)																
Average Well 2																
Raw Water	0.19	0.22	0.20	0.18	0.20	0.20	0.21	0.20	0.21	0.20	0.22	0.19	0.20	0.18	0.22	46.00
Turbidity(NTU)																
Average																
Treated (1&2)	0.06	0.06	0.05	0.08	0.14	0.06	0.10	0.08	0.10	0.12	0.06	0.10	0.08	0.03	0.97	365
Turbidity(NTU)																
Average Well 5																
Raw Water	0.73	0.44	0.22	0.24	0.16	0.15	0.15	0.23	0.22	0.21	0.21	0.20	0.26	0.15	0.73	46.00
Turbidity																
Average																
Treated (5)	0.28	0.19	0.15	0.11	0.09	0.10	0.16	0.18	0.10	0.10	0.11	0.09	.14	0.07	0.48	48
Turbidity(NTU)																

^a – Results collected from January 1, 2017 – December 31, 2017

3.2 Microbiological Sampling

3.2.1 Raw Water Samples

Raw water samples are taken every week from each of Well 1, 2 and well 5. In 2017, a total of 156 samples were collected and analyzed for E. coli and Total Coliforms. Each E. coli and Total Coliform result obtained was 0 cfu/100 ml in the raw water.

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry is taken every week and analyzed for E.Coli, Total Coliforms and Heterotrophic Plate Count (HPC) at Wells 1, 2 and Well 5. A total of 104 treated water samples were collected and analyzed for the above parameters. Each E. coli and total coliform result from the treated water was 0 cfu/100 ml. Currently, there is no limit on HPC. 103 samples were found to be safe, with 1 deteriorating. The range of HPC results were 0 - 380 cfu/100 ml and excluding 1 abnormal result of February 28, 2017 of 380, (following sample on Mar 7, 2017 <10). Given no abnormal results in the distribution or subsequent samples, it is suspected to be sampling error where the sample lines were not flushed properly or, since it is not common practice to sterilize sample port, debris in sample port.

3.2.3 Distribution System

Distribution samples are collected every week and tested for E.Coli, Total Coliform and for Heterotrophic Plate Count (HPC) in at least 25% of the samples. In 2017, a total of 168 distribution samples were collected and analyzed for the above parameters and all samples were found to be safe except for 1 sample where there was an incident of a 1 TC on August 15, 2017. This location, along with an upstream and downstream resample was done with those results at zero. The range of HPC results were <10 - 270 cfu/100 ml in all 52 samples. All E. coli results from the treated water were 0 cfu/100 ml.

3.3 Chemical Sampling & Testing

3.3.1 Inorganics

One treated water sample is taken every 36 months and tested for inorganics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Inorganics will be sampled and analyzed again on or before May 2018 from all 3 wells to coordinate the sample event. Results from 2016 can be found in **Table 6**.

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

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

^a – Samples collected on Nov 28, 2016.

3.3.2 Lead

1. Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 10 µg/L. In the two previous lead sampling seasons, pH and alkalinity samples were taken in March 2017 and one pH and alkalinity sample on September 2017. These parameters are required to be sampled and analyzed again between the months of December 2017 and April 2018 and again between June and October 2018. Lead is scheduled to be sampled again in the 2018 sampling season. 2017 results can be found in **Table 7**.

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

	pH	Lead	Alkalinity (mg/L)
Dec-Apr	7.71, 7.20	2.59, 7.0, 0.19, 0.05	208, 213
Jun-Oct	7.52, 7.44		198, 210

^a – Samples collected on March 30, 2017 and September 28, 2017 respectively.

3.3.3 Organics

One treated water sample is taken every 36 months and tested for organics. The most recent sample for the Blyth Drinking Water System was collected on November 28, 2016 from Well 5 and submitted to the laboratory for analysis of inorganics as listed in Schedule 24. All parameters were found to be within compliance. Organics will be sampled and analyzed again on or before May 2018, at the same time as Well 1 and 2 to coordinate the sample event. 2016 sample results can be found in **Table 8**.

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

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

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

^a – Samples collected on June 21, 2016.

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). In 2017, samples were collected during the months of February, April, July and October. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 2017, the average THM was found to be 11.8 µg/L, which is within compliance. Refer to **Table 9**, for the summary of trihalomethane results.

3.3.5 Nitrate & Nitrite

One treated water sample is taken every three months and tested for nitrate and nitrite. In 2017, samples were collected during the months of February, April, July and October. The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 1 mg/L for nitrites and 10 mg/L for nitrates. The results were found to be within compliance. Refer to **Table 9**.

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

Treated Drinking Water - Nitrites and Nitrates					POE Well 1& 2									
												O.Reg 169		
Date		Feb 3-17		Apr 11-17		July 11-17		Oct 3-17		Min	Max	Avg	MAC	1/2 MAC
NO2	<	0.003	<	0.012	<	0.003	<	0.003		0.003	0.012	0.005	1	0.5
NO3	<	0.006	<	0.007	<	0.012	<	0.01		0.006	0.012	0.009	10	5
NO2+NO3	<	0.006	<	0.019	<	0.012	<	0.01		0.006	0.019	0.012	10	5

Treated Drinking Water - Nitrites and Nitrates					POE Well 5									
												O.Reg 169		
Date		Feb 3-17		Apr 11-17		Jul 11-17		Oct 3-17		Min	Max	Avg	MAC	1/2 MAC
NO2	<	0.003	<	0.009	<	0.003	<	0.003		0.003	0.009	0.005	1	0.5
NO3	<	0.006	<	0.008	<	0.007	<	0.017		0.006	0.017	0.010	10	5
NO2+NO3	<	0.006	<	0.017	<	0.007	<	0.017		0.006	0.017	0.012	10	5

Distribution Drinking Water - Trihalomethanes														
		Feb 3-17		Apr 11-17		Jul 11-17		Oct 3-17		Min	Max	Avg	MAC	1/2 Mac
THMs (total)		12		11		10		14		10.0	14.0	11.8	100	50
Bromodichloromethane		2.2		1.9		1.7		2.5		1.7	2.5	2.1		
Bromoform		0.34		0.34		0.34		0.34		0.340	0.340	0.340		
Chloroform		9.8		8.1		8.2		11.0		8.1	11.0	9.3		
Dibromochloromethane		0.47		0.48		0.45		0.58		0.45	0.58	0.50		

^a – Results collected from January 1, 2017 – December 31, 2017

3.3.6 Sodium

One water sample is collected annually for raw water at Wells 1, 2 and 5 and tested for Sodium due to naturally elevated levels. O. Reg 170/03 has set a Maximum Acceptable concentration (MAC) of 20 mg/L on the Treated Water for Sodium which requires the Medical Office of Health be notified if the concentration exceeds the MAC. These samples were collected on August 8, 2017 at Wells 1, 2 and 5 (Raw Water), found to be 21.1 mg/L at Well 1, 16.1 at Well 2 and 16.1 at well 5. Treated water samples will be collected in 2018.

3.3.7 Fluoride

One water sample is collected annually and tested for Fluoride due to naturally elevated levels. The Ontario Drinking Water Quality Standards (ODWQS) have set a MAC of 1.5 mg/L on Treated Water. On August 8, 2017, samples were collected for this analysis. The samples were found to have a concentration of 1.67 mg/L at Well 1, 1.86 mg/L at Well 2 and 1.36 mg/L at well 5, Wells 1 & 2 raw water is greater than the treated water MAC 1.5 mg/L. Treated Water samples will be collected in 2018.

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

Refer to **Table 10**. From January 1, 2017 to December 31, 2017, 907.9 kg of chlorine (in sodium hypochlorite) was used to ensure proper disinfection in the distribution system with an average dosage of 5.26 mg/L.

Refer to **Table 10** – due to elevated iron content, sodium silicate is used to maintain the iron in a non-oxidized state to prevent excessive discoloration. The average dose rate as active silicate was 3.33 mg/L.

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

	Well #1						
Month	Well 1 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb
January	7228	37.9	5.23	51.46	2.7	284.90	0.21
February	5597	27.9	4.82	40.59	2.8	225.40	0.19
March	5482	29.6	5.40	39.57	2.8	223.00	0.15
April	4364	23.8	5.43	33.21	2.9	177.30	0.12
May	5017	28.0	5.56	39.36	3.1	205.10	0.17
June	6810	38.5	5.71	53.92	2.7	270.10	0.22
July	4105	23.2	5.65	26.45	2.5	164.80	0.16
August	3974	21.1	5.30	25.83	2.5	158.00	0.18
September	4057	22.0	5.44	25.83	2.4	161.80	0.17
October	4119	22.9	5.56	25.01	2.4	165.50	0.19
November	4083	23.2	5.68	26.45	2.5	163.00	0.18
December	3302	18.7	5.67	21.12	5.7	132.10	0.19
Total	58138	316.7	65.47	408.77	35.0	2331.00	2.12
Min	3302	18.7	4.82	21.12	2.4	132.10	0.12
Max	7228	38.5	5.71	53.92	5.7	284.90	0.22
Avg	4845	26.4	5.46	34.06	2.9	194.25	0.18

	Well #2							
Month	Well 2 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb	Well 2 Static
January	4634	26.4	5.50	73.79	2.2	185.70	0.19	7.72
February	3784	20.7	5.20	65.39	2.3	147.90	0.22	7.21
March	4508	23.3	5.11	72.61	2.3	179.50	0.20	7.24
April	4008	21.9	5.40	65.86	2.3	160.40	0.18	7.29
May	3692	21.0	5.68	23.27	1.8	145.00	0.20	7.09
June	5786	30.6	5.23	75.67	1.8	229.30	0.20	7.58
July	4081	24.1	5.95	51.07	1.9	160.10	0.21	7.79
August	4664	27.8	5.88	61.38	1.9	183.60	0.20	7.77
September	4319	24.4	5.59	64.36	2.2	171.10	0.21	8.15
October	4015	22.8	5.63	60.93	2.1	161.20	0.20	0.00
November	4396	25.6	5.75	65.18	2.1	160.80	0.22	7.76
December	4141	23.7	5.68	171.58	2.1	151.00	0.19	7.48
Total	52028	292.3	66.62	851.09	25.0	2035.60	2.41	83.05
Min	3692	20.7	5.11	23.27	1.8	145.00	0.18	0.00
Max	5786	30.6	5.95	171.58	2.3	229.30	0.22	8.15
Avg	4336	24.4	5.55	70.92	2.1	169.63	0.20	6.92

Annual Report
For the 2017 Operating Year

Township of North Huron - Blyth Well Supply - 2017 Summary								
	Well #5							
Month	Well 5 Flow (m3)	Chl'n used (Kg)	Cl Dose	Si (L)	Si Dose	Pump Hrs	RWW Turb	Well 5 Static
January	1487	6.5	6.90	19.76	10.0	74.40	0.73	26.91
February	2022	8.7	5.23	24.64	6.6	104.80	0.44	26.52
March	3340	15.0	4.64	39.04	4.7	163.00	0.22	25.94
April	5024	22.4	4.47	60.51	4.9	225.20	0.24	25.89
May	4905	21.9	4.43	69.05	5.4	219.40	0.16	25.19
June	6213	30.5	4.83	66.61	4.3	243.20	0.15	24.83
July	6405	32.8	5.12	62.22	3.7	268.40	0.15	24.51
August	6347	32.7	5.08	66.29	4.1	259.70	0.23	24.24
September	6651	34.4	5.06	69.05	4.0	255.60	0.22	24.22
October	6375	32.5	5.14	60.76	3.8	265.10	0.21	24.33
November	6623	32.9	4.85	70.52	4.1	269.80	0.21	24.65
December	5989	28.5	4.76	63.44	4.1	274.10	0.20	24.76
Total	61381	298.9	60.51	671.90	59.7	2622.70	3.15	301.99
Min	1487	6.5	4.43	19.76	3.7	74.40	0.15	24.22
Max	6651	34.4	6.90	70.52	10.0	274.10	0.73	26.91
Avg	5115	24.9	5.04	55.99	5.0	218.56	0.26	25.17

^a – Results collected from January 1, 2017 – December 31, 2017

4.2 Annual Flows

A summary of the water supplied to the distribution system in 2017 is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system.. Flow meters were calibrated on August 23, 2017 by ICS and were found to be acceptable.

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

Month	Well 1 Flow (m3)	Well 2 Flow (m3)	Well 5 Flow (m3)
January	7228	4634	1487
February	5597	3784	2022
March	5482	4508	3340
April	4364	4008	5024
May	5017	3692	4905
June	6810	5786	6213
July	4105	4081	6405
August	3974	4664	6347
September	4057	4319	6651
October	4119	4015	6375
November	4083	4396	6623
December	3302	4141	5989
Total	58138	52028	61381
Min	3302	3692	1487
Max	7228	5786	6651
Average	4845	4336	5115

5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE

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

- Preventative maintenance performed as per the computerized maintenance program
- Westmoreland Street reconstruction project- Water expense \$109,819.90

6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

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

There were no non-compliances noted.

One (1) adverse water quality event occurred in 2017 due to a 1 TC count on a distribution sample, was resampled and results were clear.

7.0 EMERGENT ISSUES

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

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

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

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

Table 12 – Regulatory Requirements

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

7.1.0 ARSENIC REVIEW

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

Table 13 – Historic Arsenic Values

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

Table 14- Haloacetic Acids

Date	Location	HAA5 ug/L					Trichloroacetic Acid
		Total HAA5	Chloroacetic Acid	Bromoacetic Acid	Dichloroacetic Acid	Dibromoacetic Acid	
Apr 11-17	DW howson Flour mill	5.3	4.7	2.9	2.7	2	5.3
	DW Blyth Arena	5.3	4.7	2.9	2.6	2	5.3
July 11-17	DW Howson Transport	5.3	4.7	2.9	2.9	2	5.3
	DW 182 Thuell	12.3	4.7	2.9	6	2	6.3
Oct 3-17	DW Lions Park	5.3	4.7	2.9	2.8	2	5.3
	DW 182 Thuell	5.3	4.7	2.9	3.3	2	5.3
	MIN	5.3	4.7	2.9	2.6	2	5.3
	MAX	12.3	4.7	2.9	6	2	6.3
	AVERAGE	6.47	4.7	2.9	3.38	2	5.47

7.2.0 EMERGENT ISSUES SUMMARY

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

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

NOTE:

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

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

Report Completed by: Kyllie Mc Donagh, Administrative Assistant

For More information please contact:

John Graham, Project Manager

Veolia Water Canada, Inc.

100 Cove Road, P.O. Box 185 Goderich, Ontario N7A 3Z2

Te 519-524-6583 ext 310 - Fax 519-524-9358

john.graham@veolia.com

www.veoliawaterna.com

Annual Report

For the 2017 Operating Year

Wingham Drinking Water System 2017 Operation and Maintenance Annual Report

PREPARED BY

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

TO

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

Resourcing the world  **VEOLIA**

Table of Contents

1.0 INTRODUCTION AND BACKGROUND	4
2.0 DESCRIPTION OF WATER SYSTEM	4
3.0 SUMMARY OF WATER QUALITY MONITORING	6
3.1 Water Treatment Equipment Operation and Monitoring as Per Schedule 7, O. Reg 170/03.....	6
3.1.1 Point of Entry Chlorine Residual	6
3.1.2 Distribution Chlorine Residual	6
3.1.3 Turbidity	7
3.2 Microbiological Sampling as per Schedule 10, O. Reg.170/03	8
3.2.1 Raw System	8
3.2.2 Treated Water Samples	9
3.2.3 Distribution Samples	10
3.3 Chemical Sampling & Testing as per Schedule 13, O. Reg.170/03	11
3.3.1 Inorganics	11
3.3.2 Lead	12
3.3.3 Organics	13
3.3.4 Trihalomethanes	15
3.3.5 Nitrate & Nitrite	15
3.3.6 Sodium	16
3.3.7 Fluoride	16
4.0 WATER AND CHEMICAL USAGE	17
4.1 Chemical Usage	17
4.2 Annual Flows	18
5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE.....	19
6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES	19
7.0 EMERGENT ISSUES.....	20
7.1.0 Arsenic Review.....	21
7.2.0 Emergent Issues Summary.....	21

List of Tables

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

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

Table 3 – Microbiological Results for Raw Water Well 3 Wingham Drinking Water System

Table 3.1- Microbiological Results for Raw Water Well 4 Wingham Drinking water system

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

Table 5 – Microbiological Results for Wingham Distribution System

Table 6 – Schedule 23 Results for Wingham Drinking Water System

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

Table 8 – Schedule 24 Results for Wingham Drinking Water System

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

Table 10 – Chemical Usage at the Wingham Drinking Water System

Table 11 – Treated Water Flows for Wingham Drinking Water System

Table 12 –Regulatory Requirements

Table 13 – Historic Arsenic Values

Table 14 – Haloacetic Acids

1.0 INTRODUCTION AND BACKGROUND

The purpose of the 2017 Annual Report is to document the operation and maintenance data for the Wingham Drinking Water System for review by the Ministry of the Environment in accordance with O. Reg. 170/03. This report covers January 1, 2017 to December 31, 2017. A copy of this report will be submitted to the owner to be uploaded to the Township's website and can be supplied, free of charge, to interested parties upon request.

2.0 DESCRIPTION OF WATER SYSTEM

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

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

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

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

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

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

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

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

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

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

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

The system has approximately 135 fire hydrants.

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

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

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

The Wingham Drinking Water System (treatment Subsystem) has maximum flows as specified in the Municipal Drinking Water Licence (MDWL) 090-102, Issue 4 and Drinking Water Works Permit (DWWP) 090-202, Issue 4. The maximum total daily flow is 11,807 cubic meters per day.

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

Typical system pressure ranges from 40 psi to 85 psi.

3.0 SUMMARY OF WATER QUALITY MONITORING

3.1 Water Treatment Equipment Operation and Monitoring

3.1.1 Point of Entry Chlorine Residual

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

3.1.2 Distribution Chlorine Residual

Chlorine residuals in the distribution system are checked daily using a HACH pocket colourimeter. In 2017, 454 distribution chlorine residuals were recorded.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Avg W3 Treated Chlorine Residual (mg/L)	1.2 4	1.31	1.24	1.1 9	1.29	1.19	1.1 0	1.15	1.2 4	1.25	1.3 3	1.3 0	1.24	0.91	1.67	365
Avg W4 Treated Chlorine Residual (mg/L)	1.1 2	1.13	1.10	1.1 0	1.17	1.20	1.0 8	1.06	1.1 1	1.04	1.0 7	1.1 0	1.12	0.82	1.83	365
Average Distributio n Chlorine Residual (mg/L)	0.9 9	1.05	1.05	1.0 3	1.00	0.97	0.9 1	0.90	0.9 3	0.95	0.9 4	0.9 4	0.97	0.29	1.47	454

^a – Results collected from January 1, 2017 – December 31, 2017

3.1.3 Turbidity

Turbidity is measured daily using an online analyser. **Table 2.** provides a summary of raw and treated turbidity results. The maximum turbidity measured in the treated water was 0.50 NTU.

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

Date	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Average	Min	Max	# Samples
Avg W3 Raw Turbidity	0.20	0.21	0.22	0.16	0.20	0.23	0.19	0.20	0.23	0.22	0.15	0.19	0.20	0.02	0.30	42
Avg W3 Treated Turbidity	0.10	0.07	0.08	0.09	0.12	0.07	0.06	0.06	0.07	0.06	0.05	0.07	0.08	0.01	0.50	364
Avg W4 Raw Turbidity	0.27	0.28	0.18	0.16	0.18	0.18	0.11	0.15	0.22	0.21	0.19	0.10	0.19	0.01	0.38	44
Avg W4 Treated Turbidity	0.07	0.05	0.05	0.06	0.07	0.07	0.08	0.09	0.06	0.06	0.07	0.06	0.07	0.01	0.50	365

^a – Results collected from January 1, 2017 – December 31, 2017

3.2 Microbiological Sampling

3.2.1 Raw Water Samples

Raw water samples are taken every week. In 2017, a total of 52 samples were collected and analyzed for E. coli and Total Coliforms from each well. Each E. coli and Total Coliform result obtained was 0 cfu/100 ml in the raw water. **Table 3 and Table 3.1** provides a summary of bacteriological results performed on the raw water.

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

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

^a – Results collected from January 1, 2017 – December 31, 2017

Table 3 – Microbiological Results for Raw Water Well 4 at Wingham Drinking Water System ^a

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

^a – Results collected from January 1, 2017 – December 31, 2017

3.2.2 Treated Water (Point of Entry) Samples

One treated water sample from the point of entry from Well 3 and Well 4 is taken every week and analyzed for E.Coli, Total Coliforms and for Heterotrophic Plate Count (HPC). A total of 104 treated water samples were collected and analyzed at Wells 3 and 4 for the above parameters. All samples were found to be safe. Each E. coli and total coliform result from the treated water was 0 cfu/100 ml. Currently, there is no limit on HPC. Most (101) samples were found to be safe, with 3 deteriorating. The range of HPC results were <10 - 290 cfu/100 ml. Given no abnormal results in the

distribution or subsequent samples, it is suspected to be sampling error where the sample lines were not flushed properly or, since it is not common practice to sterilize sample port, debris in sample port.

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

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

Date	#TC Samples	# Samples ≥1	#EC Samples	# Samples ≥1	#HPC Samples	Safe	Deteriorating = / > 50
Jan	10	0	10	0	10	10	0
Feb	8	0	8	0	8	8	0
Mar	8	0	8	0	8	7	1
Apr	8	0	8	0	8	8	0
May	10	0	10	0	10	9	1
Jun	8	0	8	0	8	8	0
Jul	8	0	8	0	8	8	0
Aug	10	0	10	0	10	9	1
Sep	8	0	8	0	8	8	0
Oct	10	0	10	0	10	10	0
Nov	8	0	8	0	8	8	0
Dec	8	0	8	0	8	8	0
Total	104	0	104	0	104	101	3

^a – Results collected from January 1, 2017 – December 31, 2017

3.2.3 Distribution System

Distribution samples are collected every week and tested for E.coli, Total Coliform and for Heterotrophic Plate Count (HPC). In addition, a new water main was installed on North St where samples were taken prior to being put in service (isolated with no services) in November, In October there were 2 extra samples collected in the distribution for the installation of a new valve on North St, in May 1 extra sample of TC and EC were collected for the opening of the seasonal splash pad and in April an additional 3 samples were collected to TC and EC in the distribution for the opening of the seasonal trailer park. In 2017, a total of 164 distribution samples were collected and analyzed for the above parameters and all samples were found to be safe. All E. coli and total coliform result from the treated water were 0

cfu/100 ml. The range of HPC results were 0 - 20 cfu/100 ml. **Table 5** provides a summary of all bacteriological samples taken in the distribution system.

Table 5 – Microbiological Results for Wingham Distribution System ^a

Date	# Samples TC	# Samples ≥1	# Samples EC	# Samples ≥1	# Samples HPC	Safe	Deteriorating = />50
Jan	15	0	15	0	5	5	0
Feb	12	0	12	0	4	4	0
Mar	12	0	12	0	4	4	0
Apr	15	0	15	0	4	4	0
May	16	0	16	0	5	5	0
Jun	12	0	12	0	4	4	0
Jul	12	0	12	0	4	4	0
Aug	15	0	15	0	5	5	0
Sep	12	0	12	0	4	4	0
Oct	17	0	17	0	5	5	0
Nov	14	0	14	0	4	4	0
Dec	12	0	12	0	4	4	0
Total	164	0	164	0	52	52	0

^a – Results collected from January 1, 2017 – December 31, 2017

3.3 Chemical Sampling & Testing

3.3.1 Inorganics

One treated water sample is taken every 36 months and tested for inorganics. The most recent samples for the Wingham Drinking Water System were collected on June 10, 2015 and submitted to the laboratory for analysis of inorganics as listed in Schedule 23. All parameters were found to be within compliance. Results from 2015 can be found in **Table 6**.

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

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

3.3.2 Lead

Schedule 15.1 of Ontario Regulation 170/03 requires that samples be taken during two seasons: once between December 15 and April 15 and once between June 15 and October 15. The Maximum Allowable Concentration for Lead is 0.01 mg/L. These parameters are required to be sampled and analyzed between the months of December 2016 and April 2017 and again between June 2017 and October 2017. Results can be found in **Table 7**.

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

	pH	Alkalinity (mg/L)	Lead (ug/L)
Distribution			
Dec-Apr	7.53, 7.53	227, 222	0.76, 0.5, 0.08, 0.06
Jun-Oct	7.32, 7.35	224, 225	

^a – Samples collected on March 30, 2017 and September 19, 2017 respectively.

3.3.3 Organics

One treated water sample is taken every 36 months and tested for schedule 24 organic parameters. The most recent samples were collected on June 10, 2015. All parameters were found to be within compliance. 2015 sample results can be found in **Table 8**.

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

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

Annual Report
For the 2017 Operating Year

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

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 2017, the average THM was found to be 6.7 µg/L, which is within compliance. Refer to **Table 9** for the summary of trihalomethane results.

3.3.5 Nitrate & Nitrite

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

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

Treated Drinking Water - Nitrites and Nitrates					Well #3					
Date	Jan 31-17	Apr 11-17	Jul 11-17	Oct 3-17	Min	Max	Avg	O.Reg 169		
NO2	< 0.003	< 0.01	< 0.003	< 0.003	0.003	0.010	0.005	MAC	1	1/2 MAC
NO3	< 0.006	< 0.008	< 0.007	< 0.008	0.006	0.008	0.007	10	5	
NO2+NO3	< 0.006	< 0.018	< 0.007	< 0.008	0.006	0.018	0.010	10	5	
Treated Drinking Water - Nitrites and Nitrates					Well #4					
Date	Jan 31-17	Apr 11-17	Jul 11-17	Oct 3-17	Min	Max	Avg	O.Reg 169		
NO2	< 0.003	< 0.02	< 0.003	< 0.003	0.003	0.020	0.007	MAC	1	1/2 MAC
NO3	< 0.006	< 0.006	< 0.006	< 0.006	0.006	0.006	0.006	10	5	
NO2+NO3	< 0.006	< 0.02	< 0.006	< 0.006	0.006	0.020	0.010	10	5	
Distribution Drinking Water - Trihalomethanes										
THMs (total)	4.2	5	9.9	7.5	4.2	9.9	6.7	100	50	
Bromodichloromethane	1.1	1.2	1.6	1.6	1.1	1.6	1.4			
Bromoform	0.34	0.34	0.34	0.34	0.340	0.340	0.340			
Chloroform	2.7	3.4	7.9	5.4	2.7	7.9	4.9			
Dibromochloromethane	0.37	0.41	0.45	0.52	0.37	0.52	0.44			

^a – Samples collected on January 3, 2017, April 11, 2017, July 11, 2017 and October 3, 2017 respectively.

3.3.6 Sodium

One water sample is collected every 60 months and tested for Sodium. O. Reg 170/03 has set a Maximum Acceptable concentration (MAC) of 20 mg/L for Sodium which requires the Medical Office of Health be notified if the concentration exceeds the MAC. These samples were last collected on January 30, 2013 and were found to be 11.9 mg/L at Well 3 and 15.6 mg/L at Well 4, which is within compliance. Sodium will be collected and analyzed on or before January 30, 2018.

3.3.7 Fluoride

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

4.0 WATER AND CHEMICAL USAGE

4.1 Chemical Usage

Refer to **Table 10**. From January 1, 2017 to December 31, 2017, 913.6 kg of sodium hypochlorite was used to ensure proper disinfection in the distribution system with an average dosage of 2.21 mg/L.

Table 10 – Chemical Usage at Wingham Drinking Water System

Well 3						Well 4					
Month	Chlorine used (Kg)	Cl Dosage	TDW Cl Free Res	Silicate (L)	Silicate Dosage	Month	Chlorine used (Kg)	Cl Dosage	TDW Cl Free Res	Silicate (L)	Silicate Dosage
January	31.7	2.31	1.39	126.4	4.16	January	42.2	2.38	1.12	85.6	2.17
February	27.5	2.10	1.31	120.5	3.50	February	36.6	2.23	1.13	87.4	2.75
March	23.7	1.91	1.14	146.9	2.62	March	40.5	2.14	1.10	200.2	6.17
April	31.7	2.06	1.19	148.1	3.71	April	42.4	2.20	1.10	233.0	4.72
May	36.7	2.06	1.29	170.6	3.76	May	54.0	2.32	1.17	262.8	4.36
June	28.8	2.06	1.19	137.1	3.71	June	55.2	2.38	1.20	266.9	4.53
July	33.6	2.06	1.10	152.7	3.75	July	53.3	2.41	1.08	99.6	4.50
August	30.3	2.23	1.15	163.7	4.18	August	46.4	2.35	1.06	242.8	4.89
September	37.4	2.24	1.24	157.4	3.65	September	40.3	2.33	1.11	207.7	4.74
October	48.6	2.28	1.25	199.6	3.70	October	34.7	2.15	1.04	202.5	4.66
November	31.8	2.30	1.33	131.0	3.70	November	37.7	2.17	1.07	276.0	7.20
December	26.6	2.23	1.30	100.0	3.27	December	41.7	2.21	1.10	243.8	5.04
Total	388.5	25.85	14.88	1754.1	43.72	Total	525.1	27.25	13.28	2408.3	55.72
Min	23.7	1.91	1.10	100.0	2.62	Min	34.7	2.14	1.04	85.6	2.17
Max	48.6	2.31	1.39	199.6	4.18	Max	55.2	2.41	1.20	276.0	7.20
Avg	32.4	2.15	1.24	146.2	3.64	Avg	43.8	2.27	1.11	200.7	4.64

^a – Results collected from January 1, 2017 – December 31, 2017

4.2 Annual Flows

A summary of the water supplied to the distribution system in 2017 is provided in **Table 11**. This Table provides a breakdown of the monthly flow provided to the distribution system.

Flow meters were calibrated on August 21, 2017 by ICS and were found to be acceptable. The Flow meters will be calibrated again by August 21, 2018.

Table 11. – Treated Water Flows for Wingham Drinking Water System ^a

Permit to Take Water 7003-7GUHVA Compliance Report - 2017				
3.2 -Maximum Amount of Taking Permitted				
	Max/Day on Permit	Peak Flow	%of Limit	
Well #3 (in m3)	6537 m3	1454	22.2	%
Well #4 (in m3)	5270 m3	1584	30.1	%
3.2 - Average Annual Amount of Taking Permitted				
Well #3 (in m3)	6537 m3	504	7.7	%
Well #4 (in m3)	5270 m3	628	11.9	%
Municipal Drinking Water License 090-102 Issue 4 - Capacity Report				
	Total Peak Flow			
	Maximum	Actual	%of Cap	
Capacity (m3/d)	11808 m3	2241	19.0	%
Total Average Flow				
Capacity (m3/d)	11808 m3	1132	9.6	%

5.0 IMPROVEMENTS TO SYSTEM AND ROUTINE AND PREVENTATIVE MAINTENANCE

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

- Pre-contact and POE analyzer replaced at Well 4 (\$3500)
- New water main on North St
- New Chlorine Pump installed at Well 3 (\$4200)
- Maintenance as per computerized maintenance system

6.0 MINISTRY OF THE ENVIRONMENT INSPECTIONS AND REGULATORY ISSUES

The most recent Ministry of Environment inspection was completed by Matt Shannon on September 14, 2017.

There were no non-compliances noted and the final inspection rating was 100%

7.0 EMERGENT ISSUES

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

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

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

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

Table 12 – Regulatory Requirements

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

7.1.0 ARSENIC REVIEW

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

Table 13 – Historic Arsenic Values

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

Table 14 Total Haloacetic Acids

Date	Location	HAA5 DW 2017 ug/L					Trichloroacetic Acid
		Total HAA5	Chloroacetic Acid	Bromoacetic Acid	Dichloroacetic Acid	Dibromoacetic Acid	
Feb 28-17	435 Minnie	5.3	4.7	2.9	2.6	2	5.3
	Royal homes	5.3	4.7	2.9	2.6	2	5.3
Apr 11-17	Royal homes	5.3	4.7	2.9	2.6	2	5.3
	435 Minnie	5.3	4.7	2.9	2.6	2	5.3
Jul 11-17	Wingham Arena	5.3	4.7	2.9	3	2	5.3
	The Cooperators	5.3	4.7	2.9	2.6	2	5.3
Oct 3-17	J Reavie Workshop	5.3	4.7	2.9	2.6	2	5.3
	The Cooperators	5.3	4.7	2.9	2.6	2	5.3
	Min	5.3	4.7	2.9	2.6	2	5.3
	Max	5.3	4.7	2.9	3	2	5.3
	Ave	5.3	4.7	2.9	2.65	2	5.3
	Ave mg/L	0.0053	0.0047	0.0029	0.00265	0.002	0.0053

7.2.0 EMERGENT ISSUES SUMMARY

Annual Report
For the 2017 Operating Year

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

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

NOTE:

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

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

Report Completed by: Kyllie McDonagh, Administrative Assistant

For More information please contact:

John Graham, Project Manager

Veolia Water Canada, Inc.

100 Cove Road, P.O. Box 185 Goderich, Ontario N7A 3Z2

Tel 519-524-6583 ext 310 - Fax 519-524-9358

john.graham@veolia.com

www.veoliawater.ca



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Chad Kregar, Deputy Chief, FDNH
DATE: 19/03/2018
SUBJECT: Fire Department of North Huron Report - January 2018 Activity
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Deputy Fire Chief regarding Fire Department of North Huron January 2018 Activity, for information purposes;

AND FURTHER, THAT the Clerk be instructed to provide a copy of this report to the municipalities of Morris-Turnberry, Central Huron and Ashfield-Colborne-Wawanosh for information purposes and in accordance with our fire agreements.

EXECUTIVE SUMMARY

Update on FDNH activities for January 2018.

DISCUSSION

Fire Calls

Jan 31, 18	Vehicle Collision	Brandon Line / Blyth Rd
Jan 31, 18	Fire- assisting other	82781 Cemetery Line
Jan 31, 18	Mutual Aid	1068 Harriston Road
Jan 29, 18	Alarm System Equipment	205 Josephine St
Jan 27, 18	Medical/Resuscitator	78 Victoria St W
Jan 24, 18	Alarm System Equipment	224 Josephine St
Jan 23, 18	Accident Illness	423 Grandview Rd
Jan 19, 18	Medical/Resuscitator	163 Park Drive
Jan 16, 18	Vehicle Collision	Josephine St / John St E
Jan 14, 18	Alarm System Equipment	90540 London Rd
Jan 12, 18	Fire	90120 Gilmour Line
Jan 11, 18	Medical Aid – not req'd	412 Queen Street
Jan 10, 18	Human – perceived Emergency	225 Hamilton Street
Jan 8, 18	Oxygen administered	311 Hamilton Street

Training

Jan 8 & 11	Blyth/Wingham Hall duties, equipment checks, SCBA Maintenance
Jan 15 & 18	Fire Cause and determination / Fire Origin
Jan 22 & 25	Fire Protection Systems
Jan 29 & Feb 1	Scene Lighting and auto extrication tools
Note: Jan 20	Full day training course – DZ License

FINANCIAL IMPACT

No immediate financial impact.

FUTURE CONSIDERATIONS

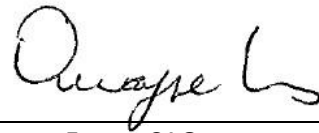
No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal #3 – Our community is healthy and safe.

Chad Kregar

Chad Kregar, Deputy Chief, FDNH



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Chad Kregar, Deputy Chief, FDNH
DATE: 19/03/2018
SUBJECT: Fire Department of North Huron Report – February 2018 Activity
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Deputy Fire Chief regarding Fire Department of North Huron February 2018 Activity, for information purposes;

AND FURTHER, THAT the Clerk be instructed to provide a copy of this report to the municipalities of Morris-Turnberry, Central Huron and Ashfield-Colborne-Wawanosh for information purposes and in accordance with our fire agreements.

EXECUTIVE SUMMARY

Update on FDNH activities for February 2018.

DISCUSSION

On February 1st, we hired 6 new candidates. For the Wingham Station we hired 4 and Blyth we hired 2.

Fire Calls

Feb 27 18	Vital signs absent, DOA	21 KATE ST
Feb 20 18	Assisting Other FD: Other	369 JOSEPHINE ST
Feb 8 18	Fire	84534 MARNOCH LI
Feb 8 18	Overheat (no fire, e.g. engines, mechanical)	328 JOSEPHINE ST
Feb 7 18	Oxygen administered	82948 LONDON RD
Feb 4 18	Vehicle Extrication	ST MICHAELS RD / CLYDE LI
Feb 4 18	Other Rescue	84359 HOOVER LI
Feb 3 18	Medical/resuscitator call no action required	205 LEOPOLD ST
Feb 2 18	Assisting Other FD: Mutual Aid	43738 AMBERLEY

Training

Feb 26 18	Wingham	Hose Lays, S.C.B.A, Search and Rescue
Feb 15 18	Wingham	Medical Review
Feb 15 18	Blyth	Medical Review
Feb 8 18	Blyth	Apparatus Maintenance - Cleaning (Bullet 1)
Feb 5 18	Wingham	SCBA--Operation & Inspection, Apparatus
Feb 1 18	Blyth	Scene Lighting, Rescue Tools, Auto X and Tech

FINANCIAL IMPACT

No immediate financial impact.

FUTURE CONSIDERATIONS

No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal #3 – Our community is healthy and safe.

Chad Kregar

Chad Kregar, Deputy Chief, FDNH

A handwritten signature in black ink, appearing to read "Dwayne Evans", written above a horizontal line.

Dwayne Evans, CAO



J.V.N. (Vince) Hawkes
Commissioner Le Commissaire

File #: 613-30

RECEIVED

March 2, 2018

MAR 07 2018

TOWNSHIP OF NORTH HURON

Mr. Neil Vincent
Reeve
Township of North Huron
274 Josephine Street, PO Box 90
Wingham ON N0G 2W0

Dear Mr. Vincent:

One of the responsibilities of the Ontario Provincial Police (OPP) is to action municipal requests sent to the Minister of Community Safety and Correctional Services for a contract proposal for OPP policing services. The contract proposal process is complex and needs to be completed with much attention to detail to ensure accurate information is provided to municipalities, allowing them to fairly evaluate their policing options.

As part of the year-end analysis, the OPP has committed to providing municipalities with a summary of activity on the OPP contract proposal/amalgamation process. The summary includes the number of hours and the associated dollar value of the OPP providing support to your municipality throughout the process.

In 2016-2017, the OPP dedicated to the Township of North Huron, 253 hours with an approximate dollar value of \$17,990. The cost of the services provided was calculated by multiplying the reported time by the actual salaries and benefits of the OPP members. Other daily operating expenses, such as transportation, accommodation and meals, have not been included. This summary is being provided for your information and does not request reimbursement of OPP costs. Should you have any questions, please contact the OPP Municipal Policing Bureau at OPP.MunicipalPolicing@opp.ca

The OPP continues to be committed to transparency, effectiveness and cost-efficiency, while offering excellent value for the services it is mandated to deliver to the province and municipalities.

Yours truly,

J.V.N. (Vince) Hawkes, C.O.M.

c: Mr. Matthew Torigian
Deputy Minister of Community Safety

Ms. Mary Silverthorn, Provincial Commander
Corporate Services, Ontario Provincial Police

Hometown Heroes: RAISE A LITTLE HEALTH CHARITY HOCKEY GAME



Dear Supporter,

I am proud to be participating in the *Hometown Heroes: "Raise a Little Health"* Charity Hockey Game in support of the Goderich-Huron YMCA's Strong Kids Campaign, Gateway Centre of Excellence in Rural Health and Alexandra Marine & General Hospital Foundation.

On Thursday, July 19, 2018, some of NHL's brightest stars will rally to benefit these three local organizations all working together to improve the health and wellness of so many in our community. Hockey fans of all ages will have a unique opportunity to watch the game with some of their hockey heroes while supporting very important work in their community.

We also have some one-of-a-kind experiences for sponsors, including a reception and autograph signing with the players. Please take a moment to consider a sponsorship level that is meaningful for you. This charitable hockey game would not be possible without the generosity of our corporate and individual sponsors.

Sold out crowds over the past four years have helped raise over \$170,000. The money was split between the three community groups. Your support of the *Hometown Heroes "Raise a Little Health"* Charity Hockey Game will help us build a stronger, healthier community by ensuring that every child has the opportunity to participate in recreation, summer camp or swimming lessons at the YMCA. The Alexandra Marine and General Hospital will benefit with the purchase of new equipment for its emergency department. Gateway Centre of Excellence in Rural Health, working to improve the health of rural residents through research & education, will be able to employ more local youth to help reach this goal.

If you are not able to support this event with a sponsorship gift, you can still take part. Please consider buying a ticket to the game for you and your friends and help keep our community healthy.

If you have any questions, please contact one of our planning committee volunteers:

Jennifer Yule:
jennifer.yule@amgh.ca
519-524-8689 ext. 5716

Gwen Devereaux:
gwen.devereaux@amgh.ca
1-519-870-3667

Anne Marie Thomson:
athomson@ymcaswo.ca
519-524-2125 ext. 205

Your support is greatly appreciated! Working together we can help to bolster these great organizations in our community. I look forward to seeing you out at the game!

With gratitude,

A handwritten signature in blue ink that reads "Ben Lobb".

Ben Lobb



Gateway
Centre of Excellence
In Rural Health



Hometown Heroes: RAISE A LITTLE HEALTH CHARITY HOCKEY GAME



Dear Supporter:

In anticipation of the 5th annual hockey game on July 19, 2018, we are hoping that your organization will help members of our small community achieve their health and wellness goals. Your support of this **Hometown Heroes "Raise a Little Health" Charitable Hockey Game** will help us build a stronger, healthier community by ensuring that every child has the opportunity to participate in recreation, summer camp or swimming lessons at the Goderich-Huron YMCA through the YMCA Strong Kids Campaign. The Alexandra Marine and General Hospital will receive much needed emergency department equipment and Gateway Centre of Excellence in Rural Health will be able to employ local students to help improve the health of rural residents through research and education.

Ben Lobb M.P. Huron Bruce and Brian O'Reilly work very hard to organize & participate in this successful event. It is a great family event, kept very affordable with low ticket prices. Area children have the opportunity to see their hometown heroes up close and personal. These players have achieved great success at the NHL, AHL, OHL, Olympic and University levels. For local children, the opportunity to speak to, and spend time with their hockey idols is magical, motivating and inspirational!

The funds raised support Gateway Centre of Excellence in Rural Health, Goderich-Huron YMCA and Goderich's Alexandra Marine & General Hospital to continue their important work. Together, we have accomplished great things for our community!

Thank you in advance for your support. To date, we have raised over \$170,000.00. Year five will push us to \$200,000.00. We are hoping you will consider donating to this cause. We look forward to hearing from you.

Sincerely,

Handwritten signature of Myles Murdock in black ink.

Myles Murdock
AMGH Foundation Board Chair
Alexandra Marine & General Hospital
Foundation

Handwritten signature of Jay McFarlan in black ink.

Jay McFarlan
President
Gateway C.E.R.H

Handwritten signature of Anne-Marie Thomson in blue ink.

Anne-Marie Thomson
General Manager
Goderich and Central Huron YMCAs



Gateway

Centre of Excellence
In Rural Health
Page 146



Join us for the 5th Annual

HOMETOWN HEROES

RAISE A LITTLE HEALTH CHARITY HOCKEY GAME

Thursday July 19, 2018

2018 Sponsorship Packages

Title Sponsor—\$10,000

- Naming rights for the event and inclusion of logo on all event materials
- Inclusion of all Platinum Sponsor privileges
- 20 tickets to the game • 20 passes to the post game reception

Platinum Sponsor—\$5,000

- Company name on all Jerseys and presented to sponsor—signed by
- Sponsor named when player is introduced
- Full Page advertisement in program
- Company logo on website and social media
- 5 tickets to the game
- 5 passes to the post game reception
- Special mention during the Opening Ceremonies
- Recognition in event press releases and all media activities
- Game announcement thanking your company as a major sponsor
- Presentation of post game awards
- VIP photo with player

Silver Sponsor—\$1,000

- Company name on Jersey and presented to sponsor
- Sponsor named when player is introduced
- Quarter page advertisement in program
- Company logo on website and social media
- 2 tickets to the game
- 2 passes to the post game reception

Gold Sponsor—\$2,000

- Company name on all Jerseys
- Sponsor named when player is introduced
- Half page advertisement in program
- Company logo on website and social media
- 4 tickets to the game
- 4 passes to the post game reception
- Special mention during the Opening Ceremonies



Bronze Sponsor—\$500

- Sponsor named when player is introduced
- Listing in game day program
- Quarter page advertisement in program
- 2 tickets to the game
- 2 passes to the post game reception



Gateway

Centre of Excellence
In Rural Health

Page 147





JOIN US FOR THE 5TH ANNUAL
Hometown Heroes:



RAISE A LITTLE HEALTH CHARITY HOCKEY GAME



Thursday, July 19, 2018

At the Goderich-Huron YMCA - 190 Suncoast Drive East, Goderich, ON
Doors Open - 5PM | Opening Ceremonies - 6:45PM | Puck Drop - 7PM
Chuck-A-Puck | Silent Auction | Food Booth

**Tickets can be purchased at the YMCA, MP Ben Lobb's Goderich Office,
the Alexandra Marine & General Hospital or online at www.eventbrite.ca**

*Proceeds from the game will be equally distributed to the Alexandra Marine & General Hospital
Foundation, Goderich-Huron YMCA's Strong Kids & Gateway Centre of Excellence in Rural Health*



www.htheroes.ca | tickets: \$10 Adults \$5 Children



@hometownheroesgoderich



@htheroes2018

Hometown Heroes: RAISE A LITTLE HEALTH CHARITY HOCKEY GAME

2018 Sponsorship Registration Form

Organization or Sponsor Name: _____

Contact Name: _____

Address: _____

City: _____ Postal Code: _____

Phone: _____ E-Mail: _____

Payment Options: amount \$ _____

☐ Cheque (cheques payable to AMGH Foundation - HTH Hockey

Attention: Jennifer Yule - 120 Napier St. Goderich, ON N7A 1W5)

☐ Visa or ☐ M/C Card # _____ Expiry Date _____

Please check one of the following categories to confirm the level of
your support in the Hometown Heroe's Annual Hockey Game

☐ Title Sponsor—\$10,000

☐ Bronze Sponsor—\$500

☐ Gold Sponsor—\$2,000

☐ Silver Sponsor—\$1,000

☐ Platinum Sponsor—\$5,000

See you July 19th! Thank you for your support.

For more information regarding donations, please contact
Gwen Devereaux at 519-870-3667 or Jennifer Yule at 519-524-8689 ext. 5716
gwen.devereaux@amgh.ca jennifer.yule@amgh.ca



Gateway
Centre of Excellence
Page 149
Rural Health



March 6, 2018

Province Broadens Municipal Investment Powers

Today the Minister of Municipal Affairs, Bill Mauro, sent a letter to all heads of council informing them of the Province's reforms to the municipal eligible investment regulation. The regulatory change will guide the use of the prudent investor standard by municipal governments, paving the way for new investment options and opportunities.

Rather than just being able to invest in a "legal list" of eligible investments set out by the province, qualifying municipalities will be able to invest in any security, as long as it is prudent for their situation. This standard is already used by pension fund managers and trustees.

It means that municipal governments will be able to build more diverse investment portfolios that are more tailored to local needs and better manage risk. It also provides greater flexibility to respond to changing financial markets.

Municipalities will be able to pass a by-law approving the approach on or after January 1, 2019, giving the municipal community about 10 months to prepare.

The regulation details who qualifies for the new powers, and how these investments are to be managed and governed, including:

- Municipalities will be able to qualify either independently or as part of a group. To qualify independently, the municipal government must have at least \$100 million in money and investments that it does not require immediately, or at least \$50 million in net financial assets.
- Municipalities must pass a by-law to participate, and adopt an investment policy that includes investment objectives, timeframes, and risk tolerance levels.
- A Council-appointed Investment Board will use the policy to develop and implement an investment plan. Other than the municipal treasurer,

no other municipal staff or elected officials would sit on this board, which would be comprised of investment experts. Municipal governments will have the option of establishing this Board independently or jointly with other municipalities.

- The regulation requires compliance monitoring systems, and regular reviews and financial reports.

AMO welcomes this regulation change and appreciates the support of the Ministry of Municipal Affairs in granting this new authority, which will offer municipalities more options and independence in financing critical projects.

AMO, through Local Authority Services (LAS) and its ONE Investment program, has been advocating for prudent investor standard for a long time. It is in keeping with ONE's 25-year track record of providing turnkey investment solutions for municipal governments, whether to help fund capital projects or build up reserve accounts.

ONE will ensure that all municipalities, regardless of financial assets, will have options to access the prudent investor standard and the benefits it can offer. ONE will also continue to operate its current investment programs.

Municipalities will continue to have the option of investing under the "legal list" of investments. As part of its announcement, the Province also made several changes to the list. Most significantly, it will drop the minimum credit rating for securities from AA- to A-. AMO had advocated for changing this to BBB (Triple Bs), given that many large corporations are borrowing more in the low-interest environment. The Province's change is a step in the right direction and will allow more opportunities under the legal list.

For more details, ONE Investment has developed [full analysis](#) of the regulation and legal list amendments, and what it all means for municipal governments. As well, municipal treasurers and finance directors are receiving regular updates on the details of the new investment standard.

AMO Contact:

Judy Dezell, CAE
Director AMO Enterprise Centre,
Business Partnerships and LAS

March 14, 2018

Canada-Ontario Sign Infrastructure Program Agreement

Investing in Canada Infrastructure Program – Phase 2

The Bilateral Framework Agreement (IBA) was signed today. It outlines the terms and conditions for \$11.8 billion in federal funding over the next 10 years. Ontario's contribution is \$10 billion, which is in addition to other infrastructure funding programs such as OCIF.

The Canada Infrastructure Program has four (4) funding streams:

Public Transit	Green	Community, Culture and Recreation	Rural & Northern Community
<i>Federal</i> \$8.3 b	\$2.8b	\$407m	\$250m
<i>Provincial</i> 6.8 b	\$2.3b	\$335m	\$206m

Generally, the sharing ratios are 40-33-27% (federal, provincial and municipal) with some variation. Each funding stream is profiled over 10 years.

We understand that municipal governments will want to know more about federal eligibility requirements and we will provide more details on the IBA as soon as possible. We do know that the Agreement is framed on a project approvals process and outcomes reporting which is the case with Phase 1.

Since the Public Transit fund is based on a population and ridership formula, we understand that these municipal governments will receive information on the federal and provincial contributions shortly.

The Province's News Release [Backgrounder](#) contains information on expected outcomes when a project is completed. This will give you some immediate

insight on type of projects as municipal governments start to contemplate how the funding might help.

Again, more details including when and how projects can be submitted will emerge over the coming weeks.

AMO Contact:

Monika Turner, Director of Policy

March 15, 2018

GUIDANCE ON TRADITIONAL LAND ACKNOWLEDGEMENT STATEMENTS

This resource was developed by AMO's recently created Indigenous Relations Task Force. Members have requested supports on creating a traditional land acknowledgement statement for their municipal government. The intention of this resource is therefore to provide guidance to interested municipal governments on how to draft a statement for their jurisdiction.

WHAT ARE TRADITIONAL LAND ACKNOWLEDGEMENT STATEMENTS?

Traditional land acknowledgement statements are increasingly being used in Canada by governments, schools, post-secondary institutions, non-governmental organizations, and other civil institutions as a practice of reconciliation aimed at recognizing the traditional or treaty territories of Indigenous peoples. The statements are typically made at the introduction of meetings, gatherings, events, or presentations. Some are featured on organization websites or event description pages. They are commonly modelled after Indigenous protocols.

While municipal governments should be mindful that inaccurately acknowledging entities and territories may have legal implications, land acknowledgement statements are best interpreted as a venue for recognizing what is known of past Indigenous usage and occupancy of a land. Interested municipalities are advised to create statements specific to their jurisdictions based on legally recognized treaty or traditional lands or to opt for a high-level general statement.

TIPS FOR CREATING YOUR MUNICIPALITY'S LAND ACKNOWLEDGEMENT PROTOCOL:

- Research the history of the land within and in proximity to your municipal boundaries, including treaties, active land claim litigation and

Indigenous histories. This information will be useful in helping you craft a statement.

- Some of the history of specific areas may be complex and different sources could be contradictory. In these instances, it may be better to opt for a more general statement rather than trying to be specific.
- If your municipality has an Indigenous Relations or Reconciliation committee or if you have an Indigenous Advisory Council, you may find it useful to have this body help you create your municipal government's land acknowledgement statement.
- Municipal governments do not have to craft a land acknowledgement statement on their own. Engage and work with local First Nations, Métis, Indigenous organizations and community champions in your area. Advice from these groups may be useful in helping you develop a land acknowledgement protocol for your municipal government. Some may have also developed template acknowledgement statements for external use.
- Focus on your current neighbours and Indigenous residents with an eye towards acknowledging past usage and occupants. Remember that in some cases, First Nations communities may not be located on their traditional lands.
- Once your statement has been drafted, remember that it may be viewed as political. Some may critique the acknowledgement protocol your municipal government has created. While you may find it useful to consider their input and view the statement as a living document, do your best and remember that your municipality may not be able to make everyone happy.
- Some municipal governments with existing land acknowledgement protocols have implemented a trial period (e.g. 6 months) for their statement to allow Indigenous community members an opportunity to provide feedback.
- Determine which type of meetings and events you might wish to begin using your land acknowledgement statement to make sure it continues to be meaningful. You may also wish to consider whether you want to have a traditional land acknowledgement statement on your municipality's website.

- To avoid traditional land acknowledgement statements being used superficially and without an appreciation for their cultural meaning, some municipal governments have provided municipal elected representatives and staff with cultural awareness training before implementing the use of a statement.
- Some municipalities invite Indigenous Elders or leaders to participate in introduction protocols at civic celebrations or official events to bring greetings on behalf of the local Indigenous community. Sometimes this approach is used instead of a land acknowledgement statement.

EXAMPLES OF STATEMENTS USED IN ONTARIO:

City of Guelph – Used at the beginning of Council meetings, civic celebrations, official events

"As we gather, we are reminded that Guelph is situated on treaty land that is steeped in rich Indigenous history and home to many First Nations, Métis and Inuit people today. As a City, we have a responsibility for the stewardship of the land on which we live and work. Today we acknowledge the Mississaugas of the [New] Credit First Nation on whose traditional territory we are meeting."

For more information: [City of Guelph Territorial Acknowledgement](#).

Government of Ontario – High-level statement

"[Insert name of city/town] is located on the traditional territory of Indigenous peoples dating back countless generations. I want to show my respect for their contributions and recognize the role of treaty making in what is now Ontario. Hundreds of years after the first treaties were signed, they are still relevant today."

Carleton University (Ottawa) – Suggested scripts to be used before the start of university events

"We/I would like to acknowledge the Algonquin nation whose traditional and unceded territory we are gathered upon today." Or, "We/I would like to begin

by acknowledging that the land on which we gather is the traditional and unceded territory of the Algonquin nation."

For more information: [Carleton University Territory Acknowledgement](#).

University of Toronto – Used in specific university ceremonies

"(We) wish to acknowledge this land on which the University of Toronto operates. For thousands of years it has been the traditional land of the Huron-Wendat, the Seneca, and most recently, the Mississaugas of the Credit River. Today, this meeting place is still the home to many Indigenous people from across Turtle Island and we are grateful to have the opportunity to work on this land."

For more information: [University of Toronto Statement of Acknowledgement of Traditional Land](#).

TOOLS AND RESOURCES:

Canada

- The Aboriginal and Treaty Rights Information System (contains interactive maps of treaties and claims as well as other relevant information, including Community Profiles, Agreements, and Court Cases): [Government of Canada Aboriginal and Treaty Rights Information System](#).
- The Consultation and Information Service: [Government of Canada Aboriginal and Treaty Rights Information System \(ATRIS\)](#).
- On reconciliation: [Government of Canada Reconciliation](#).

Ontario

- On Treaties in Ontario: [Government of Ontario Treaties](#).
- On the Province's approach to reconciliation: [The Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples](#).

AMO Contact: Leslie Muñoz, Policy Advisor

This week, AMO signed an agreement with the Province to administer its \$26m Main Street Revitalization Initiative for Ontario's lower and single-tier municipalities (except for the City of Toronto). This initiative ensure investment in communities' main street/downtown areas to support small businesses.

AMO is pleased to announce that our administrative efficiencies mean that 413 municipalities will receive about 4% more than originally indicated in January when the program was announced by the province. The final allocations, compared to the original estimate, is attached.

Funding will follow a model similar to the Federal Gas Tax Fund (GTF) so there is no application process. Municipal governments will need a by-law authorizing it to sign a funding agreement with AMO. As with the GTF, treasurers are the administrator of this contract. Municipalities will need to identify the program category, the project(s), anticipated results and estimated cost when council deals with the agreement by-law. Please send this project information to AMO by sending an email to mainstreets@amo.on.ca.

AMO will be distributing your municipal agreement the week of March 19th. Watch for it – it will be an electronic delivery from one of AMO's staff – Brittany Ardiel. It's critical that the funding agreement by-law be put on Council agendas as soon as possible to avoid potential municipal lame duck provisions, particularly for any 2018 projects.

What projects qualify?

The funding can be used to support revitalization efforts related to energy efficiency, accessibility, aesthetics and marketability. There will be two program categories:

1. Implementing priorities under existing Community Improvement Plans (includes grants for renovations, retrofits and structural improvements); and/or,
2. Funding for municipal improvements that will support main street businesses, such as signage, streetscape improvement and marketing plan implementation.

Municipalities can fund projects in one or both categories.

Information on eligible projects and cost along with reporting requirements will be in a Guide that accompanies the funding agreement. Please read it. Like the GTF accountability framework, municipalities will need to demonstrate due diligence around project progress, financial controls and risk management. Individual projects should include plans to promote and communicate the benefits, just as we do for the GTF.

AMO looks forward to working with all of you to ensure Ontario municipalities can put this funding to work in support of our main streets.

AMO Contact: Pat Vanini, Executive Director

Ontario's Main Street Revitalization Initiative

Funding Allocations

as of March 12, 2018

Municipality	Allocation Announced Jan 2018	Allocation March 2018
CITY OF BARRIE	\$ 148,125.16	\$ 154,708.50
CITY OF BELLEVILLE	\$ 71,286.20	\$ 74,454.48
CITY OF BRAMPTON	\$ 531,145.98	\$ 554,752.47
CITY OF BRANTFORD	\$ 110,909.28	\$ 115,838.58
CITY OF BROCKVILLE	\$ 54,123.84	\$ 56,529.34
CITY OF BURLINGTON	\$ 183,597.89	\$ 191,757.80
CITY OF CAMBRIDGE	\$ 138,372.70	\$ 144,522.59
CITY OF CLARENCE-ROCKLAND	\$ 56,805.47	\$ 59,330.15
CITY OF CORNWALL	\$ 67,790.60	\$ 70,803.51
CITY OF DRYDEN	\$ 42,607.06	\$ 44,500.70
CITY OF ELLIOT LAKE	\$ 45,141.31	\$ 47,147.59
CITY OF GREATER SUDBURY	\$ 165,147.50	\$ 172,487.38
CITY OF GUELPH	\$ 139,959.99	\$ 146,180.44
CITY OF HAMILTON	\$ 483,102.79	\$ 504,574.02
CITY OF KAWARTHA LAKES	\$ 92,213.25	\$ 96,311.62
CITY OF KENORA	\$ 48,830.03	\$ 51,000.25
CITY OF KINGSTON	\$ 133,187.31	\$ 139,106.74
CITY OF KITCHENER	\$ 225,870.41	\$ 235,909.10
CITY OF LONDON	\$ 353,429.96	\$ 369,137.95
CITY OF MARKHAM	\$ 306,966.43	\$ 320,609.39
CITY OF MISSISSAUGA	\$ 639,530.09	\$ 667,953.65
CITY OF NIAGARA FALLS	\$ 102,926.22	\$ 107,500.72
CITY OF NORTH BAY	\$ 71,995.15	\$ 75,194.93
CITY OF ORILLIA	\$ 54,727.18	\$ 57,159.50
CITY OF OSHAWA	\$ 163,391.65	\$ 170,653.50
CITY OF OTTAWA	\$ 819,641.45	\$ 856,069.96
CITY OF OWEN SOUND	\$ 54,119.60	\$ 56,524.92
CITY OF PEMBROKE	\$ 47,801.76	\$ 49,926.28
CITY OF PETERBOROUGH	\$ 96,964.12	\$ 101,273.64
CITY OF PICKERING	\$ 106,060.15	\$ 110,773.94
CITY OF PORT COLBORNE	\$ 51,548.93	\$ 53,839.99
CITY OF QUINTE WEST	\$ 65,239.41	\$ 68,138.93
CITY OF SARNIA	\$ 88,970.05	\$ 92,924.28
CITY OF SAULT STE. MARIE	\$ 90,472.65	\$ 94,493.65
CITY OF ST. CATHARINES	\$ 141,077.20	\$ 147,347.29
CITY OF ST. THOMAS	\$ 61,285.57	\$ 64,009.37
CITY OF STRATFORD	\$ 54,980.43	\$ 57,424.01
CITY OF TEMISKAMING SHORES	\$ 44,445.91	\$ 46,421.29
CITY OF THOROLD	\$ 51,968.20	\$ 54,277.90
CITY OF THUNDER BAY	\$ 119,729.18	\$ 125,050.48

Municipality	Allocation Announced Jan 2018	Allocation March 2018
CITY OF TIMMINS	\$ 63,724.11	\$ 66,556.29
CITY OF VAUGHAN	\$ 287,711.38	\$ 300,498.55
CITY OF WATERLOO	\$ 117,253.38	\$ 122,464.64
CITY OF WELLAND	\$ 72,621.94	\$ 75,849.58
CITY OF WINDSOR	\$ 212,289.47	\$ 221,724.56
CITY OF WOODSTOCK	\$ 62,973.66	\$ 65,772.49
COUNTY OF BRANT	\$ 59,420.45	\$ 62,061.36
COUNTY OF PRINCE EDWARD COUNTY	\$ 56,994.35	\$ 59,527.43
HALDIMAND COUNTY	\$ 66,959.68	\$ 69,935.67
MUNICIPALITY OF ARRAN-ELDERSLIE	\$ 41,805.79	\$ 43,663.82
MUNICIPALITY OF BAYHAM	\$ 42,308.06	\$ 44,188.42
MUNICIPALITY OF BLUEWATER	\$ 42,087.84	\$ 43,958.41
MUNICIPALITY OF BRIGHTON	\$ 46,075.56	\$ 48,123.36
MUNICIPALITY OF BROCKTON	\$ 44,057.13	\$ 46,015.23
MUNICIPALITY OF BROOKE-ALVINSTON	\$ 38,085.72	\$ 39,778.42
MUNICIPALITY OF CALLANDER	\$ 39,315.58	\$ 41,062.94
MUNICIPALITY OF CENTRAL ELGIN	\$ 46,721.82	\$ 48,798.35
MUNICIPALITY OF CENTRAL HURON	\$ 42,460.52	\$ 44,347.66
MUNICIPALITY OF CENTRE HASTINGS	\$ 40,087.20	\$ 41,868.86
MUNICIPALITY OF CHARLTON AND DACK	\$ 36,624.63	\$ 38,252.39
MUNICIPALITY OF CHATHAM-KENT	\$ 114,425.21	\$ 119,510.78
MUNICIPALITY OF CLARINGTON	\$ 106,265.13	\$ 110,988.02
MUNICIPALITY OF DUTTON/DUNWICH	\$ 39,318.12	\$ 41,065.59
MUNICIPALITY OF EAST FERRIS	\$ 40,066.88	\$ 41,847.63
MUNICIPALITY OF FRENCH RIVER	\$ 38,298.32	\$ 40,000.47
MUNICIPALITY OF GORDON / BARRIE ISLAND	\$ 36,458.62	\$ 38,079.00
MUNICIPALITY OF GREENSTONE	\$ 39,970.32	\$ 41,746.78
MUNICIPALITY OF GREY HIGHLANDS	\$ 44,347.66	\$ 46,318.67
MUNICIPALITY OF HASTINGS HIGHLANDS	\$ 39,497.69	\$ 41,253.14
MUNICIPALITY OF HIGHLANDS EAST	\$ 38,875.13	\$ 40,602.92
MUNICIPALITY OF HURON EAST	\$ 43,783.55	\$ 45,729.49
MUNICIPALITY OF HURON SHORES	\$ 37,453.01	\$ 39,117.58
MUNICIPALITY OF KILLARNEY	\$ 36,370.53	\$ 37,987.00
MUNICIPALITY OF KINCARDINE	\$ 45,690.17	\$ 47,720.84
MUNICIPALITY OF LAMBTON SHORES	\$ 45,048.14	\$ 47,050.27
MUNICIPALITY OF LEAMINGTON	\$ 51,702.51	\$ 54,000.40
MUNICIPALITY OF MAGNETAWAN	\$ 37,220.93	\$ 38,875.19
MUNICIPALITY OF MARKSTAY-WARREN	\$ 38,293.24	\$ 39,995.16
MUNICIPALITY OF MARMORA AND LAKE	\$ 39,391.81	\$ 41,142.56
MUNICIPALITY OF MCDOUGALL	\$ 38,332.20	\$ 40,035.86
MUNICIPALITY OF MEAFORD	\$ 45,353.06	\$ 47,368.75
MUNICIPALITY OF MIDDLESEX CENTRE	\$ 50,664.65	\$ 52,916.41
MUNICIPALITY OF MISSISSIPPI MILLS	\$ 47,192.76	\$ 49,290.22
MUNICIPALITY OF MORRIS-TURNBERRY	\$ 39,004.73	\$ 40,738.27

Municipality	Allocation Announced Jan 2018	Allocation March 2018
MUNICIPALITY OF NEEBING	\$ 37,784.19	\$ 39,463.48
MUNICIPALITY OF NORTH GRENVILLE	\$ 49,977.73	\$ 52,198.96
MUNICIPALITY OF NORTH MIDDLESEX	\$ 41,423.78	\$ 43,264.84
MUNICIPALITY OF NORTH PERTH	\$ 47,164.81	\$ 49,261.02
MUNICIPALITY OF NORTHERN BRUCE PENINSULA	\$ 39,430.77	\$ 41,183.25
MUNICIPALITY OF OLIVER PAIPOONGE	\$ 41,059.57	\$ 42,884.44
MUNICIPALITY OF PORT HOPE	\$ 50,233.52	\$ 52,466.13
MUNICIPALITY OF POWASSAN	\$ 38,970.00	\$ 40,702.00
MUNICIPALITY OF RED LAKE	\$ 39,522.25	\$ 41,278.79
MUNICIPALITY OF SHUNIAH	\$ 38,413.51	\$ 40,120.78
MUNICIPALITY OF SIOUX LOOKOUT	\$ 40,509.01	\$ 42,309.42
MUNICIPALITY OF SOUTH BRUCE	\$ 40,819.87	\$ 42,634.08
MUNICIPALITY OF SOUTH DUNDAS	\$ 45,219.23	\$ 47,228.97
MUNICIPALITY OF SOUTH HURON	\$ 44,594.99	\$ 46,576.98
MUNICIPALITY OF SOUTHWEST MIDDLESEX	\$ 40,891.02	\$ 42,708.39
MUNICIPALITY OF ST.-CHARLES	\$ 37,118.44	\$ 38,768.15
MUNICIPALITY OF TEMAGAMI	\$ 36,722.88	\$ 38,355.01
MUNICIPALITY OF THAMES CENTRE	\$ 47,216.48	\$ 49,314.99
MUNICIPALITY OF THE NATION	\$ 46,892.07	\$ 48,976.17
MUNICIPALITY OF TRENT HILLS	\$ 46,970.00	\$ 49,057.55
MUNICIPALITY OF TRENT LAKES	\$ 40,614.89	\$ 42,420.00
MUNICIPALITY OF TWEED	\$ 41,162.91	\$ 42,992.37
MUNICIPALITY OF WAWA	\$ 38,504.14	\$ 40,215.44
MUNICIPALITY OF WEST ELGIN	\$ 40,274.39	\$ 42,064.37
MUNICIPALITY OF WEST GREY	\$ 46,646.44	\$ 48,719.62
MUNICIPALITY OF WEST NIPISSING	\$ 48,210.02	\$ 50,352.69
MUNICIPALITY OF WEST PERTH	\$ 43,552.32	\$ 45,487.98
MUNICIPALITY OF WHITESTONE	\$ 36,819.44	\$ 38,455.86
NORFOLK COUNTY	\$ 82,575.14	\$ 86,245.14
TOWN OF AJAX	\$ 129,696.78	\$ 135,461.09
TOWN OF AMHERSTBURG	\$ 54,623.57	\$ 57,051.29
TOWN OF ARNPRIOR	\$ 43,493.03	\$ 45,426.05
TOWN OF AURORA	\$ 75,291.71	\$ 78,638.01
TOWN OF AYLMER	\$ 42,389.37	\$ 44,273.35
TOWN OF BANCROFT	\$ 39,330.83	\$ 41,078.86
TOWN OF BLIND RIVER	\$ 38,984.40	\$ 40,717.04
TOWN OF BRACEBRIDGE	\$ 49,604.20	\$ 51,808.83
TOWN OF BRADFORD WEST GWILLIMBURY	\$ 58,249.89	\$ 60,838.77
TOWN OF BRUCE MINES	\$ 36,536.54	\$ 38,160.39
TOWN OF CALEDON	\$ 84,657.09	\$ 88,419.62
TOWN OF CARLETON PLACE	\$ 45,059.15	\$ 47,061.78
TOWN OF COBALT	\$ 36,999.01	\$ 38,643.41
TOWN OF COBOURG	\$ 52,509.44	\$ 54,843.19
TOWN OF COCHRANE	\$ 40,550.52	\$ 42,352.76

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWN OF COLLINGWOOD	\$ 54,502.45	\$ 56,924.78
TOWN OF DEEP RIVER	\$ 39,523.94	\$ 41,280.56
TOWN OF DESERONTO	\$ 37,546.18	\$ 39,214.90
TOWN OF EAST GWILLIMBURY	\$ 56,364.17	\$ 58,869.25
TOWN OF ENGLEHART	\$ 37,296.31	\$ 38,953.92
TOWN OF ERIN	\$ 45,732.52	\$ 47,765.07
TOWN OF ESPANOLA	\$ 40,275.24	\$ 42,065.25
TOWN OF ESSEX	\$ 53,345.43	\$ 55,716.34
TOWN OF FORT ERIE	\$ 54,340.94	\$ 56,756.09
TOWN OF FORT FRANCES	\$ 42,598.59	\$ 44,491.86
TOWN OF GANANOQUE	\$ 40,413.30	\$ 42,209.45
TOWN OF GEORGINA	\$ 66,798.75	\$ 69,767.58
TOWN OF GODERICH	\$ 42,504.57	\$ 44,393.66
TOWN OF GORE BAY	\$ 36,777.94	\$ 38,412.52
TOWN OF GRAND VALLEY	\$ 38,547.34	\$ 40,260.56
TOWN OF GRAVENHURST	\$ 46,471.11	\$ 48,536.49
TOWN OF GREATER NAPANEE	\$ 49,504.25	\$ 51,704.44
TOWN OF GRIMSBY	\$ 51,464.50	\$ 53,751.81
TOWN OF HALTON HILLS	\$ 80,133.21	\$ 83,694.69
TOWN OF HANOVER	\$ 42,555.39	\$ 44,446.74
TOWN OF HAWKESBURY	\$ 44,736.44	\$ 46,724.72
TOWN OF HEARST	\$ 40,337.92	\$ 42,130.72
TOWN OF HUNTSVILLE	\$ 52,827.91	\$ 55,175.82
TOWN OF INGERSOLL	\$ 46,848.88	\$ 48,931.05
TOWN OF INNISFIL	\$ 59,301.03	\$ 61,936.63
TOWN OF IROQUOIS FALLS	\$ 39,886.46	\$ 41,659.19
TOWN OF KAPUSKASING	\$ 43,066.98	\$ 44,981.07
TOWN OF KEARNEY	\$ 36,790.65	\$ 38,425.79
TOWN OF KINGSVILLE	\$ 54,298.32	\$ 56,711.58
TOWN OF KIRKLAND LAKE	\$ 42,803.56	\$ 44,705.94
TOWN OF LAKESHORE	\$ 59,339.14	\$ 61,976.44
TOWN OF LASALLE	\$ 53,892.03	\$ 56,287.23
TOWN OF LATCHFORD	\$ 36,308.70	\$ 37,922.42
TOWN OF LAURENTIAN HILLS	\$ 38,551.58	\$ 40,264.98
TOWN OF LINCOLN	\$ 56,191.38	\$ 58,688.78
TOWN OF MARATHON	\$ 38,815.84	\$ 40,540.99
TOWN OF MATTAWA	\$ 37,731.67	\$ 39,408.64
TOWN OF MIDLAND	\$ 50,327.54	\$ 52,564.32
TOWN OF MILTON	\$ 121,608.70	\$ 127,013.53
TOWN OF MINTO	\$ 43,388.00	\$ 45,316.35
TOWN OF MONO	\$ 43,335.48	\$ 45,261.50
TOWN OF MOOSONEE	\$ 37,298.00	\$ 38,955.69
TOWN OF NEW TECUMSETH	\$ 57,332.58	\$ 59,880.69
TOWN OF NEWMARKET	\$ 99,667.78	\$ 104,097.46

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWN OF NIAGARA-ON-THE-LAKE	\$ 50,875.56	\$ 53,136.69
TOWN OF NORTHEASTERN MANITOULIN AND THE ISLANDS	\$ 38,340.67	\$ 40,044.70
TOWN OF OAKVILLE	\$ 192,506.73	\$ 201,062.59
TOWN OF ORANGEVILLE	\$ 52,807.86	\$ 55,154.87
TOWN OF PARRY SOUND	\$ 41,471.22	\$ 43,314.38
TOWN OF PELHAM	\$ 50,535.91	\$ 52,781.95
TOWN OF PENETANGUISHENE	\$ 43,634.48	\$ 45,573.79
TOWN OF PERTH	\$ 41,066.35	\$ 42,891.52
TOWN OF PETAWAWA	\$ 50,601.13	\$ 52,850.06
TOWN OF PETROLIA	\$ 40,907.11	\$ 42,725.20
TOWN OF PLYMPTON-WYOMING	\$ 42,646.02	\$ 44,541.40
TOWN OF PRESCOTT	\$ 39,619.66	\$ 41,380.53
TOWN OF RAINY RIVER	\$ 36,727.12	\$ 38,359.44
TOWN OF RENFREW	\$ 43,008.54	\$ 44,920.03
TOWN OF RICHMOND HILL	\$ 193,514.67	\$ 202,115.32
TOWN OF SAUGEEN SHORES	\$ 47,660.31	\$ 49,778.55
TOWN OF SHELBURNE	\$ 42,926.38	\$ 44,834.22
TOWN OF SMITHS FALLS	\$ 43,480.32	\$ 45,412.78
TOWN OF SMOOTH ROCK FALLS	\$ 37,170.11	\$ 38,822.11
TOWN OF SOUTH BRUCE PENINSULA	\$ 43,172.01	\$ 45,090.77
TOWN OF SPANISH	\$ 36,646.65	\$ 38,275.39
TOWN OF ST. MARYS	\$ 42,197.10	\$ 44,072.53
TOWN OF TECUMSEH	\$ 55,718.75	\$ 58,195.14
TOWN OF THE BLUE MOUNTAINS	\$ 41,993.82	\$ 43,860.21
TOWN OF THESSALON	\$ 37,132.84	\$ 38,783.19
TOWN OF TILLSONBURG	\$ 49,487.31	\$ 51,686.75
TOWN OF WASAGA BEACH	\$ 53,555.49	\$ 55,935.74
TOWN OF WHITBY	\$ 137,065.76	\$ 143,157.57
TOWN OF WHITCHURCH-STOUFFVILLE	\$ 67,153.65	\$ 70,138.25
TOWNSHIP OF ADDINGTON HIGHLANDS	\$ 38,011.19	\$ 39,700.57
TOWNSHIP OF ADELAIDE-METCALFE	\$ 38,576.14	\$ 40,290.64
TOWNSHIP OF ADJALA-TOSORONTIO	\$ 45,339.51	\$ 47,354.60
TOWNSHIP OF ADMASTON/BROMLEY	\$ 38,529.55	\$ 40,241.98
TOWNSHIP OF ALBERTON	\$ 36,864.34	\$ 38,502.75
TOWNSHIP OF ALFRED AND PLANTAGENET	\$ 44,242.63	\$ 46,208.97
TOWNSHIP OF ALGONQUIN HIGHLANDS	\$ 38,034.90	\$ 39,725.34
TOWNSHIP OF ALNWICK/HALDIMAND	\$ 41,861.69	\$ 43,722.21
TOWNSHIP OF AMARANTH	\$ 39,498.53	\$ 41,254.02
TOWNSHIP OF ARMOUR	\$ 37,241.25	\$ 38,896.42
TOWNSHIP OF ARMSTRONG	\$ 37,031.20	\$ 38,677.03
TOWNSHIP OF ASHFIELD-COLBORNE-WAWANOSH	\$ 40,636.07	\$ 42,442.11
TOWNSHIP OF ASPHODEL-NORWOOD	\$ 39,523.94	\$ 41,280.56
TOWNSHIP OF ASSIGINACK	\$ 36,901.60	\$ 38,541.67
TOWNSHIP OF ATHENS	\$ 38,595.62	\$ 40,310.98

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWNSHIP OF ATIKOKAN	\$ 38,375.40	\$ 40,080.97
TOWNSHIP OF AUGUSTA	\$ 42,271.64	\$ 44,150.38
TOWNSHIP OF BALDWIN	\$ 36,568.73	\$ 38,194.01
TOWNSHIP OF BECKWITH	\$ 42,518.12	\$ 44,407.81
TOWNSHIP OF BILLINGS	\$ 36,554.33	\$ 38,178.97
TOWNSHIP OF BLACK RIVER-MATHESON	\$ 38,108.59	\$ 39,802.31
TOWNSHIP OF BLANDFORD-BLENHEIM	\$ 42,310.60	\$ 44,191.07
TOWNSHIP OF BONFIELD	\$ 37,716.43	\$ 39,392.71
TOWNSHIP OF BONNECHERE VALLEY	\$ 39,155.49	\$ 40,895.74
TOWNSHIP OF BRETHOUR	\$ 36,125.74	\$ 37,731.33
TOWNSHIP OF BROCK	\$ 45,904.46	\$ 47,944.66
TOWNSHIP OF BRUDENELL, LYNDON AND RAGLAN	\$ 37,316.64	\$ 38,975.16
TOWNSHIP OF BURPEE AND MILLS	\$ 36,334.11	\$ 37,948.96
TOWNSHIP OF CALVIN	\$ 36,480.64	\$ 38,102.00
TOWNSHIP OF CARLING	\$ 36,996.47	\$ 38,640.76
TOWNSHIP OF CARLOW/MAYO	\$ 36,775.40	\$ 38,409.86
TOWNSHIP OF CASEY	\$ 36,355.28	\$ 37,971.07
TOWNSHIP OF CAVAN MONAGHAN	\$ 43,521.83	\$ 45,456.13
TOWNSHIP OF CENTRAL FRONTENAC	\$ 39,747.55	\$ 41,514.11
TOWNSHIP OF CENTRAL MANITOULIN	\$ 37,808.75	\$ 39,489.14
TOWNSHIP OF CENTRE WELLINGTON	\$ 52,207.33	\$ 54,527.65
TOWNSHIP OF CHAMBERLAIN	\$ 36,324.79	\$ 37,939.23
TOWNSHIP OF CHAMPLAIN	\$ 43,417.64	\$ 45,347.32
TOWNSHIP OF CHAPLEAU	\$ 37,707.11	\$ 39,382.98
TOWNSHIP OF CHAPPLE	\$ 36,583.98	\$ 38,209.93
TOWNSHIP OF CHATSWORTH	\$ 41,659.25	\$ 43,510.78
TOWNSHIP OF CHISHOLM	\$ 37,137.07	\$ 38,787.61
TOWNSHIP OF CLEARVIEW	\$ 48,029.61	\$ 50,164.26
TOWNSHIP OF COCKBURN ISLAND	\$ 36,043.58	\$ 37,645.52
TOWNSHIP OF COLEMAN	\$ 36,547.55	\$ 38,171.89
TOWNSHIP OF CONMEE	\$ 36,737.28	\$ 38,370.05
TOWNSHIP OF CRAMAHE	\$ 41,426.33	\$ 43,267.50
TOWNSHIP OF DAWN-EUPHEMIA	\$ 37,709.65	\$ 39,385.63
TOWNSHIP OF DAWSON	\$ 36,439.98	\$ 38,059.54
TOWNSHIP OF DORION	\$ 36,311.24	\$ 37,925.07
TOWNSHIP OF DOURO-DUMMER	\$ 41,726.17	\$ 43,580.66
TOWNSHIP OF DRUMMOND/NORTH ELMSLEY	\$ 42,627.38	\$ 44,521.93
TOWNSHIP OF DUBREUILVILLE	\$ 36,562.80	\$ 38,187.81
TOWNSHIP OF EAR FALLS	\$ 36,886.36	\$ 38,525.75
TOWNSHIP OF EAST GARAFRAXA	\$ 38,228.02	\$ 39,927.04
TOWNSHIP OF EAST HAWKESBURY	\$ 38,835.32	\$ 40,561.34
TOWNSHIP OF EAST ZORRA-TAVISTOCK	\$ 42,081.91	\$ 43,952.22
TOWNSHIP OF EDWARDSBURGH/CARDINAL	\$ 42,051.42	\$ 43,920.37
TOWNSHIP OF ELIZABETHTOWN-KITLEY	\$ 44,390.01	\$ 46,362.90

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWNSHIP OF EMO	\$ 37,172.65	\$ 38,824.76
TOWNSHIP OF ENNISKILLEN	\$ 38,411.82	\$ 40,119.01
TOWNSHIP OF ESSA	\$ 53,901.07	\$ 56,296.68
TOWNSHIP OF EVANTUREL	\$ 36,423.89	\$ 38,042.73
TOWNSHIP OF FARADAY	\$ 37,230.24	\$ 38,884.92
TOWNSHIP OF FAUQUIER-STRICKLAND	\$ 36,497.58	\$ 38,119.69
TOWNSHIP OF FRONT OF YONGE	\$ 38,251.74	\$ 39,951.81
TOWNSHIP OF FRONTENAC ISLANDS	\$ 37,534.32	\$ 39,202.51
TOWNSHIP OF GAUTHIER	\$ 36,160.47	\$ 37,767.60
TOWNSHIP OF GEORGIAN BAY	\$ 38,160.26	\$ 39,856.27
TOWNSHIP OF GEORGIAN BLUFFS	\$ 44,919.39	\$ 46,915.81
TOWNSHIP OF GILLIES	\$ 36,445.07	\$ 38,064.85
TOWNSHIP OF GREATER MADAWASKA	\$ 38,176.35	\$ 39,873.08
TOWNSHIP OF GUELPH/ERAMOSA	\$ 46,931.04	\$ 49,016.86
TOWNSHIP OF HAMILTON	\$ 45,311.56	\$ 47,325.40
TOWNSHIP OF HARLEY	\$ 36,510.29	\$ 38,132.96
TOWNSHIP OF HARRIS	\$ 36,505.20	\$ 38,127.66
TOWNSHIP OF HAVELOCK-BELMONT-METHUEN	\$ 39,880.53	\$ 41,653.00
TOWNSHIP OF HEAD, CLARA AND MARIA	\$ 36,253.64	\$ 37,864.91
TOWNSHIP OF HILLIARD	\$ 36,232.47	\$ 37,842.80
TOWNSHIP OF HILTON	\$ 36,303.62	\$ 37,917.11
TOWNSHIP OF HORNEPAYNE	\$ 36,873.65	\$ 38,512.48
TOWNSHIP OF HORTON	\$ 38,488.90	\$ 40,199.52
TOWNSHIP OF HOWICK	\$ 39,324.05	\$ 41,071.78
TOWNSHIP OF HUDSON	\$ 36,469.63	\$ 38,090.50
TOWNSHIP OF HURON-KINLOSS	\$ 42,031.09	\$ 43,899.14
TOWNSHIP OF IGNACE	\$ 37,061.69	\$ 38,708.87
TOWNSHIP OF JAMES	\$ 36,399.33	\$ 38,017.08
TOWNSHIP OF JOCELYN	\$ 36,308.70	\$ 37,922.42
TOWNSHIP OF JOHNSON	\$ 36,679.69	\$ 38,309.90
TOWNSHIP OF JOLY	\$ 36,301.07	\$ 37,914.46
TOWNSHIP OF KERNS	\$ 36,346.81	\$ 37,962.23
TOWNSHIP OF KILLALOE, HAGARTY AND RICHARDS	\$ 38,093.35	\$ 39,786.38
TOWNSHIP OF KING	\$ 56,805.47	\$ 59,330.15
TOWNSHIP OF LA VALLEE	\$ 36,838.08	\$ 38,475.33
TOWNSHIP OF LAIRD	\$ 36,930.40	\$ 38,571.75
TOWNSHIP OF LAKE OF BAYS	\$ 38,726.06	\$ 40,447.22
TOWNSHIP OF LAKE OF THE WOODS	\$ 36,238.40	\$ 37,848.99
TOWNSHIP OF LANARK HIGHLANDS	\$ 40,564.92	\$ 42,367.80
TOWNSHIP OF LARDER LAKE	\$ 36,661.90	\$ 38,291.32
TOWNSHIP OF LAURENTIAN VALLEY	\$ 43,994.46	\$ 45,949.77
TOWNSHIP OF LEEDS AND THE THOUSAND ISLANDS	\$ 44,060.52	\$ 46,018.77
TOWNSHIP OF LIMERICK	\$ 36,336.65	\$ 37,951.61
TOWNSHIP OF LOYALIST	\$ 50,418.17	\$ 52,658.98

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWNSHIP OF LUCAN BIDDULPH	\$ 40,024.53	\$ 41,803.39
TOWNSHIP OF MACDONALD, MEREDITH AND ABERDEEN A	\$ 37,406.42	\$ 39,068.93
TOWNSHIP OF MACHAR	\$ 36,790.65	\$ 38,425.79
TOWNSHIP OF MACHIN	\$ 36,866.03	\$ 38,504.52
TOWNSHIP OF MADAWASKA VALLEY	\$ 39,535.80	\$ 41,292.95
TOWNSHIP OF MADOC	\$ 37,803.67	\$ 39,483.83
TOWNSHIP OF MALAHIDE	\$ 43,913.99	\$ 45,865.72
TOWNSHIP OF MANITOUWADGE	\$ 37,684.24	\$ 39,359.09
TOWNSHIP OF MAPLETON	\$ 44,960.05	\$ 46,958.27
TOWNSHIP OF MATACHEWAN	\$ 36,234.16	\$ 37,844.57
TOWNSHIP OF MATTAWAN	\$ 36,179.95	\$ 37,787.95
TOWNSHIP OF MATTICE-VAL CÔTÉ	\$ 36,592.45	\$ 38,218.78
TOWNSHIP OF MCGARRY	\$ 36,559.41	\$ 38,184.27
TOWNSHIP OF MCKELLAR	\$ 36,984.61	\$ 38,628.37
TOWNSHIP OF MCMURRICH/MONTEITH	\$ 36,741.52	\$ 38,374.48
TOWNSHIP OF MCNAB/BRAESIDE	\$ 42,123.41	\$ 43,995.57
TOWNSHIP OF MELANCTHON	\$ 38,591.39	\$ 40,306.56
TOWNSHIP OF MINDEN HILLS	\$ 41,200.17	\$ 43,031.29
TOWNSHIP OF MONTAGUE	\$ 39,229.18	\$ 40,972.70
TOWNSHIP OF MOONBEAM	\$ 37,086.25	\$ 38,734.53
TOWNSHIP OF MORLEY	\$ 36,450.99	\$ 38,071.04
TOWNSHIP OF MULMUR	\$ 38,989.48	\$ 40,722.35
TOWNSHIP OF MUSKOKA LAKES	\$ 41,623.68	\$ 43,473.62
TOWNSHIP OF NAIRN AND HYMAN	\$ 36,333.26	\$ 37,948.07
TOWNSHIP OF NIPIGON	\$ 37,434.37	\$ 39,098.12
TOWNSHIP OF NIPISSING	\$ 37,489.43	\$ 39,155.62
TOWNSHIP OF NORTH ALGONA WILBERFORCE	\$ 38,512.61	\$ 40,224.29
TOWNSHIP OF NORTH DUMFRIES	\$ 44,695.78	\$ 46,682.26
TOWNSHIP OF NORTH DUNDAS	\$ 45,596.15	\$ 47,622.65
TOWNSHIP OF NORTH FRONTENAC	\$ 37,651.21	\$ 39,324.59
TOWNSHIP OF NORTH GLENGARRY	\$ 44,606.00	\$ 46,588.49
TOWNSHIP OF NORTH HURON	\$ 40,221.03	\$ 42,008.63
TOWNSHIP OF NORTH KAWARTHA	\$ 38,143.32	\$ 39,838.58
TOWNSHIP OF NORTH STORMONT	\$ 41,865.08	\$ 43,725.75
TOWNSHIP OF NORWICH	\$ 45,361.53	\$ 47,377.60
TOWNSHIP OF O'CONNOR	\$ 36,605.15	\$ 38,232.05
TOWNSHIP OF OPASATIKA	\$ 36,235.01	\$ 37,845.45
TOWNSHIP OF ORO-MEDONTE	\$ 53,861.26	\$ 56,255.10
TOWNSHIP OF OTONABEE-SOUTH MONAGHAN	\$ 41,693.13	\$ 43,546.16
TOWNSHIP OF PAPINEAU-CAMERON	\$ 36,904.14	\$ 38,544.33
TOWNSHIP OF PELEE	\$ 36,242.63	\$ 37,853.41
TOWNSHIP OF PERRY	\$ 38,122.14	\$ 39,816.46
TOWNSHIP OF PERTH EAST	\$ 46,428.76	\$ 48,492.26
TOWNSHIP OF PERTH SOUTH	\$ 39,270.69	\$ 41,016.05

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWNSHIP OF PICKLE LAKE	\$ 36,372.22	\$ 37,988.77
TOWNSHIP OF PLUMMER ADDITIONAL	\$ 36,602.61	\$ 38,229.39
TOWNSHIP OF PRINCE	\$ 36,899.06	\$ 38,539.02
TOWNSHIP OF PUSLINCH	\$ 42,257.24	\$ 44,135.34
TOWNSHIP OF RAMARA	\$ 44,080.00	\$ 46,039.12
TOWNSHIP OF RED ROCK	\$ 36,801.66	\$ 38,437.29
TOWNSHIP OF RIDEAU LAKES	\$ 44,789.80	\$ 46,780.46
TOWNSHIP OF RUSSELL	\$ 50,036.17	\$ 52,260.00
TOWNSHIP OF RYERSON	\$ 36,592.45	\$ 38,218.78
TOWNSHIP OF SABLES-SPANISH RIVERS	\$ 38,765.87	\$ 40,488.80
TOWNSHIP OF SCHREIBER	\$ 36,940.57	\$ 38,582.37
TOWNSHIP OF SCUGOG	\$ 54,353.38	\$ 56,769.08
TOWNSHIP OF SEGUIN	\$ 39,689.11	\$ 41,453.07
TOWNSHIP OF SELWYN	\$ 50,493.56	\$ 52,737.71
TOWNSHIP OF SEVERN	\$ 47,458.72	\$ 49,568.00
TOWNSHIP OF SIOUX NARROWS-NESTOR FALLS	\$ 36,523.84	\$ 38,147.12
TOWNSHIP OF SOUTH ALGONQUIN	\$ 36,971.91	\$ 38,615.10
TOWNSHIP OF SOUTH FRONTENAC	\$ 51,836.91	\$ 54,140.77
TOWNSHIP OF SOUTH GLENGARRY	\$ 47,181.75	\$ 49,278.72
TOWNSHIP OF SOUTH STORMONT	\$ 47,147.87	\$ 49,243.33
TOWNSHIP OF SOUTHGATE	\$ 42,272.49	\$ 44,151.26
TOWNSHIP OF SOUTH-WEST OXFORD	\$ 42,535.06	\$ 44,425.51
TOWNSHIP OF SOUTHWOLD	\$ 39,788.21	\$ 41,556.57
TOWNSHIP OF SPRINGWATER	\$ 52,186.73	\$ 54,506.14
TOWNSHIP OF ST. CLAIR	\$ 47,974.55	\$ 50,106.75
TOWNSHIP OF ST. JOSEPH	\$ 37,093.87	\$ 38,742.49
TOWNSHIP OF STIRLING-RAWDON	\$ 40,178.68	\$ 41,964.40
TOWNSHIP OF STONE MILLS	\$ 42,567.25	\$ 44,459.12
TOWNSHIP OF STRATHROY-CARADOC	\$ 53,718.12	\$ 56,105.59
TOWNSHIP OF STRONG	\$ 37,262.43	\$ 38,918.54
TOWNSHIP OF TARBUTT AND TARBUTT ADDITIONAL	\$ 36,495.89	\$ 38,117.93
TOWNSHIP OF TAY	\$ 44,541.62	\$ 46,521.25
TOWNSHIP OF TAY VALLEY	\$ 40,841.89	\$ 42,657.08
TOWNSHIP OF TEHKUMMAH	\$ 36,412.88	\$ 38,031.23
TOWNSHIP OF TERRACE BAY	\$ 37,408.11	\$ 39,070.70
TOWNSHIP OF THE ARCHIPELAGO	\$ 36,493.35	\$ 38,115.27
TOWNSHIP OF THE NORTH SHORE	\$ 36,464.55	\$ 38,085.19
TOWNSHIP OF TINY	\$ 46,027.28	\$ 48,072.93
TOWNSHIP OF TUDOR AND CASHEL	\$ 36,539.93	\$ 38,163.93
TOWNSHIP OF TYENDINAGA	\$ 39,683.18	\$ 41,446.88
TOWNSHIP OF UXBRIDGE	\$ 53,979.84	\$ 56,378.95
TOWNSHIP OF VAL RITA-HARTY	\$ 36,689.00	\$ 38,319.63
TOWNSHIP OF WAINFLEET	\$ 41,440.72	\$ 43,282.53
TOWNSHIP OF WARWICK	\$ 39,170.74	\$ 40,911.66

Municipality	Allocation Announced Jan 2018	Allocation March 2018
TOWNSHIP OF WELLESLEY	\$ 45,580.90	\$ 47,606.72
TOWNSHIP OF WELLINGTON NORTH	\$ 46,134.85	\$ 48,185.29
TOWNSHIP OF WEST LINCOLN	\$ 48,325.21	\$ 50,473.00
TOWNSHIP OF WHITE RIVER	\$ 36,589.90	\$ 38,216.12
TOWNSHIP OF WHITEWATER REGION	\$ 41,980.27	\$ 43,846.06
TOWNSHIP OF WILMOT	\$ 53,445.38	\$ 55,820.73
TOWNSHIP OF WOLLASTON	\$ 36,611.08	\$ 38,238.24
TOWNSHIP OF WOOLWICH	\$ 49,509.60	\$ 51,710.03
TOWNSHIP OF ZORRA	\$ 42,936.54	\$ 44,844.83
UNITED TOWNSHIPS OF DYSART, DUDLEY, HARCOURT, GUI	\$ 41,362.80	\$ 43,201.15
VILLAGE OF BURK'S FALLS	\$ 36,874.50	\$ 38,513.37
VILLAGE OF CASSELMAN	\$ 39,048.77	\$ 40,784.27
VILLAGE OF HILTON BEACH	\$ 36,188.42	\$ 37,796.80
VILLAGE OF MERRICKVILLE-WOLFORD	\$ 38,641.36	\$ 40,358.75
VILLAGE OF NEWBURY	\$ 36,438.29	\$ 38,057.77
VILLAGE OF OIL SPRINGS	\$ 36,592.45	\$ 38,218.78
VILLAGE OF POINT EDWARD	\$ 37,768.94	\$ 39,447.56
VILLAGE OF SOUTH RIVER	\$ 36,987.15	\$ 38,631.02
VILLAGE OF SUNDRIDGE	\$ 36,857.56	\$ 38,495.67
VILLAGE OF THORNLOE	\$ 36,138.45	\$ 37,744.60
VILLAGE OF WESTPORT	\$ 36,543.32	\$ 38,167.47
Total Municipal Funding	\$ 23,400,000	\$ 24,440,000
AMO Administration (6%)		\$ 1,560,000
TOTAL MAIN STREETS FUNDING		\$ 26,000,000

MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario N0G 1H0
Tel: 519-887-6137 ext. 21 Fax: 519-887-6424 Email: nmichie@morristorynberry.ca



Nancy Michie
Administrator Clerk-Treasurer

Township of North Huron
ATTN: Sean McGhee
smcghee@northhuron.ca

Notice of Information Meeting for the area of the Gregory Municipal Drain

You are hereby notified that an information meeting will be held-

Date & time: **Tuesday March 27th 2018 at 7 pm.**
Location: **Bluevale Community Hall**
32 Clyde Street, Bluevale, ON

to discuss flooding concerns in the area of the Gregory Municipal Drain.

The proposal affects various properties in the North Wingham area, as shown on the attached map.

The Morris-Turnberry Drainage Superintendent – Chris Dietrich will present information that he has obtained from site inspection and review of Municipal records, with possible options to move forward.

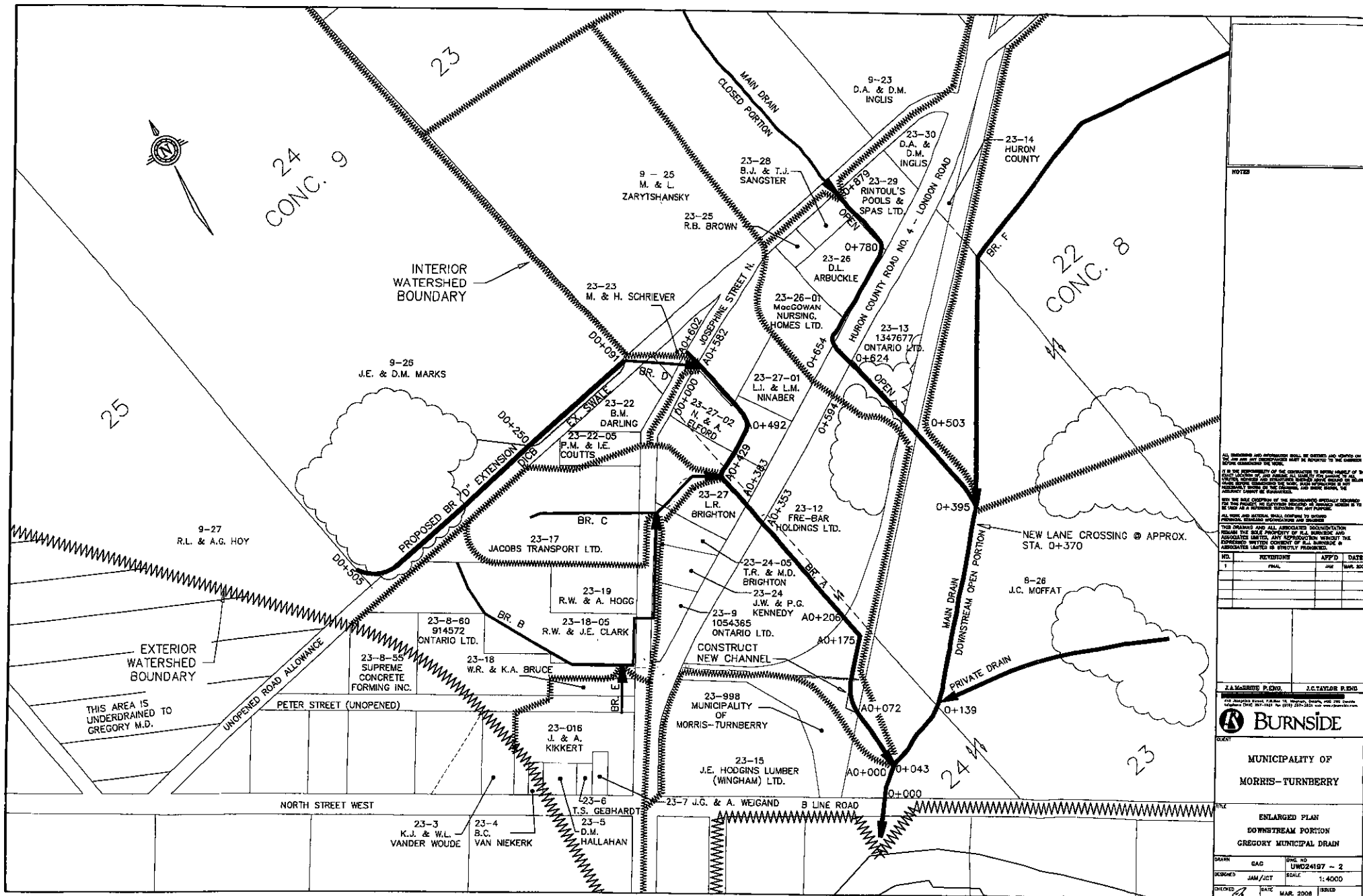
You as an affected owner of land, are hereby requested to attend at such time and place.

Dated the 9th day of March, 2018.

Yours very truly,

Nancy Michie

Failure to attend examination- You are hereby notified that if you do not attend at the examination, it may proceed in your absence and except as otherwise provided in the Drainage Act, you will not be entitled to any further notice in the proceedings. Statutory Powers Procedure Act, RSO 1990, c. S. 22, s. 6 (2) (c).



Dear Municipal GHG Challenge Fund Applicant,

Thank you for your application to the Municipal GHG Challenge Fund.

We received 336 applications and the pool of projects was very strong. This year, the Municipal GHG Challenge Fund will contribute some \$100 million to these initiatives.

In general, applications that were successful excelled in the following areas:

- Projects resulted in significant and cost-effective GHG reductions
- Projects had a detailed, feasible work plan to achieve the project outcomes
- Projects demonstrated strong alignment with municipal GHG emissions planning
- Projects did not receive or plan to receive funding from other programs financed through the [Greenhouse Gas Reduction Account](#)

Unfortunately, unless we notified you otherwise, your application(s) to the Municipal GHG Challenge Fund was not selected for the current round of funding.

The Climate Change Action Plan is a 5-year plan and there will be multiple rounds of the Municipal GHG Challenge Fund, pending the availability of carbon market proceeds. Planning for the next round of funding is underway and an announcement will likely be made later in 2018. We invite you to consider reapplying for the next round.

Applicants that were unsuccessful in this round of funding may re-submit applications in future rounds. MOECC will invite all unsuccessful applicants to a teleconference prior to the next funding intake to discuss common weaknesses in the applications and guidance on how to improve them for the next round of funding.

Thank you for participating in the Municipal GHG Challenge Fund, and we welcome your future applications.

Sincerely,

The Municipal Challenge Fund Team.

**Ministry of
Municipal Affairs**

Provincial Planning Policy
Branch
777 Bay Street, 13th Floor
Toronto ON M5G 2E5
Tel. 416-585-6014
Fax 416-585-6870

**Ministère des
Affaires municipales**

Direction des politiques provinciales
d'aménagement
777, rue Bay, 13^e étage
Toronto ON M5G 2E5
Tél. 416-585-6014
Télééc. 416-585-6870



Date: March 5, 2018

Subject: Planning Act Regulations related to the Building Better Communities and Conserving Watersheds Act, 2017

Further to the email sent on February 27, 2018, I am writing to provide an update on regulations under the Planning Act related to the Building Better Communities and Conserving Watersheds Act, 2017.

The Planning Act regulations will come into effect on April 3, 2018.

New regulations under the Local Planning Appeal Tribunal Act, 2017 are also proposed and it is anticipated that they will be finalized in the near future. In the interim, please visit the [Ontario Regulatory Registry posting](#) for information on the Local Planning Appeal Tribunal Act, 2017 regulations.

Under the *Planning Act*, changes will be made to existing regulations to facilitate implementation of the Building Better Communities and Conserving Watersheds Act, 2017 changes to the land use planning and appeal system by:

- requiring explanations of how planning proposals are consistent/conform with provincial and local policies and clarify requirements for municipal notices;
- making technical changes, such as changing references from Ontario Municipal Board to Local Planning Appeal Tribunal, and amending cross-references; and
- establishing new transition provisions to set out rules for planning matters in process at the time of proclamation.

You can view copies of the amending *Planning Act* regulations on Ontario's e-Laws:

- [Ontario Regulation 67/18 "Transitional Matters – General"](#) – amending Ontario Regulation 174/16 "Transitional Matters Relating to the *Smart Growth for Our Communities Act*, 2015"
- [Ontario Regulation 68/18](#) – amending Ontario Regulation 543/06 "Official Plans and Plan Amendments"
- [Ontario Regulation 69/18](#) – amending Ontario Regulation 549/06 "Prescribed Time Period – Subsections 17 (44.4), 34 (24.4) and 51 (52.4) of the Act"
- [Ontario Regulation 70/18](#) – amending Ontario Regulation 551/06 "Local Appeal Bodies"

- [Ontario Regulation 71/18](#) – amending Ontario Regulation 200/96 “Minor Variance Applications”
- [Ontario Regulation 72/18](#) – amending Ontario Regulation 197/96 “Consent Applications”
- [Ontario Regulation 73/18](#) – amending Ontario Regulation 545/06 “Zoning By-Laws, Holding By-Laws and Interim Control By-Laws”
- [Ontario Regulation 74/18](#) – amending Ontario Regulation 544/06 “Plans of Subdivision”
- [Ontario Regulation 75/18](#) – amending Ontario Regulation 173/16 “Community Planning Permits”

Questions

If you have any questions about the changes to the land use planning and appeal system, including the Planning Act regulatory changes, please email OMBReview@ontario.ca.

Sincerely,

Laurie Miller, Director
Provincial Planning Policy Branch
Ministry of Municipal Affairs



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

March 9, 2018

To: All Municipal Elections Officials

From: Carla Y. Nell, Vice-President, Municipal and Stakeholder Relations

Subject: Official Launch of voterlookup.ca

In support of the October 22, 2018 municipal and school board elections we are thrilled to re-introduce voterlookup.ca.

Launching on March 12, 2018, Ontario residents will be able to visit voterlookup.ca to find out whether their information is accurately reflected for inclusion on the Preliminary List of Electors for the 2018 elections. Eligible electors can also update their information, add a name to an address, or change their school support.

MPAC understands the importance of preparing and maintaining accurate and up-to-date electoral information required to support municipal and school board elections, and we are looking for your assistance in encouraging Ontario electors to visit voterlookup.ca to ensure their information is correctly recorded/updated.

Attached to this email is a municipal communications toolkit, with many resources you can use to help spread the word across your community, along with buttons that can be placed on any website you may have access to that lead directly to voterlookup.ca. The toolkit includes:

- ✓ User guide
- ✓ Key messages
- ✓ Proposed Facebook posts/updates
- ✓ Proposed of Twitter updates/tweets
- ✓ Content for your website(s)
- ✓ Web buttons/widgets
- ✓ Advertising templates
- ✓ Poster
- ✓ Mail inserts

1340 Pickering Parkway, Suite 101, Pickering, ON L1V 0C4
www.mpac.ca

There is also a [voterlookup.ca video](#) that can be shared through your website or social media.

For election planning purposes, the 2018 Enumeration Schedule is also attached.

We all play a role in ensuring a fair electoral system, and MPAC appreciates your support of this important initiative. Working together, we can improve the process of collecting electoral information for municipal and school board elections.

If you have any questions, please contact your local Account Manager, or send an email to enumeration@mpac.ca.

Yours truly,



Carla Y. Nell
Vice-President, Municipal and Stakeholder Relations



March 12, 2018

To: Association of Municipalities of Ontario (AMO)
200 University Avenue, Suite 801
Toronto, Ontario M5H 3C6

Federation of Canadian Municipalities (FCM)
24 Clarence Street
Ottawa, Ontario K1N 5P3

And To: All Ontario Municipalities

Re: User Pay Childcare Services at AMO and FCM Conferences

Dear Sir/Madam,

At its regular council meeting of March 5, 2018, Essex Town Council discussed the issue of ensuring access to childcare services for elected and municipal officials when they attend with their families at AMO and FCM conferences.

As a result of the discussion the following resolution was passed by Essex Town Council at its March 5, 2018 regular meeting:

Moved by Councillor Bondy
Seconded by Councillor Voakes

(R18-03-096) That the Association of Municipalities of Ontario (AMO) and the Federation of Canadian Municipalities (FCM) be requested to offer user pay childcare services at conferences during conference hours;

And that this resolution be circulated to all Ontario municipalities.

Carried



On behalf of Essex Town Council we accordingly ask the Association of Municipalities of Ontario and the Federation of Canadian Municipalities to respectfully give consideration to this request. Should you have any questions or comments regarding this matter, please feel free to contact the undersigned.

Yours truly

A handwritten signature in black ink, appearing to read "Robert Auger", written in a cursive style.

Robert Auger, L.L.B.
Clerk, Legal and Legislative Services
Town of Essex
Email: rauger@essex.ca

RA/Im

The Ministry of Agriculture, Food and Rural Affairs is seeking comments on a draft [Agricultural Impact Assessment Guidance Document](#). The Guidance Document is focused on helping to satisfy Agricultural Impact Assessment policies found in the Growth Plan for the Greater Golden Horseshoe 2017, the Greenbelt Plan 2017, the Niagara Escarpment Plan 2017 and the Oak Ridges Moraine Conservation Plan 2017. It may also be a useful best practice guide elsewhere in the province.

The draft Guidance Document is designed to help municipal planning practitioners, agricultural and environmental assessment professionals, aggregate producers, development and infrastructure proponents, and other decision-makers satisfy new policies in the updated provincial land use plans related to Agricultural Impact Assessments. The document also provides information on how to mitigate impacts from development on agriculture. The Guidance Document will help members of the public and stakeholders better understand the type of work that may be carried out for certain types of development that require an Agricultural Impact Assessment.

Information in the Guidance Document includes:

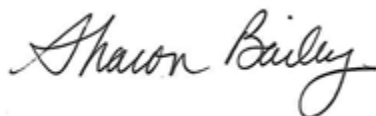
- A clear definition of an Agricultural Impact Assessment and related provincial requirements
- Technical guidelines and relevant information to include in an Agricultural Impact Assessment to ensure consistency (or an equivalent analysis as part of an environmental assessment)
- A list of mitigation measures and resources that may be considered to avoid, minimize and mitigate impacts on agriculture, including information on rehabilitating land back to agriculture.

Ontario Ministry of Agriculture, Food and Rural Affairs has posted the draft Agricultural Impact Assessment Guidance Document for public comment on the [Environmental Registry](#).

Comments on the draft Guidance Document are welcome between **March 15 and July 13, 2018**. You can submit comments by:

- Visiting the [Environmental Registry](#) posting and clicking the 'comment' button
- Email: aia@ontario.ca
- Fax: 519-826-3492
- Mail: Agricultural Impact Assessments
c/o Michele Doncaster, Policy Advisor
Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 2nd floor
Guelph, ON N1G 4Y2

We look forward to hearing from you.



Sharon Bailey, Director
Food Safety and Environmental Policy Branch
OMAFRA

We recently let you know that the Ministry of Agriculture, Food and Rural Affairs is seeking comments on a draft [Agricultural Impact Assessment Guidance Document](#).

We are holding two technical webinars for municipal planning and economic development staff, environmental and agricultural assessment professionals, engineers, associations and other professionals who are interested in Agricultural Impact Assessments. As such we would like to invite you, or request that you forward this invitation to an appropriate representative who would benefit from attending a technical webinar, to learn more about the Agricultural Impact Assessment Guidance Document. The technical webinar will also provide an opportunity for participants to ask questions.

Pre-registration is required.

The technical webinars will be held:

- **Wednesday, April 11, 2018: 1:30 – 3:30 PM**
- **Monday, April 16, 2018: 1:30 – 3:30 PM**

You must pre-register with the **Agricultural Information Contact Centre (AICC)** at **1-877-424-1300** or by email to ag.info.omafra@ontario.ca, providing your name, affiliation, and which session you plan to attend. We will send those who pre-register the agenda and other information closer to the webinar dates.

Comments on the draft Agricultural Impact Assessment Guidance Document will be accepted between **March 15 and July 13, 2018**.

You can submit comments by:

- Visiting the [Environmental Registry](#) posting and clicking the 'comment' button
- Email: aia@ontario.ca
- Fax: 519-826-3492
- Mail: Agricultural Impact Assessments
c/o Michele Doncaster, Policy Advisor
Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West, 2nd floor
Guelph, ON N1G 4Y2

We look forward to hearing from you.



Sharon Bailey, Director
Food Safety and Environmental Policy Branch
OMAFRA



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard Al, Clerk / Manager of IT
DATE: 19/03/2018
SUBJECT: OSUM Conference Registrations
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Clerk/Manager of IT for information purposes;

AND FURTHER, that direction is provided to staff regarding how Council would like to proceed with the registrations.

EXECUTIVE SUMMARY

Council has committed to sending a minimum of two Council representatives to the upcoming OSUM conference. Interested Council members have responded however, for these members to attend an exception to By-law 03-2010 would be required.

DISCUSSION

Section 9. of By-law 03-2010 reads

9. That Council Members shall be permitted to attend one (1) conference/convention per year. Council Members may attend additional conferences/conventions providing the request is approved by Resolution of Council.

During the February 20, 2018 Council Meeting, the following resolution was passed, affirming Council's support of OSUM as well as committing a minimum of two Council representatives to attend the OSUM conference.

M99/18

MOVED BY: B. Vodden

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby supports the nomination of the CAO of the Township of North Huron, Dwayne Evans, as an administrative member to the OSUM Executive Committee for a two year period effective May 2, 2018 and if elected or acclaimed, commits to sending a minimum of two Council representatives to attend the OSUM conference annually;

AND FURTHER, that if elected or acclaimed, associated expenses to attend OSUM Executive Committee meetings approximately three times per year and the OSUM annual conference be reimbursed to the CAO.

CARRIED

Page 1

Registration for the OSUM conference, scheduled for May 2 – 4, 2018 in Niagara Falls, is now open. Councillors interested in attending the conference have been requested to let staff know so that registrations and accommodations can be booked.

Thus far, Reeve Vincent and Councillor Ritsema-Teeninga have expressed interest in attending the conference. Both of these Council members have attended a previous conference in 2018 and as such, would require a motion of Council to permit attending an additional conference.

Should Council choose to grant an exception to By-law 03-2010, permitting Reeve Vincent and Councillor Ritsema-Teeninga to attend an additional conference in 2018, the following motions could be considered:

Motion 1:

THAT the Council of the Township of North Huron hereby supports Reeve Vincent's request to attend the 2018 OSUM conference and permits an exception to By-law 03-2010, to allow Reeve Vincent to attend an additional conference/convention.

Motion 2:

THAT the Council of the Township of North Huron hereby supports Councillor Ritsema-Teeninga's request to attend the 2018 OSUM conference and permits an exception to By-law 03-2010, to allow Councillor Ritsema-Teeninga to attend an additional conference/convention.

FINANCIAL IMPACT

The cost for registration is \$563.87 (including HST) per delegate which includes meals. In addition, special rate accommodations are available at the Sheraton on the Falls Hotel and Conference Centre starting at \$159 per night.

FUTURE CONSIDERATIONS

None at this time.

RELATIONSHIP TO STRATEGIC PLAN

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



Richard Al, Clerk / Manager of IT



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard AI, Clerk / Manager of IT
DATE: 19/03/2018
SUBJECT: By-laws for Consideration (March 2018)
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the March 19, 2018 report of the Clerk / Manager of IT regarding By-laws for Consideration for information purposes;

AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law No. 18-2018, By-law No. 19-2018, By-law No. 20-2018, By-law No. 21-2018, By-law No. 22-2018, By-law No. 23-2018, By-law No. 24-2018, By-law No. 25-2018, By-law No. 26-2018, By-law No. 27-2018 and By-law No. 28-2018 to be passed at the March 19th 2018 Council Meeting.

EXECUTIVE SUMMARY

The purpose of this report is to briefly review the following by-laws for consideration

- By-law No. 17-2018; Being a By-law respecting the issuing of Licences within the Township of North Huron (presented in draft at March 5, 2018 meeting)
- By-law No. 18-2018; Being a By-law to amend By-law No. 113-2017; Being a By-law to Establish Fees and Charges for the Township of North Huron (amendment required due to Licensing By-law)
- By-law No. 19-2018; Being a By-law to Repeal By-law No. 01-2017; A by-law to Appoint Statutory Officers to the Corporation of the Township of North Huron (housekeeping item)
- By-law No. 20-2018; Being a By-law to appoint a Municipal Weed Inspector for the Township of North Huron (housekeeping item)
- By-law No. 21-2018; Being a By-law to appoint a Treasurer for the Township of North Huron (housekeeping item)
- By-law No. 22-2018; Being a By-law to appoint a Deputy Treasurer for the Township of North Huron (housekeeping item)
- By-law No. 23-2018; Being a By-law to appoint Lottery Licence Officials for the Township of North Huron (housekeeping item)
- By-law No. 24-2018; Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.) (agreement is due for renewal)
- By-law No. 25-2018; Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, an agreement between the Township of North Huron and eSCRIBE Software Ltd. (formal agreement required)
- By-law No. 26-2018; Being a By-law to appoint a Municipal Auditor for the Township of North Huron (housekeeping)
- By-law No. 27-2018; Being a By-law to appoint a Deputy Chief - Administration for the Fire Department of North Huron (housekeeping)

- By-law No. 28-2018; Being a By-law to appoint a Deputy Chief - Operations for the Fire Department of North Huron (housekeeping)

DISCUSSION

By-law No. 17 -2018; Being a By-law respecting the issuing of Licences within the Township of North Huron

This by-law was presented in draft to Council during the March 5, 2018 Council meeting. During Council's review of the draft by-law, a question was raised regarding garage sales in the Township. Staff reviewed the North Huron Zoning By-law which contains the following verbiage

GARAGE SALE – shall mean an occasional sale held by the occupants of a dwelling unit on their own premises, of household goods and not merchandise which was purchased for resale or obtained on consignment. No person shall conduct more than 6 garage sales per year at one location, with a maximum duration of one weekend per sale.

As noted, the Zoning By-law defines and regulate garage sales. There are also provisions in the Property Standards By-law which regulate garage sales. Staff are satisfied that appropriate provisions are in place to regulate and enforcement garage sales.

By-law No. 18-2018; Being a By-law to amend By-law No. 113-2017; Being a By-law to Establish Fees and Charges for the Township of North Huron

As noted in the Clerk/Manager of IT's report dated March 5, 2018, a new fee schedule needs to be added to By-law 113-2018 to accommodate the proposed annual and multi-vendor licence fees. By-law 18-2018 is amends By-law 113-2017 by adding an additional Schedule (Schedule 'O') to said by-law.

By-law No. 19-2018; Being a By-law to Repeal By-law No. 01-2017; A by-law to Appoint Statutory Officers to the Corporation of the Township of North Huron

In previous years, a by-law has been passed on an annual basis appointing various individuals to certain roles within the organization. Annual by-laws that make multiple appointments all in one are difficult to manage as they can easily become outdated numerous times through the year if staff change.

To address this, staff propose that individual appointing by-laws without expiry dates (unless applicable) be passed. This would eliminate the need to pass an annual by-law appointing the same individuals to the same position (e.g. appointing myself to the Clerk/Manager of IT position on annual basis). Under this new method (recommended by the CAO) a separate by-law would be passed at the time a Statutory Officer is hired and that By-law would remain in effect until such time as the appointment by-law is repealed. The appointment by-law would most likely be repealed at the time the position becomes vacant. To implement this new method, the required appointment by-laws are on the March 19th, 2018 agenda for Council's consideration.

By-law No. 20-2018; Being a By-law to appoint a Municipal Weed Inspector for the Township of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are required. The Municipal Weed Inspector role is one such required appointment. This by-law appoints the Huron County Weed Inspector as well as the North Huron Operations Supervisor as Municipal Weed Inspectors. The Huron County Weed Inspector and North Huron's Operations Supervisor are accepting of the appointment.

By-law No. 21-2018; Being a By-law to appoint a Treasurer for the Township of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are required. The Treasurer role is one such required appointment.

By-law No. 22-2018; Being a By-law to appoint a Deputy Treasurer for the Township of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are required. The Deputy Treasurer role is one such required appointment.

By-law No. 23-2018; Being a By-law to appoint Lottery Licence Officers for the Township of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are required. The Lottery Licence Officer role is one such required appointment.

Previously and presently the Lottery Licence Officer role is performed by the Clerk only. There are times when the Clerk is out of the office and/or not available. For continuity and enhanced customer service purposes, it is recommended Town Hall's Administrative Assistant be appointed as a Lottery Licence Officer. Subject to the appointment, the Administrative Assistant and the Clerk will complete Lottery Licence training.

By-law No. 24-2018; Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.)

The current agreement for fire dispatch services between the Township and the Owen Sound Police Services Board is due for renewal. The agreement (attached to the By-law under section 10.9), has been reviewed by the CAO and the Deputy Chiefs.

By-law No. 25-2018; Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, an agreement between the Township of North Huron and eSCRIBE Software Ltd.

Staff were recently contacted by eSCRIBE Software Ltd., the provider of the Township's electronic meeting management system. Staff were informed that eSCRIBE does not currently have a signed agreement on file for the Township of North Huron.

The Township has been using eSCRIBE since early 2016 with great results. It is recommended the Reeve and Clerk be authorized to sign the agreement to allow continued use of this service.

By-law No. 26-2018; Being a By-law to appoint a Municipal Auditor for the Township of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are recommended.

In 2014 a Request for Proposal for External Audit Services was issued. Six audit firms responded and by motion of Council, Vodden, Bender and Seebach was appointed as the Township's auditor for the period 2015 to 2019. Section 296 (3) of the *Municipal Act, S.O. 2001, c. 25*, as amended, limits the appointment of a Municipal Auditor to a maximum of 5 years.

As noted above, the current appointment of Vodden, Bender and Seebach as the Township's Municipal Auditor expires on December 31, 2019. Before that time and with Council's approval, the Director of Finance will be issuing a RFP for Municipal Auditor services. After the process has been completed and Council has selected a Municipal Auditor for the period 2020 to 2024, a new by-law will be needed.

By-law No. 27-2018; Being a By-law to appoint a Deputy Chief – Administration for the Fire Department of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are recommended. The Deputy Chief role is one such required appointment. This appointment by-law relates to Chad Kregar.

By-law No. 28-2018; Being a By-law to appoint a Deputy Chief – Operations for the Fire Department of North Huron

As noted in the details of By-law 19-2018, separate by-laws to appoint various individuals to roles are required. The Deputy Chief role is one such required appointment. This appointing by-law relates to Matt Townsend.

FINANCIAL IMPACT

No immediate financial impact.

FUTURE CONSIDERATIONS

Although making the change from an annual appointing by-law to separate appointing by-laws for each role will generate a number of required by-laws all at once, this will greatly improve the management of appointments going forward. It will also reduce the staff time necessary to prepare by-laws when changes to appointments are made.

RELATIONSHIP TO STRATEGIC PLAN

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

A handwritten signature in black ink, appearing to be 'Richard AI', written above a horizontal line.

Richard AI, Clerk / Manager of IT

A handwritten signature in black ink, appearing to be 'Dwayne Evans', written above a horizontal line.

Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard AI, Clerk / Manager of IT
DATE: 19/03/2018
SUBJECT: Notice of Request for Improvement – Scott Municipal Drain
ATTACHMENTS: Signed Petitions, Overview Map

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Notice of Request for Drain Improvement for the Scott Municipal Drain, as described in the request submitted by Melanie Pletch and Eric and Marion Hussey, under Section 78(1) of the Drainage Act;

AND FURTHER, that Council supports proceeding with the drainage works and instructs the Clerk to send the notice required under Section 78(2) of the Drainage Act to the Maitland Valley Conservation Authority, OMAFRA and parties who requested the improvement under Section 78(1) of Council's actions.

EXECUTIVE SUMMARY

Two petitions have been received under Section 78 of the Drainage Act and as such, Council must render a decision regarding the course of action to take.

DISCUSSION

Section 78 of the Drainage Act reads:

78(1) If a drainage works has been constructed under a by-law passed under this Act or any predecessor of this Act, and the council of the municipality that is responsible for maintaining and repairing the drainage works considers it appropriate to undertake one or more of the projects listed in subsection (1.1) for the better use, maintenance or repair of the drainage works or of lands or roads, the municipality may undertake and complete the project in accordance with the report of an engineer appointed by it and without the petition required by section 4.

FINANCIAL IMPACT

Costs associated with drainage works are billed according to the Engineer's assessment schedule. Through an initial meeting with MVCA, it was communicated that a grant has been received from Bruce Power which may cover a significant portion of the cost of this drainage works.

FUTURE CONSIDERATIONS


Should Council decide to accept the petitions, notice would be sent as per Section 78(2) of the Drainage Act. After the 30 day notice period an engineer, as recommended by the Drainage Superintendent, would need to be appointed, in accordance with the Drainage Act.

RELATIONSHIP TO STRATEGIC PLAN

Goal #5 – Our natural environment is valued and protected.

A stylized, cursive handwritten signature in black ink, appearing to be 'Richard Al'.

Richard Al, Clerk / Manager of IT

A cursive handwritten signature in black ink, appearing to be 'Dwayne Evans'.

Dwayne Evans, CAO

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of North Huron

Re: Scott Municipal Drain

(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ Changing the course of the drainage works;
- ☐ Making a new outlet for the whole or any part of the drainage works;
- ☐ Constructing a tile drain under the bed of the whole or any part of the drainage works;
- ☐ Constructing, reconstructing or extending bridges or culverts;
- ☐ Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;
- ☒ Otherwise improving, extending to an outlet or altering the drainage works;
- ☐ Covering all or part of the drainage works; and/or
- ☐ Consolidating two or more drainage works.

Provide a more specific description of the proposed drain improvement you are requesting:

Landowners have been working with the MVCA since 2005 on a rural storm water management approach on the Scott drain to help address the impacts of climate change and improve drainage, reduce future maintenance, improve water quality and fish habitat. The request is to undertake approximately 90 m of open ditch improvements at lower end and incorporate fish habitat. As well to incorporate past green infrastructure into the Drainage Report.

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Lot 34, Concession 6

Ward or Geographic Township

East Wawanosh

Parcel Roll Number

405058000602100

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name HUSSEY HUSSEY	First Name ERIC MARION	Middle Initial D. R.
-------------------------------	------------------------------	----------------------------

Mailing Address

Unit Number	Street/Road Number 39227	Street/Road Name NATURE CENTRE ROAD	PO Box
City/Town R.R.#1 BELGRAVE	Province ONTARIO	Postal Code N0G1E0	
Telephone Number [REDACTED]	Cell Phone Number (Optional) [REDACTED]	Email Address (Optional) [REDACTED]	

To be completed by recipient municipality:

Notice filed this 9 day of March 20 18

Name of Clerk (Last Name, First Name)

Signature of Clerk

Al, Richard

[Signature]

E. Dale Hussey

Marion R. Hussey Feb. 27/18



Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of North Huron

Re: Scott Municipal Drain

(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ Changing the course of the drainage works;
- ☐ Making a new outlet for the whole or any part of the drainage works;
- ☐ Constructing a tile drain under the bed of the whole or any part of the drainage works;
- ☐ Constructing, reconstructing or extending bridges or culverts;
- ☐ Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;
- ☒ Otherwise improving, extending to an outlet or altering the drainage works;
- ☐ Covering all or part of the drainage works; and/or
- ☐ Consolidating two or more drainage works.

Provide a more specific description of the proposed drain improvement you are requesting:

Landowners have been working with the MVCA since 2005 on a rural storm water management approach on the ~~Scott drain~~ to help address the impacts of climate change and improve drainage, reduce future maintenance, improve water quality and fish habitat. The request is to undertake approximately 90 m of open ditch improvements at lower end and incorporate fish habitat. As well to incorporate past green infrastructure into the Drainage Report.

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description

Lot 35 Conc 7. East Wawanosh

Ward or Geographic Township

East Wawanosh

Parcel Roll Number

4050 58000 700600

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name PLETCH		First Name MELANIE		Middle Initial R
Mailing Address				
Unit Number	Street/Road Number 39298	Street/Road Name NATURE CENTRE RD		PO Box
City/Town BELGRAVE		Province ON		Postal Code N0G 1E0
Telephone Number	Cell Phone Number (Optional)		Email Address (Optional)	

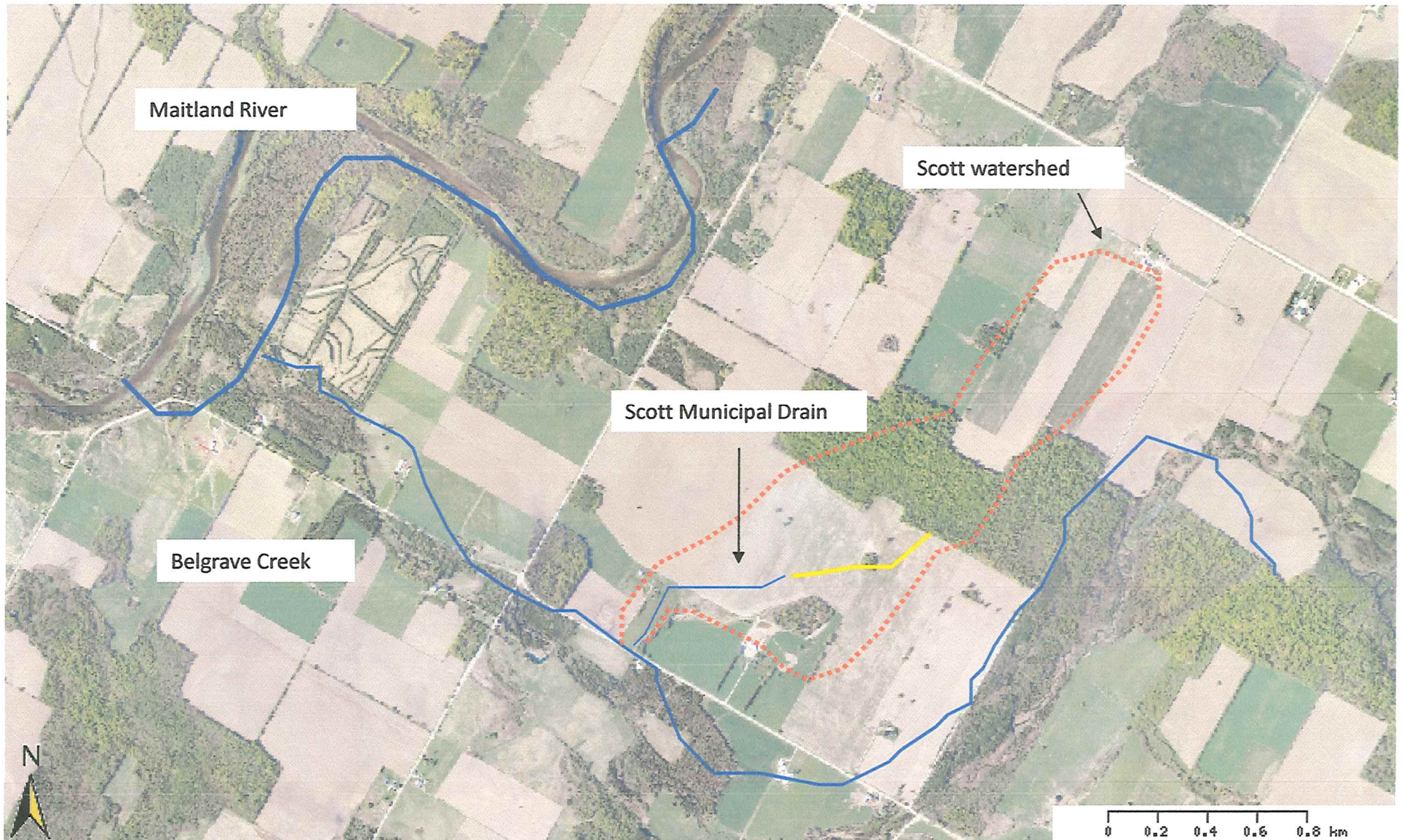
To be completed by recipient municipality:

Notice filed this 9 day of March 20 18

Name of Clerk (Last Name, First Name) Al, Richard	Signature of Clerk 
---	--

Melanie Pletch Feb 27/18





System Approach



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sean McGhee
DATE: 19/03/2018
SUBJECT: Amendments to Waste Management Service Delivery
ATTACHMENTS: Proposed Waste Management Contract, Proposed Schedule

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated March 19, 2018 regarding proposed amendments to the Township of North Huron recycling collection program;

And That, the proposed changes to the delivery of curbside waste and recycling collection be adopted and implemented effective May 1st, 2018.

EXECUTIVE SUMMARY

Last year, a Request for Proposal for the delivery of curbside waste and recycling collection services was released. The RFP required respondents to submit pricing on a number of service level options.

Following a review of the options presented at that time, a contract was awarded for delivery of the existing curbside collection service model. This provides weekly waste and recycling collection for urban properties with bi-weekly waste and recycling collection for all rural residents.

During the 2018 budget deliberations, Council instructed staff to review operations and consider existing service delivery levels in order to identify potential efficiencies. This prompted a review of the waste management contract. During this exercise, a service model that was not previously considered was identified. Specifically, maintaining existing waste collection practices while providing unilateral bi-weekly recycling service to all residents had not been previously considered.

Discussions with the service provider surrounding this approach were undertaken which led to the price and service level proposal being presented through this report. The proposed change represents an overall curbside collection cost reduction of \$18,226.⁰⁴ plus applicable taxes per year over the current service model.

The service provider has agreed to changes in the service delivery and reduction in cost providing that the Contract start and end date be amended to reflect a new start date. The existing contract was from October 1st, 2017 to September 30th, 2020. Under this new arrangement, the contract would run from May 1st, 2018 to April 31st, 2021. Weekly urban curbside waste and bi-weekly recycling collection will commence May 1, 2018, subject to Council's approval.

DISCUSSION

This proposal represents a reduction in recycling collection frequency for the urban centers and will require a change in approach on the part of urban users. Additional recycling bins are available at

the Township Office at a nominal charge for those residents requiring additional storage capacity for recyclable goods. The recycling depot remains in operation at the Wingham Landfill Site.

In order to ensure cost effective delivery of the service, and to maximize the savings available to the Township, the service provider will require the following staggered approach.

Week 1

- Waste & Recycling: Blyth, Hutton Heights, Belgrave, and East Wawanosh
- Waste Only: Wingham

Week 2

- Waste only: Blyth, Hutton Heights, Belgrave, and East Wawanosh
- Waste & Recycling: Wingham

Subject to Council's approval, the schedule will be provided to all residents through a newspaper ad, a mail out, social media and website advertising. A sample of the schedule is appended to this report for Council's review.

FINANCIAL IMPACT

The current curbside collection program has an associated net cost of \$204,402.³⁰ per annum. The operating proposal being presented is priced at \$185,855.⁴⁸ taxes included per year which represents a net reduction in overall municipal operating cost of \$18,546.⁸².

FUTURE CONSIDERATIONS

There are significant changes to the Ontario's Blue Box recycling program being proposed by Stewardship Ontario. The proposed changes will place the responsibility for cost associated with paper products and packaging materials on the producers of those materials. While this will prompt changes in the way municipalities recycle, it is not expected to be fully implemented until 2025.

RELATIONSHIP TO STRATEGIC PLAN

This project relates to **Goal No. 4** of the Strategic Plan in that the administration is fiscally responsible and strives for operational excellence,



Sean McGhee, Director of Public Works



Dwayne Evans, CAO

**THE TOWNSHIP OF NORTH HURON CURBSIDE SOLID WASTE AND
RECYCLABLES COLLECTION AGREEMENT**

THIS AGREEMENT, made in triplicate this ____ day of _____, 20__.

BETWEEN:

THE TOWNSHIP OF NORTH HURON
(Hereinafter called the "Township")

-and-

WASTE MANAGEMENT OF CANADA CORPORATION
(Hereinafter called the "Contractor")

WHEREAS, the Township desires to engage the services of the Contractor for curbside collection of waste and recycling in the Township of North Huron;

WHEREAS the Township has the sole responsibility for the provision of facilities for the purpose of receiving, dumping, and disposing of waste in the Township, including garbage, refuse and domestic wastes;

AND WHEREAS the Township recognizes the need to divert materials from the Township Landfill Site through the reduction, recycling and recovering of waste;

AND WHEREAS Council of the Township approved the Recycling Program for the municipality, which program shall include the collection and marketing of recyclable materials;

AND WHEREAS Council deems it in the public interest to establish a system for the collection of waste and recycling materials;

AND WHEREAS the Township has determined to manage the Township's Waste and Recycling Program by engaging the Contractor to perform the services on the Township's behalf as hereinafter defined;

NOW THEREFORE by this Agreement, in consideration of the mutual covenants herein contained and upon the terms and conditions expressed herein; the parties here to agree with each other, and their respective administrators, successors and assigns, as follows:

AND WHEREAS, this agreement is authorized by Council;

NOW WITNESSETH, that in consideration of these presents and of other good and valuable consideration, the Township and the Contractor agrees as follows:

1. DESCRIPTION OF THE WORKS:

Collection and haulage of the recyclable materials from curbside households, designated downtown business core and designated commercial areas (i.e. churches and schools) to a recycling facility (MRF) for processing/marketing of materials.

Collection and haulage of the waste materials from curbside households and designated downtown business core to a designated disposal site.

2. DEFINITIONS:

For the purpose of this Agreement:

- a) CAPITAL ASSETS shall mean the machinery, vehicles and equipment purchased by the Contractor and required to operate the collection system.
- b) CONTRACT SERVICES shall mean the overall operation of the Township's Program under the general direction and control of the Township. Contract Services shall include but are not limited to:
 - i. The purchase and maintenance of any and all Capital Assets required for the operation of the Program;
 - ii. The collection of household solid waste and recyclable materials;
 - iii. The collection of containerized units in frontload or roll off units
 - iv. The provision of tonnage information or other operating data required by the Township to fulfil its regulated reporting obligations.
- c) "Contract" means the Agreement to do the work entered with the Municipality;
- d) "Contractor" means the Contractor who enters into an Agreement with the Municipality;
- e) "Depot" means public drop off site operated by the municipalities for receiving and bulking Recyclables for transport which may be stand-alone sites or part of larger operations;
- f) "Garbage" means regular household non-recyclable material set out by residents for curbside collection.
- g) "MOECC" means the Ontario Ministry of Environment and Climate Change;
- h) "MRF" or "Material Recovery Facility" means the licensed recycling processing facility where blue box materials are received, sorted and prepared for marketing;
- i) "Recyclables" means materials allowable in the bluebox program and defined by the MRF;
- j) "Signing Officer" means a representative of the Contractor's firm who has the authority to enter into a Contract on behalf of the Proponent;
- k) "Work" means any services provided for monetary compensation by a Contractor under a contract awarded
- l) "Corporation" means Waste Management of Canada Corporation (WM)

3. CONTRACT ADMINISTRATOR

All communication concerning this contract will be directed to the following primary contact:

Director of Public Works
Township of North Huron
519-357-3550

4. DURATION OF CONTRACT

This agreement shall be in full force and effect from May 1, 2018 until April 31, 2021. This agreement may be renewable at the end of the term upon mutual agreement.

5. RECYCLABLE PROCESSING

The Contractor shall assume all responsibility for the processing of materials, marketing, sale and collection of sale revenues. In the event that the MRF is unable or

unwilling to process Recyclables, the Contractor shall immediately locate a satisfactory alternative. Under no circumstances may recyclable materials be landfilled, stockpiled indefinitely or incinerated.

The Contractor shall provide the Municipality with monthly reports on:

- a) the marketed tonnes and revenues by material, and
- b) tonnage of residue, with sufficient detail to allow the Municipality to complete the Waste Diversion Ontario (WDO) Data call. All report information shall be submitted to the Municipality no later than February 14 of the following year.
- c) All weigh scales used in the performance of this contract are to be certified by and maintained in compliance with the Canadian Weights and Measures Act, R.S.C., 1985, c. W-6 and records shall be made available on request.

The Contractor shall share fifty percent (50%) of the revenue from the sale of recyclable materials sold to market based on the Reclay Steward Edge Price Sheet Composite Index. Included in the calculation will be capture rate, residue, and processing costs. Upon mutual agreement, this index may be exchanged for an alternative during the Contract term. MRF residue and capture rates will be noted in each monthly report and credited or debited on each monthly invoice.

6. CONTRACT SECURITY AND DOCUMENTATION REQUIREMENTS

The Contractor shall provide the following documentation to the Municipality on or before the contract start anniversary of each year:

- a) A Certificate of Insurance
- b) A WSIB clearance certificate; and
- c) A copy of a valid Commercial Vehicle Operator's Registration (CVOR).

The contractor shall provide performance security equal to \$20,000, prior to the commencement of the contract and will be made payable to the Township of North Huron.

7. PROVISION OF CONTRACTED SERVICES

- a) The Township engages the Contractor, and the Contractor accepts such engagement, for the furnishing of the Contract Services upon the terms and conditions contained herein, during the term of this Agreement.
- b) The Contractor is required to provide, at their own expense, all and every kind of labour, vehicles, tools, equipment, articles and things necessary for the due execution of the work set out or referred to in the specifications
- c) The Contractor agrees that during the term of this Agreement, they shall perform the Contract Services herein described in such a manner as to maximize the diversion of recyclable materials that would otherwise be directed to the Township's landfill site.
- d) The Contractor shall collect solid waste from Wingham, Hutton Heights, Humphrey Subdivision in Belgrave and Blyth (including 140 commercial units) weekly. East Wawanosh and North Huron residences within Whitechurch and Auburn will be collected every other week. Waste to be deposited at the Township's Landfill site.
- e) The Contractor shall collect bluebox recyclables from Wingham, Hutton Heights, Belgrave, Blyth, East Wawanosh, Whitechurch and Auburn every other week. Recycling to be processed at the proponents MRF in Mount Forest.

8. RECYCLABLE MATERIALS

The following materials shall be considered recyclable materials for purposes of this agreement:

- Corrugated Cardboard (clean flattened not to exceed 36 in. X 36 in.)
- Boxboard (cereal boxes)
- Newspaper and Magazines
- Household Paper, Books
- Milk and Juice containers (Polycoat/Aseptic/Gabletops)
- Aluminium cans
- Metal food and beverage containers
- Plastic Beverage Bottles, Containers (rinsed)
- Tubs & Lids (Yogurt containers)
- Glass Bottles and Jars (rinsed)

Non-program items (residue) shall be under 5% to avoid any additional disposal fees.

Examples of non-acceptable blue box materials are: food waste, foil gift wrap, gift bags, napkins, tissue paper, paper towels, toilet paper, waxy cardboard, laminated papers, candy wrappers, carbon paper, photographic paper, blueprint paper, facial tissue, thermal fax paper, motor oil and pesticide containers, plastic bags, prescription vials/bottles, Food storage container (i.e.Tupperware), planting pots/trays, shrink wrap, toys, plates, laundry baskets, meat trays, hangers, cutlery, pots and pans, aerosol and paint cans, snack/chip bags, medical waste, foam cups & containers (i.e. Styrofoam), etc.

9. MARKETING SUPPORT

- a) The contractor shall share all promotional materials with the customer that The Corporation creates, making minor, localized, changes as needed.
- b) Marketing materials available to the customer include:
 - i. Single stream recycling flyer (customizable)
 - ii. Fact sheets (customizable)
 - iii. Access to Recycle Often Recycling Right website (includes promotional and educational tools)
<http://recycleoftenrecycleright.com/>
 - iv. Stickers system as a way to communicate restrictions and requirements to residents
- c) If there is a need to develop new and significant marketing materials, the contractor will provided a cost upon request.

10. COMPENSATION

- a) The Contractor shall prepare a monthly invoice with a payment term of 30 days.
- b) Compensation to the Contractor for Contract Services performed shall be as listed below for all services plus 13% HST.

Curbside Collection

Year 1: May 1, 2018 to April 30, 2019

Item	Units	Annual Price/Unit	Total Annual Cost	Monthly Cost
Weekly Waste Urban	2106	\$ 48.00	\$ 101,088.00	\$ 8,424.00
Bi-Weekly Recycling Urban	2106	\$ 30.67	\$ 64,581.58	\$ 5,381.80
Bi-Weekly Waste Rural	330	\$ 20.76	\$ 6,850.80	\$ 570.90
Bi-Weekly Recycling Rural	330	\$ 30.67	\$ 10,119.62	\$ 843.30
			\$ 182,640.00	\$ 15,220.00

Year 2: May 1, 2019 to April 30, 2020

Item	Units	Annual Price/Unit	Total Annual Cost	Monthly Cost
Weekly Waste Urban	2106	\$ 48.96	\$ 103,109.76	\$ 8,592.48
Bi-Weekly Recycling Urban	2106	\$ 31.28	\$ 65,873.21	\$ 5,489.43

Bi-Weekly Waste Rural	330	\$ 21.18	\$ 6,987.82	\$ 582.32
Bi-Weekly Recycling Rural	330	\$ 31.28	\$ 10,322.01	\$ 860.17
			\$ 186,292.80	\$ 15,524.40

Year 3: May 1, 2020 to April 30, 2021

Item	Units	Annual Price/Unit	Total Annual Cost	Monthly Cost
Weekly Waste Urban	2106	\$ 49.94	\$ 105,171.96	\$ 8,764.33
Bi-Weekly Recycling Urban	2106	\$ 31.90	\$ 67,190.68	\$ 5,599.22
Bi-Weekly Waste Rural	330	\$ 21.60	\$ 7,127.57	\$ 593.96
Bi-Weekly Recycling Rural	330	\$ 31.90	\$ 10,528.45	\$ 877.37
			\$ 190,018.66	\$ 15,834.89

Containerized Collection

Year 1: May 1, 2018 to April 30, 2019

			Bin Size	Quantity	Unit Cost	Services per week
Location	Commodity	Bin Type				
Wingham Landfill	Recycling	Frontload	4 yard	8	\$ 9.90	2

Year 2: May 1, 2019 to April 30, 2020

			Bin Size	Quantity	Unit Cost	Services per week
Location	Commodity	Bin Type				
Wingham Landfill	Recycling	Frontload	4 yard	8	\$ 10.10	2

Year 3: May 1, 2020 to April 30, 2021

			Bin Size	Quantity	Unit Cost	Services per week
Location	Commodity	Bin Type				
Wingham Landfill	Recycling	Frontload	4 yard	8	\$ 10.30	2

***Supplemental Charges: \$150.00 Delivery, \$80.00 Overage Fee, \$53.00 Contamination Fee, Removal \$150.00*

- c) Additional Services included below are available as needed:
 - i. Temporary Rolloff bins for disaster clean-ups, renovations, etc. is available for \$175 delivery, \$225 for service and \$85 per MT disposal.
 - ii. Disposal charges at our Mount Forest transfer is available for \$85 per metric tonne, indexed each year from the commencement of the contact
 - iii. Provision for Bagster service, inground system (i.e. Molok, Envirowirx, Sutera) service can be provided upon request
 - iv. Hourly rates for vehicle usage for emergency services can be provided upon request
 - v. Provision for diversion materials such as bale wrap, electronics, tires, metal, yardwaste and construction material can be provided upon request

11. ESCALATION

Unit costs will be adjusted annually on the anniversary date of the Contract term starting May 1, 2019. The CPI contract adjustment is 2% for each subsequent year of the contract, including renewals. The annualized costs presented in Clause 10 includes the annual adjustment noted.

12. INSURANCE

Throughout the life of the project, the Contractor will be required to obtain and keep in full force and effect the required insurance policy(s) as follows:

- a) Commercial General Liability Insurance: insuring against damage or injury to persons or property with limits of not less than \$5,000,000.00 per occurrence or such greater amount as the Township may from time to time request or other types of policies appropriate to the work as the Township may reasonably require. In addition, any Sub-Contractors have to be approved by the Township before any work is done and the following insurance and indemnification requirements and clauses apply. The insurance policy shall include as additional insured "The Corporation of the Township of North Huron", contain a cross-liability clause, severability of interests clause endorsement, and contain a clause including Contractual Liability coverage arising out of the contract or agreement;
- b) Automobile Liability Insurance: that complies with all requirements of the current legislation of the Province of Ontario, having an inclusive limit of not less than \$2,000,000.00 per occurrence or such greater amount as the Township may from time to time request, in respect of the use or operation of licensed vehicles owned or leased by the Contractor for the provisions of Services;
- c) Non-Owned Automobile Liability Insurance: in standard form having an inclusive limit of not less than \$2,000,000.00 per occurrence or such greater amount as the Township may from time to time request, in respect of the use or operation of vehicles not owned by the Contractor for the provisions of Services.

13. WORKPLACE SAFETY AND INSURANCE BOARD

- a) A copy of the Contractors Certificate of clearance from the Workplace Safety and Insurance Board must be submitted to the Township. Clearance certificates should be renewed every ninety (90) days throughout the term of the project and will be required prior to payment.
- b) The Contractor shall at all times pay or cause to be paid any assessment required to be paid pursuant to the requirements of the Workplace Safety and Insurance Board Act. Upon failure to do so, the Township may pay such assessment, and shall deduct said expenses from the Contractor's compensation.
- c) The Township may, at any time during the performance of or upon completion of the contract, require a declaration that the assessments required by W.S.I.B. have been paid.

14. HEALTH & SAFETY

- a) The Contractor, upon request, will provide the Township, prior to commencement of work, with a written copy of the Health and Safety Policy for their firm along with Health and Safety procedure(s) relevant to the work to be performed.
- b) The Contractor will be expected to work in accordance with the Occupational Health and Safety Act (re: duties of Constructors and duties of employers) and applicable regulations.

15. MISCELLANEOUS WORK, PROTECTION, ETC

The Contractor shall be responsible and make good for any damage done, by his employees, subcontractors and materials of the work, to the Township's property or materials, and he shall, at his own expense, replace all materials, property and work damaged to such an extent that they cannot be restored to original condition.

16. ACCESSIBILITY REGULATIONS FOR CONTRACTED SERVICES

Contracted employees, third party employees, agents and others that provide customer service on behalf of the Municipality are legally responsible to comply with the

provisions outlined in Section 6 of the Ontario Regulation 429/07, Accessibility Standards for Customer Service, with respect to training. The Contractor shall ensure that such training includes, without limitation, a review of the purpose of the Accessibility for Ontarians with Disabilities Act, 2005, and the requirements of the Regulation, as well as instruction regarding matters set out in Section 6 of the Regulation.

17. TRAFFIC CONTROL AND VEHICLE LOADING

- a) The Contractor shall provide adequate control of traffic while operating on municipal road allowances.
- b) Where a vehicle is hauling material under this contract upon a public highway, and where motor vehicle registration is required for such vehicle, the Contractor shall not cause or permit such vehicle to be loaded beyond the legal limit as specified in the Highway Traffic Act, whether or not such vehicle is registered in the name of the Contractor.

18. PERMITS

The Contractor shall obtain and pay for at his own expense, all licences or permits required by law or statute or regulation made there-under. Pursuant to the Environmental Protection Act Section 27, Environmental Compliance Approvals must be provided for Waste Disposal Sites for processing and transfer facilities used AND Waste Management Systems for Hauling operations.

19. EQUIPMENT

- a) The Contractor will be responsible for maintenance, repairs and all other operating costs of equipment required, including gas, licencing, insurance, storage, washing, etc. The unit(s) to be used for the performance of the services as herein provided must at all times be of the type and capacity as approved by the Council of the Township.
- b) The Contractor shall at all times provide, operate, and fully maintain a sufficient number of vehicles to perform the collection services specified herein. The Township shall have the right to cause the Contractor, at any time after the commencement of the contracted operations, to increase the number of collection units to such number as may be determined by the Township, thereby ensuring adequate performance of the contract.
- c) Units to be used for the performance of the services as herein provided must have fully enclosed, leak-proof bodies of sufficient capacity and unloading the refuse mechanically, mounted on adequate truck chassis, all at the approval of the Township. Spreading of refuse at the Landfill site will not be permitted.
- d) All equipment supplied by the Contractor must be kept clean and neat in appearance at all times. The Contractor shall ensure that all employees, while engaged in the collection services, will at all times maintain a high degree of cleanliness.

20. CHANGES IN SCHEDULE

When a holiday is to be observed by the Contractor, collection shall be accelerated so as to be completed within the calendar week, subject to the approval of the Township Public Works Director.

21. GOVERNING LAWS

The laws of Ontario and Canada shall govern the interpretation of this Agreement.

22. NOTICE

Any notice, demand, acceptance or request given there-under ("Notice") shall be in writing and shall be deemed to be sufficiently given if personally delivered or mailed by registered mail, postage prepaid (at any time other than during a general discontinuance of postal services due to strike, lock-out, or otherwise), addressed to the party to whom it is given, as follows:

- a) In the case of the Township:
The Corporation of the Township of North Huron
C/O Director of Public Works
P.O. Box 90, 274 Josephine Street
Wingham, ON N0G 2W0
- b) In the case of the Contractor:
Waste Management of Canada Corporation
C/O Area Vice President
219 Labrador Drive
Waterloo, ON N2K 4M8

Any notice shall be deemed to have been given to and received by the party to whom it is addressed, if delivered, when delivered and, if mailed, on the forth business day after the mailing thereof. Any party may, by notice given s aforesaid, designate a change of address to which a notice to such party shall be given and any notice to such party shall thereafter be delivered or sent to such address.

23. WAIVER

Both parties agree that any actions of the other party in contravention of the terms of this Agreement shall not be relied upon as a waiver of any terms of this Agreement and no approvals given by any employee of the Township or of the Contractor shall constitute a waiver by the Township or the Contractor, whatever the case may be, of any of the terms of this Agreement unless ratified in writing by the Township and the Contractor.

THE TOWNSHIP OF NORTH HURON

Date

By: _____

Name: Neil Vincent

Title: Reeve

Date

By: _____

Name: Richard Al

Title: Clerk

I/We have authority to bind the corporation.

WASTE MANAGEMENT OF CANADA
CORPORATION

Date

By: _____

Name: Aaron Johnson
Title: Area Vice President

I/We have authority to bind the
corporation

■ - Week

Waste & Recycling: Hutton Heights, Belgrave, Blyth and East Wawanosh
Waste Only: Wingham

■ - Week

Waste Only: Hutton Heights, Belgrave, Blyth and East Wawanosh
Waste & Recycling: Wingham

MAY 2018							JUNE 2018							JULY 2018							AUGUST 2018							SEPTEMBER 2018							OCTOBER 2018						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
		1	2	3	4	5						1	2	1	2	3	4	5	6	7						1			1	2	3	4	5	6							
6	7	8	9	10	11	12	3	4	5	6	7	8	9	8	9	10	11	12	13	14	5	6	7	8	9	10	11	2	3	4	5	6	7	8							
13	14	15	16	17	18	19	10	11	12	13	14	15	16	12	13	14	15	16	17	18	9	10	11	12	13	14	15	9	10	11	12	13	14	15							
20	21	22	23	24	25	26	17	18	19	20	21	22	23	22	23	24	25	26	27	28	19	20	21	22	23	24	25	16	17	18	19	20	21	22							
27	28	29	30	31			24	25	26	27	28	29	30	29	30	31					26	27	28	29	30	31		23	24	25	26	27	28	29							
																											30														

NOVEMBER 2018							DECEMBER 2018							JANUARY 2019							FEBRUARY 2019							MARCH 2019							APRIL 2019						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S							
				1	2	3							1			1	2	3	4	5					1	2				1	2			1	2						
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9	3	4	5	6	7	8	9							
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	10	11	12	13	14	15	16							
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23	17	18	19	20	21	22	23							
25	26	27	28	29	30		23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28			24	25	26	27	28	29	30							
							30	31																				31													



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sean McGhee, Pat Newson, Valerie Watson
DATE: 19/03/2018
SUBJECT: Proposed Clothing Policy Amendments
ATTACHMENTS: Draft Clothing Allowance Policy

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, the Director of Recreation and Facilities and the Manager of Childcare Services dated March 5, 2018 regarding proposed changes to the Township of North Huron clothing allowance policy;

AND FURTHER, THAT the Council of the Township of North Huron hereby adopts the attached clothing allowance policy and replaces Articles 7.0 and 8.0 of Policy C 3.3, Dress, Grooming, and Personal Hygiene of the North Huron Human Resources Policy Manual, with the attached;

AND FURTHER, THAT the attached clothing allowance policy take effect on January 1st, 2018 (retro-active).

EXECUTIVE SUMMARY

The Township of North Huron clothing allowance policy is incorporated into Policy Number C-3.3 (8.0) of the North Huron Resources Policy Manual and reads as follows:

"A clothing allowance of \$130.00 will be paid to all full-time employees in December of each year. Employees who receive safety clothing or a uniform through the Township to perform his/her job will be provided with safety clothing or a uniform up to the value of \$130.00 per annum and will receive the balance remaining of the \$130.00 once the necessary apparel has been purchased. No carry over."

The policy goes on to cite the authority of the department head to permit necessary spending on safety gear or uniforms exceeding the indicated threshold should it be deemed appropriate to do so. In addition to the \$130.00 clothing allowance, the policy permits for up to \$100.00 per annum under Article 7.0, for employees performing tasks requiring the use of safety footwear.

The policy clearly states that should the individual employee not elect to spend the allotted funds, they will receive an annual rebate from the municipality. This resulted in a total of \$3,274.00 rebated back to full-time employees who did not utilize the allowance last year.

A team consisting of Pat Newson, Director of Recreation and Facilities, Valerie Watson, Manager of Child Care Services, and Sean McGhee, Director of Public Works met to review the existing policy. The team understands it was Council's direction to ensure that existing municipal funds allocated for clothing allowance would be spent on safety clothing and uniforms. There would no longer be payouts to employees in December of each year who spend less than \$130.00 on safety clothing and/or uniforms.

DISCUSSION

Under the Occupational Health and Safety Act, the Township is required to "*take every precaution reasonable in the circumstances*" to protect employees. The Township's obligation under this Act is to ensure employees are wearing appropriate safety apparel during the performance of their work. In addition to requiring employees to wear appropriate safety apparel as part of their job description, the Township supports its obligations under the Occupational Health and Safety Act by providing a financial contribution to employees towards the purchase of safety work wear through the clothing allowance policy.

The proposed policy was developed to focus on employee safety as well as uniforms, and as such, was developed under the following headings:

- Personal Protective Equipment (PPE)
- Safety Work wear associated with Occupational Health and Safety;
- Uniforms or branded products required for identification of employees;
- Personal clothing;
- Footwear.

The proposed policy applies a fixed cost to the purchase of footwear and increases the limit for footwear available to qualifying personnel from \$100 to \$125. The footwear allowance was increased based on increases in market pricing for safety footwear since the current policy, dated 2009, was developed.

Beyond this, all purchasing thresholds would continue to be established by the Department Head, based on regulatory obligation, operational need, or corporate vision. This is consistent with the existing policy in that C-3.3 gives authority to the Department Head to approve purchases above the indicated allowance when warranted. The proposed policy also grants the CAO the authority to allow clothing purchases for extenuating circumstances. Extenuating circumstances beyond the scope of the policy may arise and the CAO can ensure such circumstances are treated fairly and consistently across all departments.

FINANCIAL IMPACT

The proposed policy represents a reduction of overall municipal operating budget of \$1,200.⁰⁰ in year one of implementation with calculated savings of \$2,950.⁰⁰ in the second year. These savings are based on changes in footwear and personal clothing policy alone.

Safety apparel and uniform costs typically exceed the \$130.⁰⁰ per person identified in the existing policy and fluctuate from year to year based on operational need. These expenses would continue to be budgeted and managed through the Department Heads under the authority of the Policy. It is expected that these costs will remain consistent with previous years.

FUTURE CONSIDERATIONS

The policy, if approved would be subject to future review and amendments, pursuant to changes in Regulation, and as deemed appropriate by Council from time to time.

RELATIONSHIP TO STRATEGIC PLAN

This project relates to **Goal No. 4** of the Strategic Plan in that the administration is fiscally responsible and strives for operational excellence,



Sean McGhee, Director of Public Works



Dwayne Evans, CAO

Section: Terms and Rules of Employment	Policy Number: C-3.3(7.0)
Sub-section: Standards of Conduct	Effective Date: January 2018
Subject: Clothing Policy	Revision Date: January 2018

Clothing Policy

Purpose

This policy is established to outline and identify clothing the policy for full and part time employees of the Township of North Huron. Clothing allotments are provided under authority of this policy and are administered through the Department Head or designate as may apply. Any provision of clothing under this policy has no cash value to the employee and is not time cumulative.

This policy will address five areas pertaining to employee clothing. These areas are as follows:

- a) Personal Protective Equipment (PPE)
- b) Safety Work wear associated with Occupational Health and Safety;
- c) Uniforms or branded products required for identification of employees;
- d) Personal clothing;
- e) Footwear.

It is the responsibility of the Department Head to determine which of the areas identified above apply to a specific employee, task, or job description.

In the event that an individuals' employment with the Township ceases during their probationary period, all uniforms, safety clothing, and footwear will be surrendered, and costs associated with non-reusable gear will be deducted from the final pay.

a) Personal Protective Equipment

Equipment required under the Occupation Health and Safety Act and all applicable regulations. This includes:

- Hardhats / Helmets / head protection
- Glove,
- Fall protection equipment,
- Hearing protection,
- Eye protection,
- Respiratory protection,
- Splash protection,
- Other specialized equipment as may be required.

All PPE purchased will remain the property of the Township of North Huron. Equipment assigned to an employee will be the responsibility of that employee during their employment and will be surrendered upon leaving the employ of the Township. PPE will be replaced at the discretion of the department head or designate.

All equipment shall comply with most recent and applicable regulatory requirements.

PPE is purchased with the authorization of the department head or their designate.

Section: Terms and Rules of Employment	Policy Number: C-3.3(7.0)
Sub-section: Standards of Conduct	Effective Date: January 2018
Subject: Clothing Policy	Revision Date: January 2018

b) Safety Work Wear

Employees who are exposed to traffic hazards, construction environments, or perform duties in proximity to heavy equipment have a requirement under the Occupational Health and Safety Act to wear high visibility clothing. Use of this safety work wear is a condition of employment with the Township of North Huron. All materials are to be purchased through the Department Head or designate to establish consistency in quality and to ensure conformance with regulatory requirements.

High Visibility Safety Clothing available will include:

- Winter Jacket,
- Rain apparel,
- Sweatshirt,
- Tee-shirt,
- High Visibility Vest.

This clothing will become the responsibility of the employee, while employed by the Township. Replacement of safety clothing is at the discretion of the Department Head as warranted by regulatory compliance, fair wear and tear, and extenuating circumstances.

It is the employees' responsibility to maintain the Safety Work Wear in such a manner as to preserve its integrity and appearance. Replacement of items damaged through neglect or misuse are the responsibility of the employee.

Replacement items are returned to the Township of North Huron for disposal. Upon leaving the employment of the Township of North Huron, safety work wear will be returned to the Township for repurposing or disposal.

c) Uniforms

Uniforms and branded clothing may be utilized to promote ease of identification of Township of North Huron employees during the execution of their work. The Department Head may consider the use of uniforms particularly when the employees are interspersed among the general public while performing their duties or are not working in close proximity to typical North Huron work spaces.

At the discretion of the department head, an employee may be required to wear a uniform during the performance of their duties. The wearing of a uniform may be deemed by the employer, as a condition of employment as the employee is acting as an agent or representative of the Township during the performance of their duties.

Uniforms or branded clothing will not be provided by the employer should it be determined that it is not required for any particular position.

The Department Head or designate will determine the type and nature of the uniforms to be purchased, and quantity of items required to suit the needs of the position. All materials are to be purchased

Section: Terms and Rules of Employment	Policy Number: C-3.3(7.0)
Sub-section: Standards of Conduct	Effective Date: January 2018
Subject: Clothing Policy	Revision Date: January 2018

through the Department Head or designate to establish consistency in quality and to ensure conformance with branding requirements.

Uniforms will be assigned to the employee for the duration of their employment and will be surrendered to the Department Head should their employment with the Township of North Huron cease.

It is the employees' responsibility to maintain uniforms in such a manner as to preserve their integrity and appearance. Replacement of items damaged through neglect or misuse are the responsibility of the employee.

Replacement items are returned to the Township of North Huron for disposal or repurposing. They are not kept by the employee.

Uniforms and Safety Clothing are not to be worn by employees while on personal time, with the exception of travel to and from work, or during breaks. Employees shall conduct themselves in a manner consistent with the Code of Conduct found in the Human Resources Policy at all times while wearing North Huron branded apparel and uniforms.

d) Personal Clothing

A dress code for employment in all departments is established by the Department Head. For Office and administrative personnel, the dress code is business casual and unless otherwise indicated, is a (C3.3) requirement. The Township of North Huron does not provide for the purchase of appropriate work apparel.

In order to protect the employees personal clothing from damage, coveralls, overalls, lab coats, smocks, or aprons will be provided by the Department Head for use by employees. These items remain the property of the Township of North Huron and will be stored on Township property.

f) Footwear

Where required under the Occupational Health and Safety Act, reimbursement for the purchase of safety footwear will be provided to employees to a maximum of \$150.⁰⁰ per annum. This rate applies to permanent, full time employees. Part-time and seasonal employees are eligible for reimbursement for the purchase of safety footwear to a maximum of \$150.00 biennially. In all instances, reimbursement is subject to provision of a sales receipt.

e) Extenuating Circumstance

Procurement of clothing and apparel not addressed by this policy will require authorization of the Chief Administrative Officer.

RECEIVED

MAR 15 2018

TOWNSHIP OF NORTH HURON



**PUBLIC MEETING CONCERNING A PROPOSED
ZONING BY-LAW AMENDMENT
AFFECTING THE MUNICIPALITY OF MORRIS-TURNBERRY**

TAKE NOTICE that Council of the Municipality of Morris-Turnberry will hold a public meeting on **Tuesday, April 3rd, 2018 at 7:30 p.m.** in the Council Chambers of the Municipality of Morris-Turnberry municipal office, 41342 Morris Road, Brussels to consider a proposed Zoning By-law Amendment under Section 34 of the Planning Act, R.S.O. 1990, as amended. The amendment affects the Morris-Turnberry Zoning By-law.

BE ADVISED that the Council of the Corporation of the Municipality of Morris-Turnberry considered this application to be complete on March 7, 2018.

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 Municipality of Morris-Turnberry before the by-law is passed, the person or public body is not entitled to appeal the decision of the Municipality of Morris-Turnberry 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 Municipality of Morris-Turnberry 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 do so.

IF you wish to be notified of the decision of the Municipality of Morris-Turnberry on the proposed zoning by-law amendment, you must make a written request to the Municipality of Morris-Turnberry at the address listed below.

ADDITIONAL INFORMATION relating to the proposed by-law amendment is available for inspection during regular office hours at the Municipality of Morris-Turnberry, Municipal Office, 41342 Morris Road, Brussels (519-887-6137) and the Huron County Planning and Development Department, 57 Napier Street, 2nd floor, Goderich (519-524-8394 ext. 3).

Dated at the Municipality of Morris-Turnberry this 12th day of March, 2018.



Nancy Mischie, Administrator Clerk-Treasurer
Municipality of Morris-Turnberry,
PO Box 310, 41342 Morris Road,
Brussels, ON N0G 1H0
(519)-887-6137

PURPOSE AND EFFECT

This application proposes to rezone Plan 162 Pt Lot 71 (30 McCrea St) from CF (Community Facility) to VR2-1 (Village Residential- Medium Density- Special Provisions). The rezoning is to allow for a multiple attached dwelling (up to 6 dwelling units) to be constructed and to recognize reduced property frontage of 18.5m (61 ft). The subject property is approximately 0.5 ha (1.3 acres) in size. The property is subject to site plan control.

**THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
DRAFT BY-LAW - 2018**

WHEREAS the Municipal Council of the Corporation of the Municipality of Morris-Turnberry considers it advisable to amend Morris-Turnberry Zoning By-law 45-2014, as amended, of the Corporation of the Municipality of Morris-Turnberry; and

NOW THEREFORE the Council of the Corporation of the Municipality of Morris-Turnberry
ENACTS as follows:

1. This by-law shall apply to Plan 162 Pt Lot 71 (Morris), in the Municipality of Morris-Turnberry and is comprised of Schedules 1-3.
2. By-law 45-2014 is hereby amended by changing from CF (Community Facility) to VR2-1 (Village Residential- Medium Density- Special Provisions). The zone symbol of the lands identified as 'zone change to VR2-1' on the attached Schedule 3.
3. Section 15.7 of By-law 45-2014 is hereby amended by the addition of the following:

15.7.1 VR2-1

Notwithstanding the provisions of Section 15.1 and 15.2 to the contrary, a multiple attached dwelling (to a maximum of six units) is also permitted on the lands VR2-1. Notwithstanding the provisions of Section 15.3 and 14.4 the frontage of the lands zoned VR1-2 is recognized to be 18.5m. All other provisions shall apply.

4. Key Map – Belgrave (Morris), By-law 45-2014 is hereby amended as shown on the attached Schedule 3 of this by-law.
5. All other provisions of By-law 45-2014 shall apply.
6. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

READ A FIRST TIME ON THE
READ A SECOND TIME ON THE
READ A THIRD TIME AND PASSED THIS

DAY OF _____, 2018.
DAY OF _____, 2018.
DAY OF _____, 2018.

Paul Gowing, Mayor

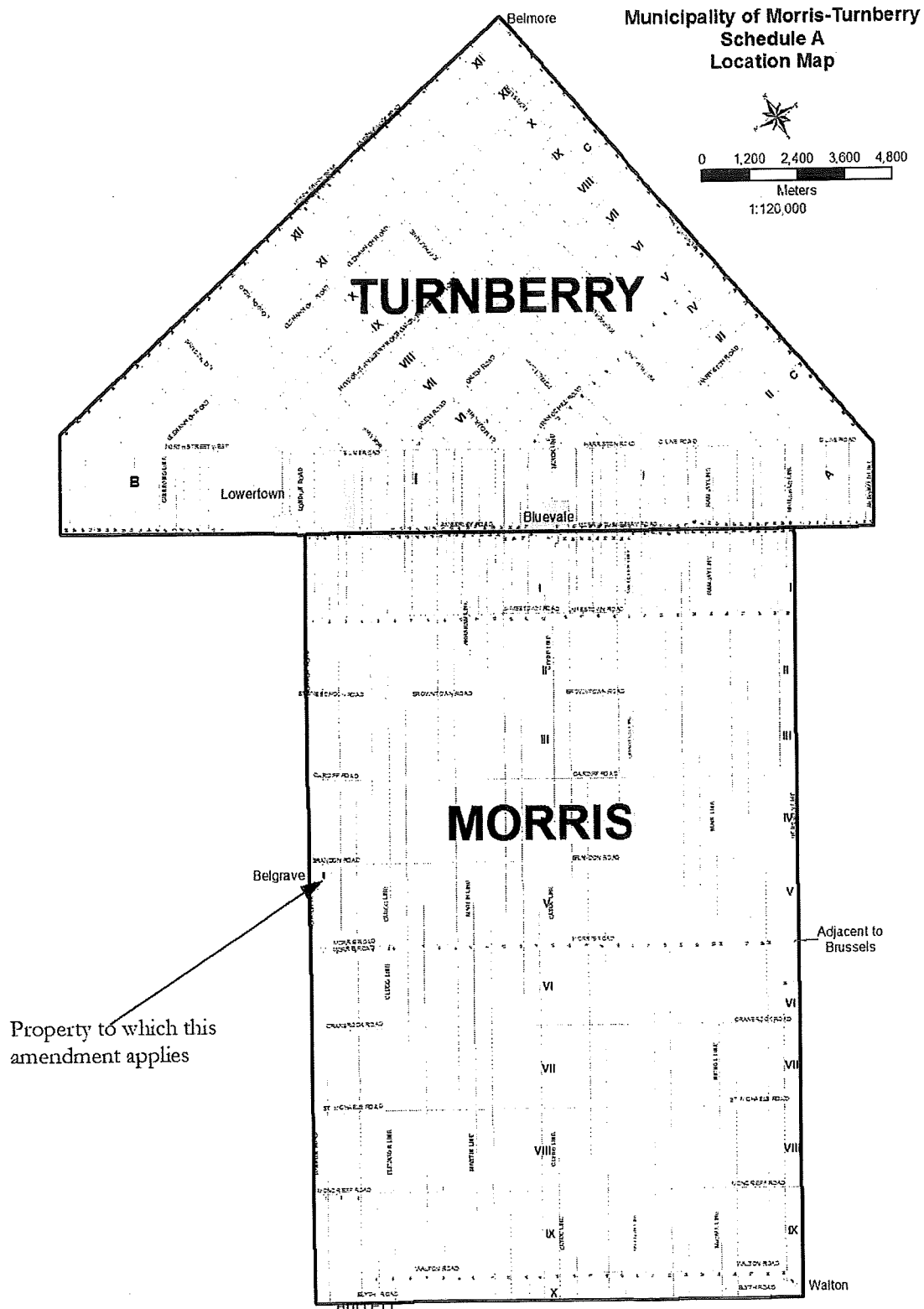
Nancy Michie, Administrator Clerk-Treasurer

**SCHEDULE 1
CORPORATION OF THE MUNICIPALITY OF
MORRIS-TURNBERRY
DRAFT BY-LAW - 2018**

By-law - 2018 has the following purpose and effect:

1. This application proposes to rezone Plan 162 Pt Lot 71 (30 McCrea St) from CF (Community Facility) to VR2-1 (Village Residential- Medium Density- Special Provisions). The rezoning is to allow for a multiple attached dwelling (up to 6 dwelling units) to be constructed and to recognize reduced property frontage of 18.5m (61 ft). The subject property is approximately 0.5 ha (1.3 acres) in size. The property is subject to site plan control.
2. This by-law amends the Municipality of Morris-Turnberry Zoning By-law 45-2014. All other zone provisions apply.
3. The location map and key map showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2 and Schedule 3.

SCHEDULE 2
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
DRAFT BY-LAW - 2018




SCHEDULE 3
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
DRAFT BY-LAW - 2018

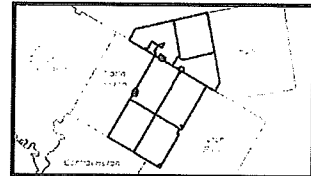
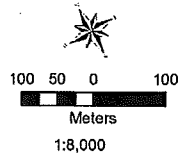
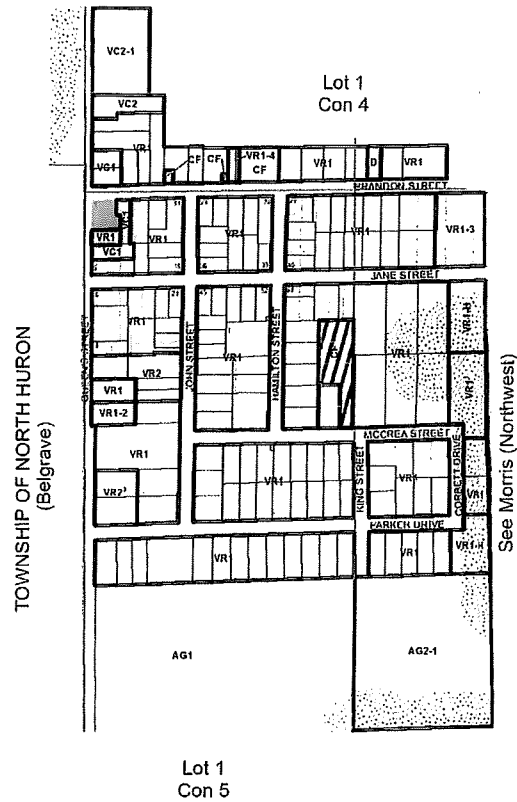
Amendments
 1 Amended by By-law 47-2015
 2 Amended by By-law 95-2017

Municipality of Morris-Turnberry
Schedule A

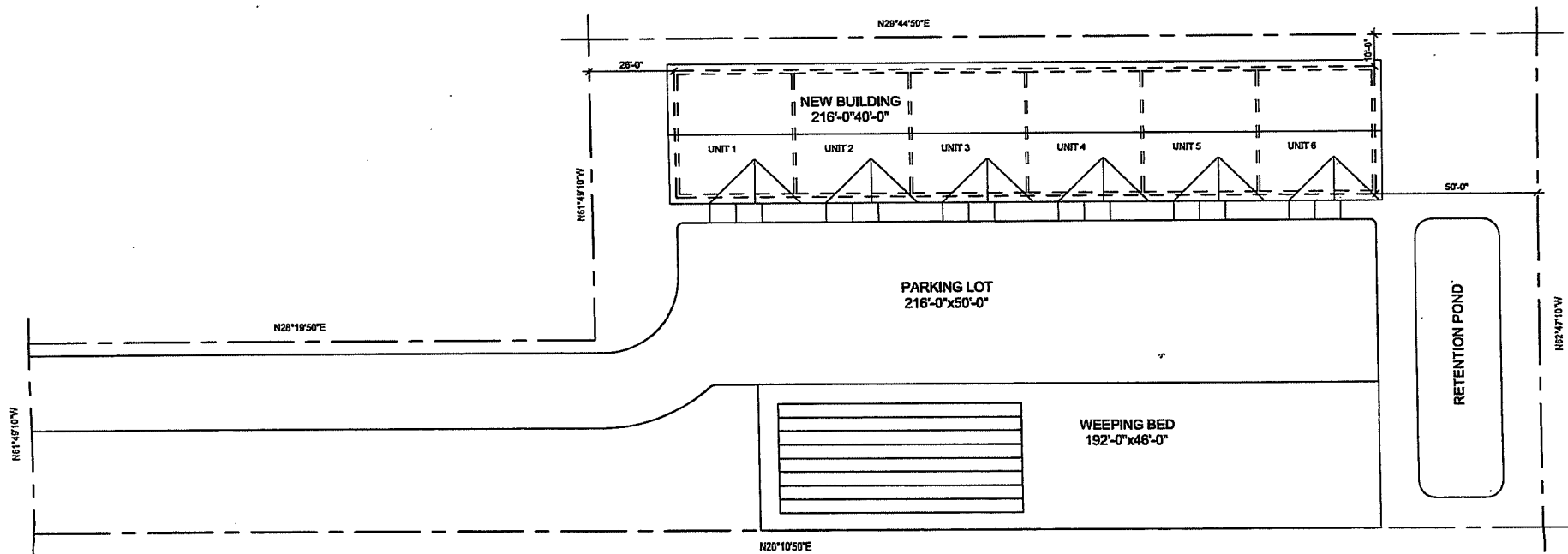
Key Map - Belgrave

REVISION DATE March 09, 2018

 Area to be amended from CF (Community Facility)
 to VR2-1 (Village Residential - Medium Density Special)

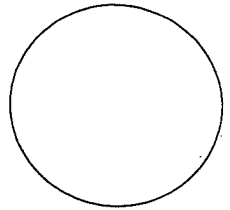


FOR INFORMATION PURPOSES - ONLY



1 SITE PLAN
SI SCALE: 1/32" = 1'-0"

ENGINEER STAMP



REV	BY	DATE	DESCRIPTION
0	AVR	2018-03-02	ISSUED FOR REVIEW

WADDELL
ENGINEERING LTD.
119 PINEBUSH RD, UNIT C
CAMBRIDGE, ON
N1R 7J8
www.waddelleng.com
Phone: 519-207-6789
Fax: 1-866-308-8659
info@waddelleng.com

CLIENT: _____
DRAWING TITLE: _____
Site Plan

PROJECT: _____
DRAWN BY: AVR
DATE: 2018-03-02
SCALE: As Noted

PROJECT NO: _____
SHEET NO: 51

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

BY-LAW NO. 16-2018

Being a By-law to delegate certain authorities to the Chief Administrative Officer for the Period
of July 27, 2018 to December 4, 2018 (Lame Duck Period)

WHEREAS Section 275 of the Municipal Act, 2001, c. 25 as amended, restricts certain actions that a Council may take after Nomination Day (July 27, 2018) and after Voting Day (October 22, 2018) in the event that it is determined by the Municipal Clerk with certainty that less than 75% of the current members of Council will be returning to sit on the new Council;

AND WHEREAS Section 275 (3) of the Municipal Act, 2001, c. 25 restricts Council from taking action on the following:

- a) The appointment or removal from office of any officer of the municipality;
- b) The hiring or dismissal of any employee of the municipality;
- c) The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal; and
- d) Making any expenditure or incurring any other liability which exceeds \$50,000;

AND WHEREAS Section 275 (6) of the Municipal Act, 2001, c. 25 states that nothing in this section prevents any person or body exercising any authority of a municipality that is delegated to the person or body prior to nomination day for the election of the new council;

AND WHEREAS Council deems it expedient to delegate certain authorities to the Chief Administrative Officer to take action, where necessary, during the period of July 27, 2018 to December 4, 2018 should a 'Lame Duck' Council exist;

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

1. THAT, the Council of the Corporation of the Township of North Huron delegates authority to the Chief Administrative Officer to take action, where necessary on restrictions listed in Section 275 (3) of the Municipal Act, 2001 between July 27, 2018 and December 4, 2018.
2. THAT, the Chief Administrative Officer will report to Council on any actions taken under the restrictions listed in Section 275 (3) of the Municipal Act, 2001 between Nomination Day and the commencement of the Council Term.
3. THAT, contingent on it being determined by the Clerk, that the Council of the Township of North Huron is subject to the restricted acts provision / is in a 'Lame Duck' position, this by-law shall then come into force on July 27, 2018.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 17-2018

Being a by-law respecting the issuing of Licences
within the Township of North Huron

WHEREAS the Council of the Township of North Huron has the authority to enact a By-law respecting the issuing of licences pursuant to the Municipal Act, S.O. 2001, c. 25, Section 150, as amended;

AND WHEREAS the Council of the Township of North Huron deems it desirable to enact a By-law providing for the regulation, control and licensing of certain trades, businesses, or occupations carried on in the municipality;

AND WHEREAS the Council of the Township of North Huron deems it necessary to establish penalties for those convicted of an offence under any provision of this By-law or any Schedule to this By-law;

AND WHEREAS a copy of a Judge's approved set fine schedule will be attached as a Schedule to this By-law;

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

1. DEFINITIONS

In this Part:

- (a) "Agricultural Farmers Market" means a venue for locally grown and/or manufactured agricultural products, including but not limited to, foodstuffs, handicrafts, artwork or locally generated services.
- (b) "Applicant" means any Person whose name appears as the applicant on any Licence application form received by the municipality.
- (c) "Business Improvement Area" means the geographic area designated by by-law for the improvement area.
- (d) "By-law" means this By-law and any amendments thereto including all Schedules forming any part of this By-law and any amendments thereto.
- (e) "Clerk" means the Clerk of the Township of North Huron or his or her designate.
- (f) "Certificate of Insurance" means a certified copy of a policy of insurance in the form of a certificate issued by a company authorized to carry on the business of insurance in the Province of Ontario.
- (g) "Community Event" means a community event in which the event profits and proceeds will be donated to a bonafide local charity, not-for-profit organization, local service club or in which proceeds will be used for the purpose of community betterment and the event has been declared by the Township of North Huron as a Municipally Significant Event.
- (h) "Council" means the Council of the Township of North Huron.
- (i) "Event" means a festival, sporting event, concert, show, market, or other similar special events, not considered to be Community Events, which take place over the duration of up to 3 consecutive days.

- (j) “Hawker” or “Peddler” includes:
 - (i) any person who goes from place to place, or to a particular place, with goods, wares or merchandise for sale, or who carries and displays samples, patterns or specimens of any goods, wares or merchandise for which orders are taken and that are to be delivered in the municipality afterwards, and
 - (ii) any retailer which has an employee or agent who goes from place to place or to a particular place with goods, wares or merchandise for sale, or who carries and displays samples, patterns or specimens of any goods, wares or merchandise for which orders are taken and that are to be delivered in the municipality afterwards;
- (k) “Highway” includes a common or public Highway, street, road, avenue, parkway, driveway, square, place, bridge, viaduct or trestle, any part of which is intended for or used by the general public for the passage of vehicles and includes the area between the lateral property lines thereof.
- (l) “Inspector” means any municipal employee or other person authorized by the municipality to carry out inspections under and to enforce the provisions of this By-law.
- (m) “Licence” means the official document issued by the municipality under the provisions of this By-law bearing the signature of the Clerk authorizing a Person to conduct, operate or carry on any of the trades, businesses or occupations listing in Schedule “A” to this By-law
- (n) “Licensee” means any Person licensed under this By-law.
- (o) “Local retailer” shall mean any individual or business which provides for the selling or offering for sale of goods or services at a building or structure located within the Township of North Huron which is subject to commercial property tax in the Township of North Huron.
- (p) “Municipality” means the Township of North Huron
- (q) “Operator” means the Applicant named on a Multi-Vendor licence.
- (r) “Person” includes a corporation, organization, association and a partnership and the heirs, executors, administrators and other legal representatives of a person to whom the context can apply according to law.
- (s) “Schedule” means all regulations attached to and forming part of this By-law including amendments thereto.
- (t) “Sign” means any surface, structure and other component parts, which are used or capable of being used as visual medium to attract attention to a specific subject matter for identification, information or advertising purposes and includes an advertising device or notice.

2. LICENCES REQUIRED

- (a) No person shall carry on any of the following trades, businesses or occupations in the Township of North Huron as set out in Schedules “A” and “B” to this By-law, without a licence to do so issued by the municipality:
 - (i) Food Vehicle including but not limited to a Chip Wagon, Mobile Barbecue Facility, Refreshment Vehicle, Refrigerated Bicycle Cart; and
 - (ii) Transient Trader
- (b) No licence issued under this By-law shall be valid unless all applicable fees, as set out in the Township of North Huron Consolidated Fees and Charges By-law are paid in full.

3. EXEMPTIONS

No Person qualified below shall be required to pay a licence fee. However, they must obtain a licence in accordance with Section 4 of this By-law:

- (a) If the goods, wares, merchandise or produce are being sold on behalf of a non-profit or charitable organization;
- (b) If the goods, wares, merchandise or produce are sold by a local retailer, or by his or her employee, or by his or her agent.

4. APPLICATION FOR LICENCE

- (a) No licence shall be issued to any Applicant under the age of 18 years without the written consent of the parent or guardian.
- (b) Every application for a licence under this By-law shall be made in writing using the prescribed form and shall be accompanied by the applicable licence fee, proof of insurance as set out in Section 7 of this By-law, all applicable items as set out in the various Schedules of this By-law, and proof of age if requested by the Clerk

5. LICENCE FEE

The licensing fee schedule shall be as established in Schedule “O” of the North Huron Consolidated Fees and Charges By-law as amended or superseded from time to time.

6. LICENCE EXPIRY

- (a) Day licence: every licence issued under this By-law, unless the same shall be revoked in accordance with Section 17 hereof, shall only be in effect for the day or days for which the licence has been issued and a new licence shall be required for each additional day(s) thereafter.
- (b) Annual licence: every licence issued under this By-law, unless the same shall be revoked in accordance with Section 17 hereof, shall only be in effect for the calendar year in which it is issued and shall expire on the 31st day of December next following the date of issue and a new licence shall be required for each calendar year thereafter.
- (c) Multi-vendor licence: every licence issued under this By-law, unless the same shall be revoked in accordance with Section 17 hereof, shall only be in effect for any one single event, for the duration of said event. Subsequent events shall be required to follow the application for licence process as set out in Section 4 of this By-law.

7. PROOF OF INSURANCE

Every licensee shall keep in force and effect during the term of the licence, general liability insurance in connection with the trade, business or occupation licensed in the minimum amount of \$2,000,000.00 and proof of such insurance naming the Township of North Huron as additionally insured, shall be provided to the Clerk or an Inspector in the form of a Certificate of Insurance, prior to a licence being issued.

8. PARTNERSHIPS

Where two or more persons carry on or engage in partnership in any of the trades, businesses or occupations set forth in any of the Schedules forming part of this By-law, the licence may be issued in the name of one partner only, but when the application for licence is made, the name and address of each member of the partnership shall be set out therein and all such partners shall be jointly and severally liable for compliance with the terms of the licence and this By-law.

9. ISSUE OF LICENCE

Every licence issued in accordance with this By-law shall be issued in the name of the municipality by the Clerk.

10. MULTI-VENDOR LICENCE

- (a) The operator may obtain one licence to cover all vendors at the following events:
 - (i) Antique/Collectible Show: Shall include the exhibiting or offering for sale, on a temporary basis, at one location, antique or collectible goods, wares or merchandise.
 - (ii) Craft Show: Shall include the exhibiting or offering for sale, on a temporary basis, at one location by craftspeople, goods, wares or merchandise which they themselves have produced.
 - (iii) Trade Show: Shall include the exhibiting or offering for sale, on a temporary basis, at one location by several manufacturers or distributors, goods, wares or merchandise which they themselves have produced or manufactured or are distributing on behalf of the producer or manufacturer.
 - (iv) Agricultural Farmers Market: Shall include the exhibiting or offering for sale, on a temporary basis, at one location, produce, baked goods and other goods, wares or merchandise.
 - (v) Special Event: Shall include such examples as festivals, sporting events, concerts or other similar community events taking place at which various Food Vehicles and/or Transient Traders may, on a temporary basis, at one location, offer for sale items pursuant to this By-law and any Schedules attached hereto.
- (b) It shall be the responsibility of the operator to ensure that all provisions as set out in this By-law and any Schedules attached hereto, have been followed and any applicable requirements met.
- (c) The operator shall provide proof of insurance as set out in Section 7, to the Clerk or Inspector, for all vendors covered under a multi-vendor licence.
- (d) The operator shall provide proof of permission to operate from the property owner, obtain zoning clearance and ensure that all relevant inspections and approvals have been obtained including those from building official, fire and health. All applicable inspections and approvals shall be obtained at the operators own expense.

11. LICENCE NOT TRANSFERABLE

Every licence issued under this By-law shall be personal to the holder thereof and shall not be transferable or assignable from Person to Person or location to location and no licensee shall advertise or promote or carry on business under any name other than the name endorsed upon the licence issued to the licensee.

12. DISPLAY OF LICENCE

- (a) Every Person issued a licence under this By-law, where such licence is applicable to a particular premises, shall ensure that said licence is posted on the premises in a conspicuous location clearly visible to the public at all times while the licence is in effect.
- (b) Every Person issued a licence under this By-law, where such licence is not applicable to a particular premises, shall ensure that the licence is in the licensee's possession at all times while engaged in business for which the licence was issued and such Person shall produce such licence upon request of the Clerk or an Inspector.

13. COMPLIANCE WITH OTHER LAWS REQUIRED

The issuance of a licence under this By-law does not permit or condone the violation of any other law, statute or other regulation in effect in the Township of North Huron, the Province of Ontario or the Dominion of Canada.

14. GROUNDS FOR REFUSAL TO ISSUE OR RENEW A LICENCE

The Clerk may refuse to issue or renew a licence where:

- (a) The fees due in respect to such licence have not been paid in full;
- (b) The application or any documents requisite to the licence being issued have not been completed or have been completed incorrectly or have not been provided to the Clerk; or
- (c) The Applicant or licensee is carrying on an activity that is, or will be, if the Applicant is licensed, in contravention of the By-law or any other law, statute or other regulation;
- (d) The grounds set out in Section 151 (4) of the *Municipal Act, S.O. 2001, c. 25*, as amended, are applicable, in the opinion of Council; or
- (e) The Applicant or licensee has ever been convicted of an offence under any provisions of this By-law

The Clerk shall provide in writing the particulars for refusing to issue or renewing a licence and information regarding the Appeal Process as outlined in Section 20 of this By-law.

15. REFUND OF FEE ON REFUSAL TO ISSUE OR RENEW A LICENCE

When the Clerk refuses to issue or renew a licence, the licence fee paid for such issuance or renewal shall be full refunded.

16. ISSUANCE OR RENEWAL OF LICENCE ON TERMS AND CONDITIONS

Notwithstanding any other provision of this By-law, the Clerk may issue a licence or renew a licence subject to such terms and conditions as in the opinion and discretion of the Clerk are necessary or appropriate to give effect to this By-law.

17. THE CLERK'S POWER TO REVOKE, SUSPEND OR CANCEL A LICENCE

The Clerk may revoke, suspend or cancel a licence:

- (a) Where the licensee would be disentitled to a licence for any of the reasons set out in Section 14 of this By-law;
- (b) When the licensee is convicted of an offence under any provision of this By-law; or
- (c) Where the licensee is not in compliance with any of the provisions of this By-law.

18. REFUND OF FEE ON REVOCATION OF LICENCE

When a licence is revoked, suspended or cancelled under Section 17 of this By-law, the licensee is entitled to a refund of that part of the licence fee which is proportionate to the unexpired part of the term for which the licence was issued.

19. REVOKED, SUSPENDED OR CANCELLED LICENCES TO BE RETURNED

- (a) When a licence has been revoked, suspended or cancelled, the holder of the licence shall return the licence to the Clerk by the next business day following receipt of the written notice of the decision of the Clerk.

- (b) When a licensee has had his or her licence revoked, suspended or cancelled, the licensee shall not refuse to return the licence or shall not in any way obstruct or hinder the Clerk or an Inspector from obtaining the licence.

20. APPEAL PROCESS

- (a) The Clerk shall provide in writing to the Applicant or licensee the particulars for refusing to issue, refusing to renew a licence or revoking, suspending or cancelling a licence including information regarding the Appeal Process as outlined in Section 20 to this By-law.
- (b) When an Applicant or licensee is not entitled to a licence as set out in Sections 14 and 17 of this By-law, the Applicant or licensee may appeal this decision and request a hearing to the Council of the Township of North Huron, within 14 days of the decision.
- (c) Upon receipt of a written request from an Applicant or licensee for a hearing, the Clerk shall provide the Applicant or licensee with written notice of the date, time and location of the hearing and such notice shall be provided at least twenty days prior to such hearing.
- (d) The provisions of the Statutory Power and Procedures Act, R.S.O. 1990, Chapter S.22, or any successor thereof, shall apply to all hearings conducted by Council under this By-law.
- (e) If the Applicant or licensee who has been sent notice of the hearing does not appear at the appointed time and place of the hearing, Council may proceed with the hearing in the absence of the Applicant or licensee.
- (f) Council may uphold or vary the recommendation of the Clerk or do any act or make any decision and the Applicant or licensee shall not be entitled to any further hearing on the matter before Council and the decision of Council shall be final.
- (g) The Council of the Township of North Huron may, by Resolution, delegate the holding of the aforesaid hearing, to a Committee of Council.

21. INSPECTIONS

- (a) No Person who has or is required to have a licence under this By-law shall obstruct or hinder or permit the obstruction or hinderance of any inspection under this By-law.
- (b) The Clerk or an Inspector may at any reasonable time enter upon and inspect any premises in respect of which an application has been made for a licence or for which a licence has been issued under this By-law.

22. SIGNS

Any Applicant or licensee shall ensure that signs comply with any applicable provisions as set out in the Township of North Huron Sign By-law and if applicable the County of Huron Sign By-law.

23. SPECIFIC PROVISIONS SET OUT IN SCHEDULES

In addition to the provisions of this By-law, every holder of a licence shall comply with the specific provisions and regulations set out in the Schedules attached hereto and forming part of this By-law, as the same may be amended from time to time, which are applicable to the trade, business or occupation being conducted, operated or carried on by the licensee pursuant to the licence.

24. OFFENCE

Every Person who contravenes any provision of this By-law or any Schedule of this By-law is guilty of an offence.

25. PENALTIES

Every Person who is convicted of an offence under any provision of this By-law or any Schedule to this By-law shall be liable to a penalty as set out in Section 61 of the *Provincial Offences Act, R.S.O. 1990, Chapter P.33* or any successor thereof.

26. ULTRA VIRES

It is hereby declared that notwithstanding that any section of this By-law, or parts thereof, may be found by any court of law to be invalid or beyond the power of Council to enact, such section or sections or parts thereof shall be deemed to be severable and that all other sections or parts of this By-law are separate and independent therefore and enacted as such.

27. CONFLICT

In the events of a conflict between any provision of this By-law and any other By-law in effect in the Township of North Huron or with any other law, statute or regulation applying to the municipality, the more restrictive requirement shall apply.

28. REPEAL

This by-law rescinds and repeals By-law No. 13-2004 and By-law No. 49-2004 and hereby supersedes all other By-laws passed under the Authority of this Act or its predecessors, thereof.

29. EFFECTIVE DATE

This by-law shall come into force on the 19th day of March, 2018.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

SCHEDULE “A”

To By-law Number 17-2018

FOOD VEHICLES

For the licensing, regulating and governing vehicles
from which food items and refreshments
are sold or offered for sale to the public for consumption by the public.

1. INTERPRETATION

In addition to the terms defined in Section 1 of this By-law, the following terms shall have the corresponding meanings for the purposes of this Schedule:

- (a) “Arterial Road” means any Highway with markings identifying more than two traffic lanes.
- (b) “Chip Wagon” means either a mobile or immobile vehicle either mounted on blocks or supported by a conventional wheel, tire and axle system from which food items are offered for sale or sold to the public.
- (c) “Food Vehicle” means a Chip Wagon, Mobile Barbecue Facility, Refreshment Vehicle or Refrigerated Bicycle Cart.
- (d) “Grocery Item” means food and household supplies normally sold at a store.
- (e) “Mobile Barbecue Facility” means an open-air barbecue affixed to a cart which is on wheels or is capable of being moved from place to place by a person on which food is prepared and sold or offered for sale to the public.
- (f) “Public Park” means a recreational area for public use that is owned or controlled by the municipality.
- (g) “Refreshment Vehicle” means a vehicle or other itinerant food premise from which pre-packaged food and grocery items are offered for sale or sold and from which no food is prepared except hot beverages.
- (h) “Refrigerated Bicycle Cart” means a manually propelled itinerant tricycle vehicle from which ice-cream, ice-cream cones, ice milk and other iced confectionery food items are offered for sale or sold to the public.
- (i) “Vehicle” shall have the same meaning as set out in the *Highway Traffic Act, R.S.O. 1990, Chapter H.8*

2. APPLICATION OF SCHEDULE

In addition to all other provision in this By-law, the provisions of this Schedule shall apply in respect of Food Vehicles.

3. LICENCE REQUIRED

No Person shall operate or permit the operation of any Food Vehicle within the Township of North Huron without a licence to do so issued by the municipality.

4. GENERAL PROVISIONS

- (a) In addition to the specific requirements set out herein, this Section shall apply to all Persons operating a Food Vehicle within the municipality.
- (b) Every licensee of a Food Vehicle shall ensure that every sign affixed to or used in conjunction with the Food Vehicle complies with any Township of North Huron sign by-laws or County of Huron sign by-laws.
- (c) Every licensee of a Food Vehicle shall supply a refuse container for his or her Food Vehicle to the satisfaction of the municipality and the licensee shall ensure that:
 - (i) Such refuse container is maintained in a position immediately adjacent to the Food Vehicle at all times;
 - (ii) All refuse generated from the operation of the licensee's Food Vehicle is contained in such refuse container;
 - (iii) All refuse generated from the licensee's Food Vehicle is disposed of in accordance with the municipality's By-laws; and
 - (iv) The adjoining area is kept in a clean, sanitary and attractive condition.
- (d) Every daily or multi-vendor licence issued shall expire at 12:00 am of the subsequent day for which the licence was issued. The Applicant may request a 1 or 2 hour extension if the Food Vehicle is providing a service required to support bar service for an event.
- (e) Every annual licence issued shall expire on December 31st in the year issued.

5. DISPLAY OF LICENCE

Every licensee of a Food Vehicle shall ensure that the licence is affixed to the Food Vehicle in a conspicuous location clearly visible to the public at all times while the Food Vehicle is in operation.

6. APPLICATION FOR LICENCE

- (a) Every Applicant for a licence to operate any Food Vehicle shall, in addition to the items set out in Section 4 of this By-law, submit to the Clerk:
 - (i) A letter from the owner of every property on which the Food Vehicle may be situated authorizing the Applicant to conduct such business from the property;
 - (ii) Proof of inspection of the Food Vehicle by the local Medical Officer of Health.

7. CHIP WAGONS

- (a) Every Person operating a Chip Wagon shall ensure that only non-alcoholic beverages are offered for sale or sold from the Chip Wagon.
- (b) No Person shall locate or operate a Chip Wagon within the municipality except on privately-owned property with a commercial zoning and no person shall locate or operate a Chip Wagon:
 - (i) On any Highway;
 - (ii) Within 6.5 metres of any corner of any intersection;

- (iii) Within 6.5 metres of any Highway;
 - (iv) Within 25 metres of any restaurant;
 - (v) Within 50 metres of any fuel filling station.
- (c) Every Applicant shall submit with the application the licensing fee as set out in the North Huron Consolidated Fees and Charges By-law.

8. MOBILE BARBECUE FACILITY

- (a) Every licensee of a Mobile Barbecue Facility shall ensure that such Mobile Barbecue Facility is maintained and in good repair.
- (b) Every Person operating a Mobile Barbecue Facility shall ensure that only non-alcoholic beverages are sold or offered for sale from such Mobile Barbecue Facility.
- (c) No Person shall local or operate a Mobile Barbecue Facility:
 - (i) On a Highway;
 - (ii) Within 6 metres of any corner or intersection;
 - (iii) Within 6 metres of any Highway;
 - (iv) Within 25 metres of any restaurant;
 - (v) Within 50 metres of any fuel filling station;
 - (vi) In any manner or at any place where pedestrians are in any way obstructed or impeded from entering or exiting any building or structure on the property on which such Mobile Barbecue Facility is located;
 - (vii) On any property where, due to the area occupied by the Mobile Barbecue Facility, the minimum parking space requirement for such property is not in compliance with the municipality's zoning by-laws; or
 - (viii) On any property without first obtaining or having in place the required zoning for such use of the property.
- (d) Every Applicant shall submit with the application the licensing fee as set out in the North Huron Consolidated Fees and Charges By-law.

9. REFRESHMENT VEHICLE

- (a) No Person shall offer for sale any goods from a Refreshment Vehicle on any Highway in the municipality.
- (b) Every licensee of a Refreshment Vehicle shall:
 - (i) Ensure that only prepackaged food and grocery items are offered for sale or sold from the Refreshment Vehicle and that no food is prepared therein except hot beverages; and
 - (ii) That such food item is prepackaged in individual servings and the date of preparation of the food item is clearly displayed on the package.
- (c) Every Applicant shall submit with the application the licensing fee as set out in the North Huron Consolidated Fees and Charges By-law.

10. REFRIGERATED BICYCLE CART

- (a) Every licensee of a Refrigerated Bicycle Cart shall ensure that:
 - (i) Only ice-cream, ice-cream cones, ice milk and other iced confectionery products are offered for sale or sold from the Refrigerated Bicycle Cart;
 - (ii) All food items offered for sale or sold from said Refrigerated Bicycle Cart are individually wrapped;
 - (iii) The Refrigerated Bicycle Cart is equipped with a soft toned bell or chime in proper working order;
 - (iv) The Refrigerated Bicycle Cart is not operated on any Arterial Road within the municipality unless such Arterial Road has a separate bicycle lane clearly identified for the accommodation of bicycle traffic.
- (b) No licensee of a Refrigerated Bicycle Cart shall employ or allow anyone under the age of 15 years to operate the Refrigerated Bicycle Cart.
- (c) Every Applicant shall submit with the application the licensing fee as set out in the North Huron Consolidated Fees and Charges By-law.

11. EXEMPTIONS

- (a) In addition to exemptions set out under Section 3 of this By-law, licensing fees associated with this By-law and any Schedules shall not apply to Food Vehicles:
 - (i) Operated in connection with a charitable fundraising event held on municipal property;
 - (ii) A community event held on municipal property and declared by resolution of Council as a Municipally Significant Event;
 - (iii) A food vehicle that is provided in conjunction with an event declared by resolution of Council as a Municipally Significant Event, and is required to service the scale or the audience and/or to satisfy conditions of a Municipal Alcohol Policy, and it is deemed that a local retailer is unwilling, unavailable or is already providing service for the event;
 - (iv) Or where written approval has been obtained from the municipality in advance.
- (b) As set out in Section 3 of this By-law, Persons deemed to be exempt from paying a licence fee must still obtain a licence in accordance with Section 4 of this By-law.

12. INSPECTIONS

In addition to Section 21 of this By-law, every Person who operates a Food Vehicle shall not obstruct or hinder or permit the obstruction or hindrance of any inspection of the Food Vehicle by the local Medical Officer of Health or by any other Inspector.

SCHEDULE “B”

To By-law Number 17-2018

TRANSIENT TRADER

For the licensing, regulating and governing transient traders.

1. INTERPRETATION

In addition to the terms defined in Section 1 of this By-law, the following terms shall have the corresponding meanings for the purposes of this Schedule:

- (a) “Transient Trader” is a person who goes from place to place, or to a particular place with goods, wares or merchandise for sale, or who carries and provides samples, patterns or examples of any goods, wares or merchandise.

2. APPLICATION OF SCHEDULE

In addition to all other provisions of this By-law, the provisions of this Schedule shall apply in respect of Transient Traders.

3. LICENCE REQUIRED

- (a) No Person shall operate as a Transient Trader within the municipality without a licence to do so issued by the municipality.
- (b) A daily, annual or multi-vendor licence may be purchased subject to the provisions of this By-law.

4. GENERAL PROVISIONS

- (a) In addition to the specific requirements set out herein, this Section shall apply to all Persons operating as a Transient Trader within the municipality.
- (b) Every licensee identified as a Transient Trader shall ensure that every sign affixed to or used in conjunction with the Transient Trader complies with any Township of North Huron sign by-laws or County of Huron sign by-laws.
- (c) Every daily or multi-vendor licence issued shall expire at 12:00 am of the subsequent day for which the licence was issued.
- (d) Every annual licence issued shall expire on December 31st in the year issued.

5. EXEMPTIONS

- (a) This Schedule does not apply to the sale of goods or produce which have been grown in the municipality and are being sold or offered for sale by the grower on his or her own property.
- (b) As set out in Section 3 of this By-law, Persons deemed to be exempt from paying a licence fee must still obtain a licence in accordance with Section 4 of this By-law.

6. APPLICATION FOR LICENCE

- (a) Every Applicant for a Transient Trader’s licence shall submit to the Clerk:
 - (i) A letter from the owner of the property on which the sale is to take place authorizing the Applicant to conduct such a sale from the property;

- (ii) A statement in writing containing a full description of the goods, wares or merchandise that the Applicant proposes to sell or offer for sale under such licence.
- (b) Every Applicant shall submit with the application the licensing fee as set out in the North Huron Consolidated Fees and Charges By-law.

7. SALES LOCATIONS PROHIBITED

- (a) No Transient Trader shall conduct a sale on any Highway or road allowance within the Township of North Huron.
- (b) No Transient Trader shall conduct a sale within 300 metres of any other existing business when the goods, wares or merchandise being sold or offered for sale are substantially the same as those being offered for sale by the other existing business.
- (c) No Transient Trader using a sidewalk from which to sell or offer for sale goods, wares or merchandise shall operate in such a manner as to obstruct such sidewalk or interfere with the normal use of such sidewalk by pedestrians.

**THE CORPORATION OF THE
TOWNSHIP OF NORTH HURON
BY-LAW NO. 18-2018**

BEING A BY-LAW TO AMEND BY-LAW NO. 113-2017; BEING
A BY-LAW TO ESTABLISH FEES AND CHARGES FOR THE
TOWNSHIP OF NORTH HURON

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

WHEREAS the Council of the Corporation of the Township of North Huron, with the passage of By-law 113-2017, established fees and charges for services performed by the Municipality;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it necessary to amend By-law 113-2017, adding Schedule ‘O’ to include fees for various Licences;

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

1. That he Township of North Huron Consolidated Fees and Charges By-law No. 113-2017 is hereby amended, adding the attached Schedule ‘O’ to said By-law;
2. That this by-law shall come into full force and effect upon its final passage.

READ A FIRST AND SECOND TIME THIS 19TH DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19TH DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

SCHEDULE “O”
By-Law No. 113-2017 - Amended by By-law 17-2018

Licensing

Fees

--	--

Per Day Licence	\$250.00
Annual Licence	\$300.00
Multi-Vendor Licence	\$400.00

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

BY-LAW NO. 19-2018

Being a By-law to Repeal By-law No. 01-2017; A by-law to Appoint Statutory Officers
To the Corporation of the Township of North Huron

WHEREAS on January 9th, 2017, the Council of the Corporation of the Township of North Huron enacted By-law 01-2017, A by-law to Appoint Statutory Officers to the Corporation of the Township of North Huron;

AND WHEREAS the Council of the Township of North Huron deems it desirable to appoint Statutory Officers by separate by-laws;

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

1. That By-law No. 01-2017 is hereby repealed.
2. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 20-2018

Being a By-law to Appoint a Municipal Weed Inspector
for the Township of North Huron

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

AND WHEREAS Section 8 (1) of the Weed Control Act, R.S.O. 1990, Chapter W.5, states the Council of any municipality may by by-law appoint one or more persons as municipal weed inspectors to enforce the Act within the Council’s jurisdiction and fix their remuneration or other compensation;

AND WHEREAS it is deemed expedient by the Council of the Corporation of the Township of North Huron to pass a by-law to appoint municipal weed inspectors;

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

1. That the County of Huron Weed Inspector and the Township of North Huron Operations Supervisor are hereby appointed Municipal Weed Inspectors to enforce the Weed Control Act within Council’s jurisdiction.
2. By-law No. 26-2015 is hereby repealed.
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 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 21-2018

Being a By-law to Appoint a Treasurer for the Township of North Huron

WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (1) provides that a municipality shall appoint a treasurer who is responsible for handling all of the financial affairs of the municipality on behalf of and in the manner directed by the council of the municipality, including,

- (a) collecting money payable to the municipality and issuing receipts for those payments;
- (b) depositing all money received on behalf of the municipality in a financial institution designated by the municipality;
- (c) paying all debts of the municipality and other expenditures authorized by the municipality;
- (d) maintaining accurate records and accounts of the financial affairs of the municipality;
- (e) providing the council with such information with respect to the financial affairs of the municipality as it requires or requests;
- (f) ensuring investments of the municipality are made in compliance with the regulations made under section 418, if applicable; and
- (g) complying with any requirements applicable to the treasurer under section 418.1. 2001, c. 25, s. 286 (1); 2017, c. 10, Sched. 1, s. 35.

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (3) provides that a Treasurer or Deputy Treasurer is not required to be an employee of the municipality;

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286 (4) provides that the Treasurer or Deputy Treasurer is not liable for money paid in accordance with the directions of the council of the municipality unless the disposition of the money is expressly provided for under any Act, 2001, c.25,s.286(4)

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (5) provides that a municipality may delegate to any person all or any of the powers and duties of the treasurer under this or any other Act with respect to the collection of taxes;

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

1. That Donna White is hereby appointed as Treasurer for the Township of North Huron.
2. That the above named shall hold office during the pleasure of Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or By-laws.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 22-2018

Being a By-law to Appoint a Deputy Treasurer for the Township of North Huron

WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (2) provides that a municipality may appoint a deputy treasurer who shall have all the powers and duties of the treasurer under this and any other Act;

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (3) provides that a Treasurer or Deputy Treasurer is not required to be an employee of the municipality;

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286 (4) provides that the Treasurer or Deputy Treasurer is not liable for money paid in accordance with the directions of the council of the municipality unless the disposition of the money is expressly provided for under any Act, 2001, c.25,s.286(4)

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (5) provides that a municipality may delegate to any person all or any of the powers and duties of the treasurer under this or any other Act with respect to the collection of taxes;

AND WHEREAS the *Municipal Act*, 2001, as amended, Section 286. (6) provides that a treasurer may continue to exercise the delegated powers and duties, despite the delegation;

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

1. That Julie Wheeler is hereby appointed as Deputy Treasurer for the Township of North Huron.
2. That the above named shall hold office during the pleasure of Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by Statute or By-laws.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 23-2018

Being a By-law to Appoint a Lottery Licensing Officer(s)
for the Township of North Huron

WHEREAS pursuant to Section 8 of the *Municipal Act*, S.O. 2001 c.25 provides in part that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority;

AND WHEREAS the Township of North Huron provides Lottery Licensing Services for the issuance of Lottery Licences to charitable organizations within the Township of North Huron on behalf of the Alcohol and Gaming Commission of Ontario in accordance with the *Alcohol and Gaming Regulation and Public Protection Act 1996*;

AND WHEREAS pursuant to the *Alcohol and Gaming Regulation and Public Protection Act 1996* and to the Order-in-Council 1413/08 which provides that the Registrar of Alcohol and Gaming and municipal councils may issue lottery licences to charitable organizations. The AGCO and municipalities work together to ensure that the legal requirements, including terms and conditions to the licences, are complied with by lottery licensees and any gaming suppliers used by the charities. The Registrar has issued a Lottery Licensing Policy Manual which is used by municipal licensing officers to make decisions on eligibility for a lottery licence and for the use of proceeds, and for the types of lottery schemes for which a licence may be issued. The Registrar also issues "terms and conditions" for lottery licences, which may be supplemented by municipalities;

AND WHEREAS the Registrar has a general authority to issue lottery licences. In the case of lottery licensees in pooling bingo halls, the AGCO and the municipality are both involved in the issuing of the licences. In other situations, the municipality will issue most lottery licences for bingos not in a pooling bingo hall with a maximum prize board of \$5,500, break open tickets sold within the municipality, and raffles under \$50,000 in prizes. The Registrar issues licences for raffles more than \$50,000 in prizes, break open tickets to be sold regionally or province-wide, and certain "in conjunction with" games as part of a non-pooling bingo hall. These games include, for example, Super Jackpot bingo and break open tickets.

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

1. That the Clerk and the Administrative Assistant are hereby appointed as Lottery Licensing Officers for the Township of North Huron.
2. That the Clerk and the Administrative Assistant shall hold office during the pleasure of the Council and shall exercise all the authority, powers and rights and shall perform all the duties and obligations which by statute or by-law are, or may be, conferred or imposed upon the Lottery Licensing Officer(s).

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 24-2018

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council,
a Fire Dispatch Agreement between the Corporation of the Township of North Huron and
Owen Sound Police Services Board (O.S.P.S.B.)

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

AND WHEREAS the Council of the Corporation of the Township of North Huron is desirous of executing a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.);

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it expedient to enter into said agreement;

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

1. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, a Fire Dispatch Agreement between the Corporation of the Township of North Huron and Owen Sound Police Services Board (O.S.P.S.B.).
2. That a copy of the said Agreement is attached hereto and designated as Schedule ‘A’ to this By-law.
3. That By-law No. 11-2009, By-law No. 40-2009, By-law No. 39-2011 and By-law No. 48-2012 are hereby repealed.
4. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 19TH DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19TH DAY OF MARCH, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

FIRE SERVICE DISPATCH AGREEMENT

THIS AGREEMENT made in triplicate this 01 day of January, 2018

BETWEEN:

OWEN SOUND POLICE SERVICES BOARD
Hereinafter referred to as the "Board"
-and-

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON
Hereinafter referred to as the "Municipality"

WHEREAS the Board presently operates a twenty-four hour communications and dispatch centre for the purpose of providing service to emergency agencies.

AND WHEREAS the Board and the Municipality desire to enter into an agreement whereby the Municipality's fire service (hereinafter referred to as the "Fire Service") would be serviced by the Board's dispatch centre for answering and dispatching of the Fire Service for emergency purposes.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT:

1. All calls received by the Board's Dispatch Centre through 9-1-1 or other telecommunications means will be promptly acknowledged and dispatched and shall meet all legislative requirements.
2. The Board will page/dispatch the Fire Service at a level of service equal to or exceeding the standards of NFPA 1061 Standards, Best Practices, and services as listed in Schedule "A" attached hereto.
3. The Board's dispatchers shall follow agreed upon protocols by the Fire Service when paging fire fighters for emergencies and for training activities.
4. The Police Services Board and the Fire Service will cooperatively develop and implement contingency plans for utilization in the event dispatch is unsuccessful after two attempts.
 - a) The Board will be responsible to install and maintain the necessary equipment as required in their contingency plan
 - b) The Fire Service will be responsible to install and maintain the necessary equipment as required in their contingency plan
5. The Board's dispatcher will, in the event of a failure to successfully dispatch firefighters to a reported emergency, initiate the contingency plan.
6. The Fire Service will provide the Board with "current" information regarding the Fire Service's office phone number, fax number, e-mail address, emergency contact numbers required for staff required in activation of all contingency plans, registered Radio Call Sign, and updated County generated 911 maps
7. Equipment related to the system and presently owned or hereafter acquired by the Board or Fire Service and installed in its buildings or vehicles or carried by its staff shall be properly maintained and kept in good working order at the expense of the party owning the equipment.

8. Any defect or condition that may cause a failure in this system shall be immediately reported to the Chief of Police and/or designated alternate of the Owen Sound Police Service.
9. The Municipality agrees to pay for the cost of any telephone lines required and long distance calls made on behalf of the Fire Service. Further, the Municipality agrees to pay for costs incurred by the Board to provide any updated mapping within the service area of the Municipality's Fire Service during the term of this agreement, including travel and wages and any changes made to the coverage area whereby Bell Canada 9-1-1 or OPP Geographic Information Services invoice the Board relative to emergency dispatch services. Such costs will become due and payable upon receipt of an invoice. The Municipality shall be notified in advance of any such cost being incurred.
10. If either party to this Agreement wishes to terminate the Agreement they shall give a minimum of six months' notice prior to current calendar year end in writing of their intention to do so. Termination shall become effective on the date specified in the notice and may only be extended on mutual consent of the parties and in monthly increments. Both parties to agreement this Agreement bound by the terms of this Agreement until the date of termination.
11. The annual cost to the Municipality for the dispatch service is set out in Schedule "B" hereto attached. The fee for any part of a calendar year will be pro-rated on a monthly basis.
12. The Board agrees to provide the service covered by this Agreement for the stated fee until December 31st, 2020 after which the parties involved will review the terms of the Agreement and negotiate any revisions, additions, or deletions in the terms of the Agreement deemed appropriate by either party.
13. Billing for this service will be provided quarterly of each year, on March 31st, June 30th, September 30th and December 31st, and payable upon receipt of invoice by the Municipality.
14. In the event of termination of this Agreement by either party, the Board shall retain all equipment purchased by it to perform services under the terms of this Agreement and the Municipality shall have no claim or entitlement to reimbursement for any part thereof. Capital equipment paid for by the municipality under paragraph 7 above shall be the property of the Municipality.
15. Copies of all records including voice records pertaining to the business of the Municipality and its Fire Service including but not limited to emergency response and training shall be provided to the Municipality upon termination of this Agreement. With written agreement from the Municipality, the original records maintained on file by the Board shall be deemed to satisfy provision of copies. Currently Board by-law includes retention of audio for 6 months minimum. Computer Aided Dispatch information shall be retained for 2 years minimum.
16. The Board will, during the term of this Agreement, exercise due diligence in providing the agreed upon level of service and operation of the service.
17. The Board will ensure that designated members will obtain training in fire communications via Fire Services and through other approved training providers to provide in-service dispatcher training to all dispatchers through 2017/2018. This will include the APCO Fire Service Communications Course. All new dispatcher hires will complete this training within 1 calendar year. The Board shall ensure that a minimum of 1 APCO Fire Service Communications Course be on staff at all times. Failure by the Board of 1 member per platoon to be trained in APCO Fire Services Communications will negate the yearly increase of that calendar year.

(NFPA 1061 certification is not directly available however the APCO Fire Service Communications Course brings the dispatcher to the NFPA level of standard and is internationally recognized)

18. While a number of agencies provide training for dispatchers, fire service dispatchers will also be trained to the standard of OFM - PFSG-04-65-03 & NFPA 1061 current edition to:
- a) Support the incident management system used by the Fire Service and NFPA 1561 Standard on Emergency Services Incident Management System
 - b) Support the accountability and entry control systems used by the Fire Service
 - c) Support the functions of the safety officer at an emergency incident
 - d) Support personnel working in a potentially violent situation

This will be accomplished as per #17 that all dispatchers will obtain the training via APCO Fire Services Communication necessary to complete #18.

19. The Municipality agrees no action or other proceeding for damages shall be instituted on behalf of the Municipality against the Board or a person acting under Board authority, for any act done in good faith in the execution or intended execution of his or her power or duty or for any alleged neglect or default in the execution in good faith of his or her power or duty however, gross negligence and willful neglect are specifically excepted from this provision.
20. The Municipality agrees to indemnify and hold harmless the Board, its employees, agents, servants, and the Chief of Police for reasonable legal costs incurred by the Board:
- a) in the defence of a civil action, if the person is not found to be liable;
 - b) in the defence of a criminal prosecution, if the person is found not guilty;
 - c) in respect of any other proceeding in which the person's execution of his or her duties is an issue, if the person is found to have acted in good faith; provided that such actions, prosecutions, or other proceedings arise in respect to services provided by the Board relative to and in respect of and within the service area of the Municipality's Fire Service.
21. The Municipality shall provide liability insurance minimally in the amount of \$5,000,000.00 (five million dollars) to insure the indemnity contained in paragraph 20 of this agreement and shall ensure that the Board is stated in the contract of insurance as a co-insured.
22. Neither party may assign this Agreement without the express written consent of the other.
23. This Agreement constitutes the entire Agreement between the parties with respect to the subject matter hereof and supersedes all prior representations, understandings, and agreements, whether verbal or written.
24. This Agreement shall ensure to the benefit of and are binding upon the parties hereto and their respective successors and permitted assigns.

SCHEDULE “A”

OFM – PUBLIC FIRE SAFETY GUIDELINE **PFSG – 04-64A-12**

A key factor in determining the effectiveness of the delivery of fire protection is measuring the performance of the fire service in relation to the time the original call was received in relation to functions implemented on the fire ground or emergency scene.

It is recommended that, when advised, as a minimum the following times and information is recorded mechanically or electronically by every communications centre:

- Date and time call originated
- Date and time call originally answered (911 or local)
- Date and time call conference (911)
- Date and time call answered by downstream agency (911)
- Date and time alarm dispatched
- Date and time Alarm acknowledged
- Date and time each apparatus mobile
- Date and time each apparatus on scene
- Number of personnel on each apparatus
- Date, time and name of command announced
- Date and time of agent was applied
- Date, time, and name if command is transferred
- Date and time “All Clear” if applicable
- Date and time “Under Control” if applicable
- Date and time “Loss Stopped” if applicable
- Date and time “Primary Search Completed”
- Date and time “Secondary Search Completed”
- Date, time, and name of any supporting service/agency requested

SCHEDULE “B”
OWEN SOUND POLICE SERVICE
DISPATCH CENTRE

Each incremental increase shall take effect on January 1, of each of the identified years.

This tariff increase shall take effect January 1, 2018 and conclude on December 31, 2020.

2018 - $\$2.34 \times 8,395$ per capita = \$ 19,644.30

2019 - $\$2.40 \times 8,395$ per capita = \$ 20,148.00

2020 - $\$2.46 \times 8,395$ per capita = \$ 20,651.70

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

BY-LAW NO. 25-2018

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council,
a Subscription Agreement between the Corporation of the Township of North Huron
and eSCRIBE Software Ltd., for eSCRIBE software services.

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

AND WHEREAS the Council of the Township of North Huron Council is desirous of executing a Subscription Agreement between the Corporation of the Township of North Huron and eSCRIBE Software Ltd., for eSCRIBE software services;

AND WHEREAS the Council of the Township of North Huron deems it expedient to enter into said agreement;

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

1. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, Subscription Agreement between the Corporation of the Township of North Huron and eSCRIBE Software Ltd., for eSCRIBE software services.
2. That the term of this Agreement commences on the date of this Agreement for a period of three (3) years, and will automatically renew for an additional Term unless notice of cancellation is received 60 days prior to the expiry of the Term.
3. That a copy of the said Agreement is attached hereto and designated as Schedule ‘A’ to this By-law.
4. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 19TH DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19TH DAY OF MARCH, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

This Subscription Agreement (the "Agreement") together with any appendices referenced herein and attached hereto, is dated the ____ day of _____, 2018;

BETWEEN:

eSCRIBE Software Ltd. ("eSCRIBE")

- and -

Township of North Huron ("Customer")

WHEREAS, eSCRIBE (and/or its affiliates) has developed certain proprietary software applications and platforms for the purpose of meeting and agenda automation which it makes available as services via the internet (the "Services").

NOW THEREFORE, the Customer desires to use the Services in accordance with the terms and conditions of this Agreement.

Definitions

"Customer Data" shall mean electronic data and information uploaded or inputted to the Services or created, generated or produced by the Customer during Use of the Services.

"Documentation" includes any and all printed or electronic guides and manuals, including sales, marketing and training materials provided by eSCRIBE for the proper Use of the Services.

"Support Services" shall mean the technical support and product updates for the Services as made available under eSCRIBE's Support Services set out in Appendix B.

"Taxes" refers to all present or future sales tax, consumption tax and similar taxes.

"Use" shall mean the ability for the Customer to login with user name and password and access the Services via the internet.

1. Services

- a. eSCRIBE shall provide the Implementation Services, the Services and the Documentation to the Customer subject to the terms of this Agreement.
- b. eSCRIBE shall provide the Implementation Services in a professional, timely, and competent manner and in accordance with industry standards. eSCRIBE shall make every effort and take all appropriate steps to carry out the Implementation Services to the reasonable

satisfaction of the Customer, in such a manner as is in the best interests of the Customer, and in compliance with all federal and provincial laws, municipal by-laws, and policies and procedures of the Customer.

- c. eSCRIBE shall make the Services available twenty-four (24) hours a day, seven (7) days a week, and will credit the Customer 10% of the equivalent monthly Subscription Fees listed in Appendix A for each three (3) hour period for which the Services are unavailable for Use by the Customer in a monthly period. "Uptime" and "Downtime" is recorded and calculated on a monthly basis and will be applied as a credit towards the annual Subscription Fees listed in Appendix A, for the next year. Downtime does not include scheduled outages for software updates, server or network maintenance (which will generally be scheduled for weekends or after midnight eastern time), notification of which will be provided to the Customer's designated Support Contacts five (5) days in advance. Unsuitable Customer operating environment, including, but not limited to, inadequate end user computer configuration, installed third party software, internet connection issues or general internet congestion issues are excluded from any downtime calculations. Account credits of eSCRIBE for any twelve (12) month period is hereby limited to a maximum of twenty percent (20%) of the annual Subscription Fees listed in Appendix A paid by the Customer during the prior twelve (12) month period up to the outage. Downtime is measured from the time that a trouble ticket is registered with Support Services by the Customer for the Services being unavailable for Use or the time that eSCRIBE becomes aware that the Services are unavailable for Use (whichever is earlier), to the time the problem is resolved and the Services are restored. In the event that eSCRIBE becomes aware that the Services are unavailable for Use, eSCRIBE shall notify the Customer immediately.
- d. The Customer may not make available the Service for Use by any third parties.
- e. The Customer may not directly or indirectly through any third parties attempt to reverse-engineer or de-compile the operation of the Services in any manner through current or future available technologies, except that Customer may modify the Customer Data to the extent and in the manner described in the Documentation.
- f. The Customer Data, which shall be hosted in Canada along with all copies and backups, together with all intellectual property rights therein, will belong to the Customer and the Customer remains the sole and exclusive owner of the Customer Data. During the Term of this Agreement, the Customer may retrieve such data from the Services at any time and, within ten (10) days of the Customer's request, eSCRIBE

will make available any Customer Data for export or download in native file format. eSCRIBE shall not access, use, disclose, sell, rent, transfer or copy the Customer Data for any purpose (or authorize or permit a third party to perform such acts) other than as required to perform eSCRIBE's obligations pursuant to this Agreement.

- g. At the execution of this Agreement and during the Term, eSCRIBE represents and warrants to and in favour of the Customer and acknowledges that the Customer is relying thereon as follows:
- i. eSCRIBE has the legal capacity and right to execute this Agreement and carry out and observe the provisions thereof to be performed or observed by eSCRIBE hereunder and to take all actions pursuant hereto and all necessary approvals have been given or obtained to authorize eSCRIBE to execute this Agreement and perform thereunder and to take all actions required pursuant hereto;
 - ii. eSCRIBE's execution, delivery, and performance of this Agreement will not constitute a violation of any judgment, order or decree, a default under any agreement by which it or any of its assets are bound or an event that would, with notice or lapse of time, constitute such a default;
 - iii. eSCRIBE has the full and unencumbered right to grant to the Customer access to and use of the Services as provided in this Agreement, either through ownership or licence, including upgrades, updates, improvements, modifications or enhancements to the Services including any third party components embedded in the Services, and that the rights granted herein will not violate the terms of its agreements with any third parties;
 - iv. The Implementation Services and the Customer's access to or use of the Services or of the Documentation do not and will not conflict with, infringe upon or violate and are not alleged by any person to conflict with, infringe upon or violate the intellectual property rights of any other person. In addition, there are no existing or threatened legal proceedings brought against eSCRIBE in respect of the Services, the Documentation or the Implementation Services, or eSCRIBE's right to grant others the right to access and use the Services or the Documentation. Should eSCRIBE become aware of any such conflict, infringement or violation or potential conflict, infringement or violation, eSCRIBE will notify the Customer immediately;

- v. eSCRIBE's proprietary software applications and platforms are free of spyware and malware of any kind;
 - vi. The Services and the Implementation Services provided by eSCRIBE hereunder will comply with the service and functional specifications set out in this Agreement, including the Documentation;
 - vii. eSCRIBE will provide personnel who have the necessary technical skills, qualifications, experience, and training to provide information and expertise to the Customer in accordance with this Agreement; and
 - viii. The Documentation is complete and will allow the Customer to access and use the Services.
- h. eSCRIBE shall retain such records in respect of the provision of the Implementation Services or of the Services and the fulfillment of its obligations hereunder as the Customer may from time to time reasonably require and shall make such records available at any time for inspection by the representatives of the Customer.

2. Support Services

- a. During the Term of this Agreement, eSCRIBE will provide the Customer the Support Services as described in Appendix B.

3. Fees

- a. The first years Subscription Fees and the Implementation Fees as described in Appendix A, are due upon the date of this Agreement, and the Subscription Fees are due annually thereafter.
- b. All fees and other charges set forth in this Agreement are exclusive of any and all applicable Taxes due to eSCRIBE from Customer. Payment of all applicable Taxes shall be the responsibility of the Customer. If any such Taxes has to be withheld under this Agreement, Customer shall increase payment under this Agreement by such amount as to ensure that eSCRIBE has received an amount equal to the payment otherwise required after such withholding or deduction.
- c. All payments are due thirty (30) days from the date of invoice.
- d. All references to currency are in Canadian Dollars.

4. Term

- a. The term of this Agreement commences on the date of this Agreement for a period of three (3) years, and will automatically renew for an additional Term unless notice of cancellation is received 60 days prior to the expiry of the Term (the "Term").

5. **Termination**

- a. Either party may terminate this Agreement upon written notice to the other party in the event the other party becomes bankrupt, becomes insolvent, makes an assignment for the benefit of creditors, makes any arrangement for the liquidation of its debts or a receiver or a receiver and manager is appointed with respect to all or any part of its assets, or commences winding up proceedings, or bankruptcy or insolvency proceedings are instituted by or against such party, and such proceedings are not removed within sixty (60) days.
- b. If this Agreement is terminated by the Customer before the end of the Term other than for a breach of this Agreement on the part of eSCRIBE, the Customer will be liable for a termination penalty amounting to 35% of the remaining Subscription Fees (Annual Software and Support Fee) due to the end of the Agreement if terminated in the first year, 25% of the remaining Subscription Fees (Annual Software and Support Fee) due to the end of the Agreement if terminated in the second year and 15% of the remaining Subscription Fees (Annual Software and Support Fees) due to the end of the Term if terminated in the third year or subsequent year of the Agreement.
- c. Either party may terminate this Agreement upon written notice to the other party in the event that one party breaches any term or condition of this Agreement, provided that the non-breaching party gives the other party notice of the breach, and such breach is not remedied to the non-breaching party's satisfaction within ten (10) days after delivery of such notice.
- d. Within thirty (30) days after the termination of this Agreement pursuant to section 5 (a) or section 5 (c), eSCRIBE shall refund to the Customer any fees paid by the Customer for the period from the date of termination to the end of the Term on a pro-rated monthly basis commencing with the month following the date of termination.
- e. Within thirty (30) days after the termination or expiration of this Agreement, eSCRIBE shall make available to the Customer any Customer Data stored on the Services for export or download in native file format. After the thirty (30) day period, eSCRIBE will delete or destroy all copies of Customer Data in its possession or control, unless legally

prohibited and upon request, provide the Customer with a Certificate of Destruction.

6. Limitation of Liability

- a. Liability of eSCRIBE under this Agreement will be limited to the maximum amount of the annual Subscription Fees listed in Appendix A. eSCRIBE will not be liable for any general, special, incidental or consequential damages including, but not limited to, loss of production, loss of profits, loss of revenue, loss of data, or any other business or economic disadvantage suffered by the Customer arising out of the use or failure to use the Service.

7. Indemnity

- a. eSCRIBE shall indemnify and hold harmless the Customer (including its elected officials, officers, representatives, agents, employees, volunteers, and affiliates) against any and all claims, demands, losses, suits, damages (including indirect, special, consequential, remote, and economic damages), fees, fines, royalties, liability, and expenses (including reasonable lawyer's fees) arising out of any suit, claim or action relating to eSCRIBE's performance or non-performance of its obligations pursuant to this Agreement, including any breach of any representation or warranty, or for actual or alleged direct or contributory infringement of, or inducement to infringe, any intellectual property right relating to the Implementation Services, the Services or the Documentation or for actual or alleged misuse or misappropriation of a trade secret resulting directly or indirectly from eSCRIBE's action. These obligations of indemnity will survive the termination or expiration of this Agreement however caused.
- b. eSCRIBE shall have no liability hereunder for any claim of intellectual property infringement based on the combination, operation or use of the Service with software, hardware or other materials not furnished or approved in writing by eSCRIBE if such infringement would have been avoided without such software, hardware or other materials.
- c. In the event the Service or a component part thereof is held by a court of competent jurisdiction, or is believed by eSCRIBE, to infringe or potentially infringe a third party's rights, eSCRIBE shall, with prior notice to the Customer, (i) modify, at its expense, the Service to be non-infringing; provided that such modification does not adversely affect the Service as set out in this Agreement, or (ii) obtain for Customer the right to continue using the Service in its current state at no additional

expense to the Customer, or (iii) if eSCRIBE determines that neither of the foregoing options are reasonably available, eSCRIBE may terminate this Agreement and refund any prepaid Fees to the Customer for which it has not received Services.

8. **Confidentiality**

- a. **"Confidential Information"** means all information disclosed by one party **(the "Disclosing Party")** to the other party **(the "Receiving Party")**, whether verbal or in writing, that is marked as confidential or that reasonably should be understood to be confidential given the nature of the information. The Customer's confidential information includes Customer Data, and eSCRIBE's confidential information includes the Services and Documentation. Confidential information of each party includes, the terms of this Agreement, as well as current and future technical specifications, product plans, features and roadmaps, business and marketing plans, customer lists and relationships, costs and pricing strategies, financial and employee information and records, as they may be disclosed by either party during the Term of this Agreement.
- b. Confidential information does not include any information that (i) is or becomes publicly available without a breach of the terms of this Agreement, (ii) is received from a third-party without breach of any obligation owed to the Disclosing Party, or (iii) the Receiving Party is entitled to disclose in response to a court order or as otherwise required by law; provided that the Receiving Party notified the Disclosing Party prior to such disclosure forthwith after receipt of such order to give the Disclosing Party time to contest such order.
- c. All Confidential Information shall remain the sole property of the Disclosing Party.
- d. The Receiving Party shall not divulge or disclose any Confidential Information communicated to or acquired by it, or disclosed by the Disclosing Party in the course of carrying out this Agreement. No Confidential Information will be used by the Receiving Party on any other project or for any other purpose without the prior written consent of the Disclosing Party, which consent may be unreasonably withheld. The Receiving Party shall receive and store the Confidential Information with the same degree of care that it uses to protect the confidentiality of its own confidential information from unauthorized use, duplication or disclosure to third parties; provided such standard is no less than a reasonable standard considering the nature of the Confidential Information.

- e. Upon termination or expiration of this Agreement, the Receiving Party shall immediately cease to use Confidential Information in any manner whatsoever, shall return to the Disclosing Party or securely destroy all Confidential Information, and shall not retain any copies of the Confidential Information.
- f. These obligations of confidentiality will survive the termination or expiration of this Agreement however caused.

9. **Insurance**

- a. eSCRIBE shall obtain and maintain in force during the Term of this Agreement the following policies of insurance:
 - i. General liability insurance insuring eSCRIBE's obligations and responsibilities with respect to the performance of services as set out in this Agreement. The policy will be extended to include bodily injury and property damage, products and completed operations, personal and advertising injury, Implementation Services, contingent employer's liability, and contractual liability to a limit of no less than two million dollars (\$2,000,000) per occurrence. The policy will include a cross liability and severability of interest clause and be endorsed to name the Client as an additional insured;
 - ii. Non-owned automobile insurance to a limit of no less than one million dollars (\$1,000,000);
 - iii. If applicable, automobile insurance (OAP1) for both owned and leased vehicles with inclusive limits of no less than one million dollars (\$1,000,000); and
 - iv. Errors and omissions liability insurance insuring eSCRIBE to a limit of no less than one million dollars (\$1,000,000) per claim and two million dollars (\$2,000,000) in the aggregate. The coverage under the policy will be maintained continuously during the Term of this Agreement and for an additional two (2) years after the termination or expiration of this Agreement and will cover insurable losses arising out of or in association with an error or omission in the rendering of or failure to complete and provide the services as set out in this Agreement. Coverage under the policy will respond to, but not be limited to the following occurrences:
 - A. Privacy breach and violations as a result of but not limited to unauthorized access to or wrongful disclosure or dissemination

of private information, failure to properly handle, manage, store, destroy or control personal information and include the failure to comply with privacy laws and their respective regulations regarding the collection, access, transmission, use, and accuracy. Coverage will extend to include the costs associated with notification of affected parties, regardless if required by statute as well as any fines or penalties or costs imposed as a result of the breach including defence of any regulatory action involving a breach of privacy;

- B. Network Security to protect against incidents arising from system security failures such as, but not limited to, unauthorized access, theft or destruction of data, electronic security breaches, denial of service, spread of virus within eSCRIBE's computer network or other third party computer information systems and will further include expenses related to third party computer forensics;
- C. Privacy Breach Expenses including crisis management related to electronic and non-electronic breaches;
- D. Content or media liability including personal and advertising liability, intellectual property infringement coverage (copyright, trademark, trade name, service mark, trade dress or trade secret) arising out of media content created, produced or disseminated by eSCRIBE;
- E. Coverage for delay in performance of a contract or agreement resulting from an error or omission; and
- F. Coverage for damages resulting from dishonest and criminal acts committed by an employee of eSCRIBE.

If coverage is to be cancelled or non-renewed for any reason, eSCRIBE shall provide the Customer with ninety (90) day notice of said cancellation or non-renewal. The Customer may request an Extended Reporting Endorsement be purchased by eSCRIBE at eSCRIBE's expense. The term of the Extended Reporting Endorsement will be decided by the Customer and eSCRIBE.

b. eSCRIBE shall ensure that all policies of insurance will:

- i. be written with an insurer properly licensed to do business;
- ii. contain an undertaking by the insurers to notify the Customer in writing no less than thirty (30) days prior to any termination or cancellation of coverage unless otherwise required by law; and

- iii. be non-contributing with and will apply only as primary and not excess to any other insurance or self-insurance available to the Customer.
- c. Any deductible amounts will be borne by eSCRIBE.
- d. eSCRIBE shall deliver to the Customer certificates of insurance evidencing renewal or replacement of policies required under this Agreement at least fifteen (15) days prior to the expiration or replacement of the current policies without demand by the Customer.
- e. If eSCRIBE fails to maintain in force any insurance required to be maintained by it hereunder, then the Customer, without prejudice to any of its other remedies, may obtain such insurance on behalf of and at the cost of eSCRIBE.
- f. eSCRIBE and its agents, volunteers, contractors, subcontractors, employees, and insurer(s) hereby release the Customer from any and all liability or responsibility, including anyone claiming through or under them, by way of subrogation or otherwise for any loss or damage which eSCRIBE may sustain incidental to or in any way related to eSCRIBE's obligations under this Agreement.

10. Advertising

- a. Customer agrees that eSCRIBE may use and disclose Customer's name in its marketing material with prior written approval of the Customer, which will not be unreasonably withheld.

11. Trademarks

- a. Any trademarks and service marks ("Trademarks") adopted by eSCRIBE to identify the Services, Documentation and other products and services, belong to eSCRIBE. Nothing herein grants, or shall be construed to grant, to Customer any rights to such Trademarks.

12. Development Input

- a. Customer shall be entitled to provide eSCRIBE with information and feedback concerning the Service's functional requirements and product definition which eSCRIBE shall consider when formulating the product development roadmap and plans. This co-operative process between eSCRIBE and the Customer does not create any obligation upon eSCRIBE to adhere to Customer's feedback, nor does it create any ownership interest in the Services on the part of Customer should

eSCRIBE incorporate any of Customer's suggestions into the development plan or ultimately into the Services.

13. General Provisions

- a. **Relationship of Parties.** In all matters relating to this Agreement Customer and eSCRIBE are independent contractors, and nothing in this Agreement shall be deemed to place the parties in the relationship of employer-employee, principal-agent, partners, or joint ventures.
- b. **Entire Agreement.** This Agreement, including all Appendices, is the entire Agreement between the parties and supersedes all prior negotiations, understandings and agreements between the parties concerning the subject matter hereof. No amendment or modification of this Agreement shall be made except by written agreement of both parties.
- c. **Ride Along:** The terms of this Agreement may be extended for use by other parties, including: municipalities, school boards and government agencies upon execution of an addendum outlining the associated Services and Fees applicable. This term is not intended to circumvent any procurement rules and regulations of the additional party.
- d. **No Waiver.** The failure of either party to exercise any right or the waiver by either party of any breach shall not prevent a subsequent exercise of such right or be deemed a waiver of any subsequent breach of the same or any other term of the Agreement.
- e. **Partial Invalidity.** Should any provision of this Agreement be held to be void, invalid, or inoperative, the remaining provisions of this Agreement shall not be affected and shall continue in effect as though such provisions were deleted.
- f. **Force Majeure.** Neither party shall be deemed in default of this Agreement to the extent that performance of its obligations or attempts to cure any breach are delayed or prevented by reason of any act of God, fire, natural disaster, act of government, or any other similar cause beyond the reasonable control of such party ("Force Majeure"), provided that such party gives the other party written notice thereof promptly and, in any event, within ten (10) days of discovery thereof and uses its reasonable efforts to cure the delay. Upon receipt of such notice, all obligations under this Agreement shall be immediately suspended. If the period of non-performance exceeds ten (10) days from the receipt of notice of the Force Majeure event, the party whose

performance has not been affected may, by giving written notice, immediately terminate this Agreement.

- g. **Assignment; Enurement.** Either party may assign this Agreement or any of its obligations hereunder without the prior written consent of the other party. This Agreement shall be binding upon and enure to the benefit of the parties to this Agreement and their respective heirs, legal representatives, successors, and permitted assigns
- h. **Injunctive Relief.** The parties recognize that a remedy at law for a breach of the provisions of this Agreement relating to either party's Confidential Information will not be adequate for the non-breaching party's protection, and accordingly the non-breaching party shall have the right to seek, in addition to other relief and remedies available to it, injunctive relief to enforce the provisions of this Agreement in any court of competent jurisdiction.
- i. **Governing Law.** This Agreement shall be governed and interpreted in accordance with the laws of the Province of Ontario, Canada and the federal laws of Canada applicable therein.
- j. **Calendar Days.** All references to a day or days in this Agreement mean a calendar day or calendar days.
- k. **Time of the Essence.** Time is of the essence of this Agreement and of every part hereof and no extension or variation of this Agreement will operate as a waiver of this provision.
- l. **Survival.** All obligations of the parties which expressly or by their nature survive termination or expiration of this Agreement will continue in full force and effect subsequent to and notwithstanding such termination or expiration and until they are satisfied or by their nature expire.
- m. **Headings.** Headings are inserted for the convenience of the parties only and are not to be considered when interpreting this Agreement. Words in the singular mean and include the plural and vice versa. Words in the masculine gender include the feminine gender and vice versa. Words in the neuter gender include the masculine gender and the feminine gender and vice versa.
- n. **Notice.** Any notice required or permitted to be sent hereunder shall be in writing and shall be sent in a manner requiring a signed receipt, such as courier delivery, or if mailed, registered or certified mail, return receipt requested. Notice is effective upon receipt. Notice to both

parties shall be to the address and contact set forth below and updated from time to time.

eSCRIBE Software Ltd.
204-60 Centurian Drive
Markham, ON L3R 9R2

Attention: Office of the President

Customer Contact Info for Notices:

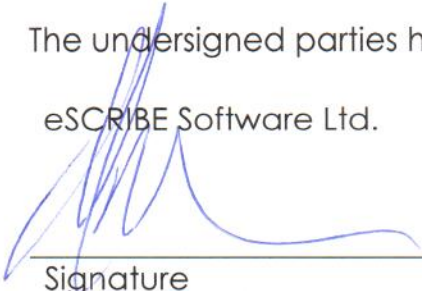
Township of North Huron
P.O. Box 90, 274 Josephine Street
Wingham, ON N0G 2W0

Attention: Richard Al

The undersigned parties hereby enter into this Agreement,

eSCRIBE Software Ltd.

Township of North Huron



Signature

Signature

President - CEO

Authorizing Officer

Authorizing Officer

Signature

Authorizing Officer

I have the authority to bind the organization

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

BY-LAW NO. 26-2018

Being a By-law to Appoint a Municipal Auditor for the Township of North Huron

WHEREAS Section 296 (1) of the *Municipal Act*, S.O. 2001, c. 25, as amended, provides that a municipality shall appoint an auditor licensed under the *Public Accountant Act*, 2004, c.8, S.O. 2004;

AND WHEREAS Section 296(3) of the *Municipal Act*, S.O. 2001, c. 25, as amended, allows that an auditor of a municipality shall not be appointed for a term exceeding five years;

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

1. That the accounting firm Vodden, Bender & Seebach LLP is hereby appointed as Municipal Auditor for the Corporation of the Township of North Huron.
2. That the term of this appointment shall until December 31, 2019.
3. That this By-law takes effect upon the date of final passing.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 27-2018

Being a By-law to Appoint a Being a By-law to Appoint a Deputy Fire Chief – Administration
for the Fire Department of North Huron

WHEREAS the Council of the Corporation of the Township of North Huron has enacted a by-law to establish the Fire Department of North Huron;

AND WHEREAS the Subsection 6 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997 c. 4, requires that the council of a municipality that has established a fire department to appoint a fire chief for the fire department;

AND WHEREAS it is deemed necessary to appoint a Deputy Chief to act in the absence of the Fire Chief;

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

1. That Chad Kregar is hereby appointed as Deputy Chief – Administration of the Fire Department of North Huron.
2. That the Deputy Fire Chief shall be responsible in the absence of the Fire Chief for carrying out the duties contained in the *Fire Protection and Prevention Act, 1997*, and by-laws of the Council of the Township of North Huron that may be passed from time to time.
3. That By-law No. 75-2009 is hereby repealed.
4. That this By-law takes effect upon the date of final passing.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 28-2018

Being a By-law to Appoint a Being a By-law to Appoint a Deputy Fire Chief – Operations for
the Fire Department of North Huron

WHEREAS the Council of the Corporation of the Township of North Huron has enacted a by-law to establish the Fire Department of North Huron;

AND WHEREAS the Subsection 6 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997 c. 4, requires that the council of a municipality that has established a fire department to appoint a fire chief for the fire department;

AND WHEREAS it is deemed necessary to appoint a Deputy Chief to act in the absence of the Fire Chief;

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

1. That Matt Townsend is hereby appointed as Deputy Chief – Operations of the Fire Department of North Huron.
2. That the Deputy Fire Chief shall be responsible in the absence of the Fire Chief for carrying out the duties contained in the *Fire Protection and Prevention Act, 1997*, and by-laws of the Council of the Township of North Huron that may be passed from time to time.
3. That By-law No. 76-2009 is hereby repealed.
4. That this By-law takes effect upon the date of final passing.

READ A FIRST AND SECOND TIME THIS 19th DAY OF MARCH, 2018.

READ A THIRD TIME AND PASSED THIS 19th DAY OF MARCH, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 29-2018

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 March 19, 2018, 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 19th day of March, 2018.

READ A THIRD TIME AND FINALLY PASSED this 19th day of March, 2018.

Neil Vincent, Reeve

SEAL

Richard Al, Clerk