

THE TOWNSHIP OF NORTH HURON
COUNCIL AGENDA



Date: Monday, April 16, 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 hereby accept the Agenda for the April 16th, 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 be received for information.</i>	
4.1	Minutes	
4.1.1	Minutes of the Regular Council Meeting held April 3, 2018	9
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5.	PUBLIC MEETINGS/HEARINGS AND DELEGATIONS	
5.1	Laura Edgar, Sharlene Bolen, Lissa Kolkman - Friends of the Village of Blyth	82
5.2	John Graham, Veolia Water Canada - 2017 Annual Activities Review <i>THAT the Council of the Township of North Huron hereby receive the presentation of John Graham, Veolia Water Canada regarding 2017 Annual Activities Review for information;</i> <i>AND FURTHER, that Council receive the 2017 Annual and Summary Reports for the Blyth and Wingham Water Systems for information;</i> <i>AND FURTHER, that the 2017 Annual and Summary Reports be made available to the public free of charge and posted on the municipal website.</i>	107
6.	REPORTS	
6.1	Clerks Department	
6.1.1	Economic Development Committee Appointment <i>THAT the Council of the Township of North Huron hereby receive the report of the Clerk / Manager of IT, dated April 16, 2018 regarding an appointment to the North Huron Economic Development Committee;</i> <i>AND FURTHER, that Council adopts By-law 37-2018 which amends Schedule 'A' to By-law 103-2017 and appoints Grant Sparling (Manufacturing representative, Blyth Ward) to the Economic Development Committee;</i> <i>AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law 37-2018 to be passed at the April 16, 2018 Council meeting.</i>	170
6.1.2	Notice of Request for Drain Improvement - Rintoul Municipal Drain <i>THAT the Council of the Township of North Huron hereby receives the Notice of Request for Drain Improvement for the Rintoul Municipal Drain Branches K, F and I, as described in the request submitted by Gerrit and Maria Groen, 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>	172

6.1.3	Disposition of Surplus Property - Portion of 360 Josephine Street	177
	<i>THAT the Council of the Township of North Huron hereby declares Part 1 Lot 6 RP 22R-6630 to be surplus to the needs of the municipality;</i>	
	<i>AND FURTHER, that the Council of the Township of North Huron hereby authorizes the Clerk to proceed with the disposition of Part 1 Lot 6 RP 22R-6630 by advertising the disposition of said property as well as informing 909395 Ontario Inc. of Council's decision so that they may exercise their first right of refusal, if they so choose, as permitted by By-law No. 50-2008.</i>	
6.1.4	Draft Huron Natural Heritage Plan (HNHP)	180
6.2	Finance Department	
6.3	Recreation and Facilities Department	
6.3.1	Richard W. LeVan Airport Signage Policy	183
	<i>THAT the Council of the Township of North Huron hereby receives the report on the Richard W. LeVan Airport Signage Policy prepared by the Director of Recreation and Facilities, for information purposes;</i>	
	<i>AND FURTHER THAT Council adopts the Signage Policy as presented and directs the Clerk to prepare a by-law to authorize the Reeve and Clerk to sign the Richard W. LeVan Airport Signage Policy for the Township of North Huron;</i>	
	<i>AND FURTHER THAT staff are directed to include the recommended fee associated with the Richard W. Levan Airport Signage Policy during the next revision of the North Huron Fees and Charges By-law.</i>	
6.4	Public Works / Utilities Department	
6.5	Fire Department of North Huron	
6.6	Building Department	

6.7	CAO	
6.7.1	Shared Services - Fire Chief	189
	<i>That the Council of the Township of North Huron hereby receives the report of the CAO, dated April 16, 2018, regarding the sharing of a municipal Fire Chief and a municipal Fire Prevention Officer;</i>	
	<i>AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 38-2018 being an agreement between the Municipality of Huron East and the Township of North Huron for the sharing of Huron East’s Fire Chief;</i>	
	<i>AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 39-2018 appointing the Huron East Fire Chief as North Huron’s Fire Chief;</i>	
	<i>AND FURTHER, THAT the Council of the Township of North Huron authorize the Clerk and Reeve to sign By-law 40-2018 being a By-law to appoint Michael Roess as North Huron’s Fire Prevention Officer;</i>	
	<i>AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 41-2018 being an agreement between the Municipality of Huron East and the Township of North Huron for the sharing of North Huron’s Fire Prevention Officer;</i>	
	<i>AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-laws 38-2018; 39-2018; 40-2018 and 41-2018 to be passed at the April 16, 2018 Council meeting;</i>	
	<i>AND FURTHER, THAT Council directs the CAO to discontinue the hiring process for a full-time Fire Chief at this time.</i>	
6.7.2	Childcare Services Agreement	214
	<i>That the Council of the Township of North Huron hereby receives the report of the CAO, dated April 16, 2018, regarding a Childcare Services Agreement with the County of Huron;</i>	
	<i>AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 34-2018 being an agreement between the County of Huron and the Township of North Huron for childcare services;</i>	
	<i>AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law 34-2018 to be passed at the April 16, 2018 Council meeting.</i>	
7.	CORRESPONDENCE	

- 7.1 County of Huron Emergency Services, Public Access Defibrillator Program (PAD) 219
- THAT the Council of the Township of North Huron receives the correspondence from Jeff Horseman, County of Huron Emergency Services;*
- AND FURTHER, that Council hereby supports the request for financial assistance for the replacement of AED units at the North Huron Westcast Community Complex and the Blyth Arena using funds for this purpose included in the Wingham Defibrillator Reserve and the Blyth Defibrillator Reserve;*
- AND FURTHER, that staff are directed to forward this notice to the Belgrave Community Centre Board for consideration of the replacement of the AED unit at the Belgrave Community Centre;*
- AND FURTHER, that the Director of Finance is directed to make the necessary changes to the 2018 Draft Budget to include the transfer from reserves.*
- 7.2 Ernie Hardeman, M.P.P. Oxford - Call on Province for "Right to Approve" Landfill Development 220
- WHEREAS municipal government in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;*
- AND WHEREAS this out-dated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignore them;*
- AND WHEREAS municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities, and further that the province has recognized the value of municipal approval for the siting of power generation facilities;*
- AND WHEREAS the recent report from Ontario's Environment Commissioner has found that Ontario has a garbage problem, particularly from Industrial, Commercial and Institutional (ICI) waste generated within the City of Toronto, where diversion rates are as low as 15%;*
- AND WHEREAS municipalities across Ontario are quietly being identified and targeted as potential landfill sites;*
- AND WHEREAS municipalities should be considered experts in waste management, as they are responsible for this within their own communities, and often have decades' worth of in-house expertise in managing waste, recycling, and diversion programs;*
- AND WHEREAS municipalities should have the right to approve or reject these projects, and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;*
- THEREFORE BE IT RESOLVED THAT the Township of North Huron supports Bill 16, Respecting Municipal Authority Over Landfilling Sites Act introduced by MPP Ernie Hardeman and calls upon the Government of Ontario, and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities;*
- AND FURTHER THAT the Township of North Huron send a copy of this resolution to MPP Ernie Hardeman.*

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. 33-2018	221
	Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Memorandum of Understanding between the Township of North Huron and the Musical Muskrat Festival Committee.	
	<i>THAT By-law No. 33-2018; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Memorandum of Understanding between the Township of North Huron and the Musical Muskrat Festival Committee; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk, and engrossed in the By-law book.</i>	
10.2	By-law No. 34-2018	225
	Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Service Agreement with the County of Huron for the provision of child care and/or early years programs and services.	
	<i>THAT By-law No. 34-2018; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Service Agreement with the County of Huron for the provision of child care and/or early years programs and services; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk, and engrossed in the By-law book.</i>	
10.3	By-law No. 35-2018	247
	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 William Arnold Dawson for access and monitoring rights to the property located at 39601 Reid Road, Lot 39, Concession 12, East Wawanosh Ward.	
	<i>THAT By-law No. 35-2018; 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 William Arnold Dawson for access and monitoring rights to the property located at 39601 Reid Road, Lot 39, Concession 12, East Wawanosh Ward; 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. 36-2018	249
	Being a by-law to establish Remuneration and Expenses of Members of Council and to Repeal By-law 3-2010	

	<i>THAT By-law No. 36-2018; Being a by-law to establish Remuneration and Expenses of Members of Council and to Repeal By-law 3-2010; 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	<p>By-law No. 37-2018</p> <p>Being a by-law to amend Schedule 'A' Economic Development Committee Appointments of By-law 103-2017; Being a by-law to appoint members to the Corporation of the Township of North Huron Economic Development Committee.</p> <p><i>THAT By-law No. 37-2018; being a by-law to amend Schedule 'A' Economic Development Committee Appointments of By-law 103-2017; Being a by-law to appoint members to the Corporation of the Township of North Huron Economic Development Committee; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk, and be engrossed in the By-law book.</i></p>	251
10.6	<p>By-law No. 38-2018</p> <p>Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and the Municipality of Huron East to provide the services of a Fire Chief to the Township of North Huron.</p> <p><i>THAT By-law No. 38-2018; Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and the Municipality of Huron East to provide the services of a Fire Chief to the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i></p>	253
10.7	<p>By-law No. 39-2018</p> <p>Being a by-law to appoint a Fire Chief for the Township of North Huron.</p> <p><i>THAT By-law No. 39-2018; Being a by-law to appoint a Fire Chief for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i></p>	266
10.8	<p>By-law No. 40-2018</p> <p>Being a by-law to appoint a Fire Prevention Officer and Provincial Offences Officers for the Township of North Huron.</p> <p><i>THAT By-law No. 40-2018; Being a by-law to appoint a Fire Prevention Officer and Provincial Offences Officers for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i></p>	267
10.9	<p>By-law No. 41-2018</p> <p>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 the Municipality of Huron East to provide the services of a Fire Prevention Officer to the Municipality of Huron East.</p>	268

THAT By-law No. 41-2018; 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 the Municipality of Huron East to provide the services of a Fire Prevention Officer to the Municipality of Huron East; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

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 (i) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (Study);*
- Section 239 (2) (c) A proposed or pending acquisition or disposition of land by the municipality or local board (Blyth Property);*
- 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. 42-2018, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

278

THAT By-law 42-2018; 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: Tuesday, April 3, 2018
Time: 7:01 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Reeve Neil Vincent
Deputy Reeve James Campbell
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
OTHERS PRESENT: Kelsey Dunbar, Advance Times
Sandra Weber, Director of Planning, Huron County
Bruce Potter, BM Ross
Verna Steffler, Dixie-Lee Arbuckle, Joe Hallahan, Lou Cull

1. CALL TO ORDER

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

2. CONFIRMATION OF THE AGENDA

M162/18

MOVED BY: J. Campbell

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron; accept the Agenda for the April 3, 2018 Council Meeting; as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

4. CONSENT AGENDA

4.1 Minutes

4.1.1 Minutes of the Regular Council Meeting held March 19, 2018

4.1.2 Minutes of the North Huron Police Services Board Meeting held February 27, 2018

4.1.3 Minutes of the Wingham BIA Meeting held March 22, 2018

4.1.4 Minutes of the Health & Safety Committee Meeting held January 25, 2018

4.1.5 Minutes of the County of Huron Committee of the Whole Meeting Day 1 held March 14, 2018

4.1.6 Minutes of the County of Huron Committee of the Whole Meeting Day 2 held March 21, 2018

4.2 Reports

4.2.1 Bills and Accounts

4.2.2 Clerks Department Report 04-03-18 (Department Update)

4.2.3 Public Works Department Report 04-04-18 (Landfill Compactor Repairs)

4.2.4 CAO Report 04-03-18 (Activity Report)

4.3 Correspondence

4.3.1 AMO Policy Update - Canada-Ontario Infrastructure Bilateral Agreement released

4.3.2 AMO Policy Update - Speech from the Throne Delivered Today in the Legislature

4.3.3 AMO Policy Update - 2018 Provincial Budget

4.3.4 AMO Policy Update - One-Third Tax Free Exemption for Municipal Officials

4.3.5 2018 Premier's Award for Agri-Food Innovation Excellence

4.3.6 2018 Senior of the Year Award

4.3.7 Regulations related to the Local Planning Appeal Tribunal Act, 2017

M163/18

MOVED BY: B. Vodden

SECONDED BY: Y. Ritsema-Teeninga

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

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

CARRIED

5. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

5.1 Sandra Weber, Director of Planning, Huron County & Bruce Potter, BM Ross - Hutton Heights Property

Sandra Weber, Director of Planning, Huron County and Bruce Potter, BM Ross, delivered a presentation regarding a vacant parcel of land owned by the Township in Hutton Heights.

S. Weber provided an overview and background regarding the subject land in Hutton Heights.

S. Weber noted items to consider from a Planning perspective such as, if there is a need for competition in the housing market and whether there is enough demand for the additional lots in Hutton Heights.

B. Potter noted that BM Ross presented servicing information to Council in 2008 regarding the subject land.

B. Potter presented updated servicing information and noted that various options for the land could be considered by Council.

B. Potter provided cost estimates for the installation of external infrastructure noting that at approximately 185 units the cost would equate to roughly \$9,600 per lot.

B. Potter provided various ideas of how to this project could be funded should Council choose to proceed with development of the Hutton Heights property.

Discussion took place regarding development options for the Hutton Heights property.

Sandra Weber and Bruce Potter were thanked and departed the meeting at 7:38 pm.

6. REPORTS

6.1 Clerks Department

6.1.1 Cemetery Fee Structure Review

M164/18

MOVED BY: J. Campbell

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby receive the April 3, 2018 report of the Clerk/Manager of IT and Director of Public Works regarding Cemetery Fees Structure Review, for information purposes; AND FURTHER, that Council approves the proposed revisions to the Cemetery Fee Structure; AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law No. 30-2018 to be passed at the April 3, 2018 Council Meeting.

CARRIED

6.1.2 Council Remuneration By-law Review

Reeve Vincent departed the Chair at 7:58pm.

Deputy Reeve Campbell assumed the Chair at 7:58pm.

Deputy Reeve Campbell departed the Chair at 8:00pm.

Reeve Vincent assumed the Chair at 8:00pm.

M165/18

MOVED BY: T. Seip

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby receive the April 3, 2018 report of the Clerk/Manager of IT for information purposes; AND FURTHER, that Council directs the Clerk to prepare a revised by-law incorporating a monetary limit of \$2,500 per Councillor for conference/convention expenses and \$2,500 for a Council Training Fund.

CARRIED

6.2 Finance Department

6.2.1 Source Water Protection Funding Agreement Amendment No.4

M166/18

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance in regard to Amendment No. 4 under the Source Water Protection Funding Agreement for information purposes; AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow the By-law to be passed at the April 3, 2018 Council meeting;

AND FURTHER THAT the authority to execute this agreement be delegated to the Director of Finance.

CARRIED

6.3 Recreation and Facilities Department

6.3.1 North Huron Museum Report

Dwayne Evans, CAO, Pat Newson, Director of Recreation and Facilities, and Elizabeth French-Gibson, Senior Curator, Huron County Museum, delivered a presentation regarding the North Huron Museum.

Discussion took place regarding the North Huron Museum.

M167/18

MOVED BY: B. Knott

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby receives the report from the Director of Recreation and Facilities, dated April 3, 2018 regarding the North Huron Museum for information purposes,

AND FURTHER, that the Council of the Township of North Huron hereby declares that the North Huron Museum shall remain closed and the building will not be renovated;

AND FURTHER, that the Director of Recreation and Facilities is directed to prepare a report outlining next steps for the artifacts, museum programming, and the building itself.

CARRIED

M168/18

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby waive the fees associated with the Barn Dance lease of space within the North Huron Museum;

AND FURTHER, that the Barn Dance is permitted to continue to store their artifacts in the North Huron Museum until other arrangements are in place.

CARRIED

6.3.2 Concession Booth RFP

M169/18

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT the Council of the Township of North Huron hereby directs staff to issue a Request for Proposal for operations of the food booths at the Blyth and District Community Centre and the North Huron Westcast Community Complex.

CARRIED

6.3.3 Musical Muskrat Festival Memorandum of Understanding

M170/18

MOVED BY: B. Vodden

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby receives the report of the Director of Recreation and Facilities, dated April 3, 2018 regarding the Musical Muskrat Festival Memorandum of Understanding for information purposes;

AND FURTHER THAT Council directs the Clerk to prepare a by-law to authorize the Reeve and Clerk to sign a Memorandum of Understanding between the Township of North Huron and the Musical Muskrat Festival Committee.

CARRIED

M171/18

MOVED BY: B. Knott

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby supports the Musical Muskrat Festival Committee in making application to the LCBO for a Special Occasions Permit to hold a beer garden at Riverside Park and Libro Field in conjunction with their event from Friday, June 8 to Sunday, June 10, 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 11:00pm to 1:00am on the dates of Friday June 8, 2018 and Saturday June 9, 2018.

CARRIED

6.4 Public Works / Utilities Department

6.4.1 Access and Monitoring Agreement

M172/18

MOVED BY: J. Campbell

SECONDED BY: B. Vodden

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated April 3rd, 2018 regarding an access and monitoring agreement pertaining to offsite landfill groundwater monitoring, for information;

AND FURTHER THAT the Clerk be directed to prepare a By-law to enter into an agreement between the Township of North Huron and William Arnold Dawson for access and monitoring rights to the property located at 39601 Reid Road, Lot 39, Concession 12, East Wawanosh Ward.

CARRIED

6.4.2 Arthur Street Servicing Project

M173/18

MOVED BY: T. Seip

SECONDED BY: B. Knott

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated April 3rd, 2018 regarding the outcome of the Tender for the completion all works associated with the Arthur Street servicing project for information;

AND FURTHER THAT the Clerk be directed to prepare a By-law to enter into an agreement between the Township of North Huron and Lavis Contracting Co. Limited in the amount of \$451,998.⁹⁰ plus applicable taxes.

CARRIED

6.4.3 Pre-Budget Approval Request - Calcium Chloride

M174/18

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated April 3rd, 2018 regarding a proposed calcium chloride purchase for 2018 for information;

AND FURTHER THAT pre-budget approval be awarded to Da-Lee Dust Control for the provision of 375,000 liters of calcium chloride for dust control purposes at a total cost of \$76,875.⁰⁰ plus applicable taxes.

CARRIED

6.4.4 Pre-Budget Approval Request - Gravel Tender

M175/18

MOVED BY: B. Knott

SECONDED BY: B. Vodden

*THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated April 3rd, 2018 regarding the procurement of maintenance gravel for 2018 for information;
AND FURTHER, THAT pre-budget approval be given for the crushing, loading, hauling, and spreading of maintenance aggregate.
AND FURTHER, THAT the Director of Public Works be authorized to proceed with a tender for the crushing, loading, hauling, and spreading of maintenance aggregate.*

CARRIED

6.5 Fire Department of North Huron

6.6 Building Department

6.7 CAO

6.7.1 Respect in the Workplace (Harassment and Violence)

M176/18

MOVED BY: B. Vodden

SECONDED BY: J. Campbell

*THAT the Council of the Township of North Huron hereby receive the March 12, 2018 Report of the CAO regarding Respect in the Workplace Policy Updates for information purposes;
AND FURTHER, that the Council of the Township of North Huron hereby approves the attached amendments to Respect in the Workplace Policy Number B-4.2.*

CARRIED

7. CORRESPONDENCE

8. COUNCIL REPORTS

8.1 REEVE ACTIVITY REPORT

Reeve Vincent noted receiving more reports from the public regarding inaccurate and/or fake news.

Reeve Vincent noted attending promising meetings regarding potential physician recruitment.

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

8.2.1 Councillor Vodden - Blyth Snow Removal

Discussion took place regarding the notice of motion and suggested revisions to the wording of the motion which would more accurately capture the areas in question.

M177/18

MOVED BY: B. Vodden

SECONDED BY: B. Knott

Whereas the former Village of Blyth had a snow removal policy of ensuring full access to downtown places of business for every business day; and Whereas this policy was maintained for the Blyth Ward for several years after amalgamation of North Huron; and

Whereas the present snow removal policy of scheduled snow removal results in as many as three days a week in which passengers, people with mobility issues, and others are unable to gain reasonable access to the stores and offices which they need to visit.

Now therefore be it resolved that staff are requested to prepare a report regarding the North Huron snow removal policy as it relates to Queen Street on the east side from Wellington Street north to Drummond Street and on the west side from Wellington Street north to Westmoreland Street in Blyth, addressing access to stores and offices for all business days, by eliminating the snow banks along the curbs and sidewalks, and at the intersections prior to the beginning of each business day.

DEFEATED

8.3 REQUESTS BY MEMBERS

9. NOTICE OF MOTION

10. BY-LAWS

10.1 By-law No. 30-2018

Being a by-law to amend Schedule 'D' Tariff of Rates for North Huron Cemeteries to By-law No. 113-2017; Being a By-law to Establish Fees and Charges for the Township of North Huron.

M178/18

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT By-law No. 30-2018; Being a by-law to amend Schedule 'D' Tariff of Rates for North Huron Cemeteries to 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 engrossed in the By-law book.

CARRIED

10.2 By-law No. 31-2018

Being a by-law to authorize designated officials to sign, on behalf of Council, Amendment No. 4 to a Grant Funding Agreement between the Corporation of the Township of North Huron and Her Majesty The Queen In Right of Ontario as represented by the Ministry of the Environment, Source Protection Programs Branch.

M179/18

MOVED BY: B. Knott

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law No. 31-2018; Being a by-law to authorize designated officials to sign, on behalf of Council, Amendment No. 4 to a Grant Funding Agreement between the Corporation of the Township of North Huron and Her Majesty The Queen In Right of Ontario as represented by the Ministry of the Environment, Source Protection Programs Branch; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.

CARRIED

11. ANNOUNCEMENTS**12. OTHER BUSINESS****13. CLOSED SESSION AND REPORTING OUT****M180/18**

MOVED BY: B. Knott

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron hereby proceeds at 10:06 pm. to an In-Camera Session (Closed to the Public) to discuss the following:

- *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)*

CARRIED

M181/18

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 10:16 pm.

CARRIED

M182/18

MOVED BY: T. Seip

SECONDED BY: J. Campbell

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 received an update regarding Fire Department personnel.

14. CONFIRMATORY BY-LAW

- 14.1 By-law No. 32-2018, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

M183/18

MOVED BY: T. Seip

SECONDED BY: Y. Ritsema-Teeninga

THAT By-law 32-2018; 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.

CARRIED

15. ADJOURNMENT

M184/18

MOVED BY: J. Campbell

SECONDED BY: T. Seip

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 10:17 pm.

CARRIED

Neil Vincent, Reeve

Richard Al, Clerk

North Huron Economic Development Committee
Minutes
March 1, 2018

Attendees: Glen Manjin, Wingham BIA Representative
Karen Stewart, Blyth BIA Representative
Rebecca Rathwell, Centre for Employment and Learning
Dave Tiffin
Murray Simpson
Grant Sparling
Councillor Knott
Councillor Seip
Gil Garratt, Blyth Festival (part of the meeting)
Rachael King, Blyth Festival (part of the meeting)
Heather Boa, Blyth Festival (part of the meeting)
Deb Sholdice, General Manager, North Huron Publishing
Heather Fraser, North Huron Publishing
Rhonda Long, Day Tripping in Southern Ontario
Harry Shinder, Huron County Consultant
Dwayne Evans, CAO
Amanda Piskorski, Assistant to the CAO

Absent:

CAO Evans called the meeting to order at 12:09 p.m., welcomed and thanked everyone for attending. New attendees were introduced.

- 2.0 MOTION:
THAT the North Huron Economic Committee; accept the Agenda for the March 1, 2018 Committee Meeting.

Moved by: Karen Stewart
Seconded by: Trevor Seip

CARRIED

- 3.0 MOITION:
THAT the North Huron Economic Committee; accepts the minutes from the Economic Committee held on February 1, 2018 and the Huron County Economic Development Special Board Meeting held on January 29, 2018.

Moved by: Bill Knott
Seconded by: Glen Manjin

CARRIED

- 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 Gil Garratt, Artistic Director and Rachael King, General Manager, Blyth Festival Presentation

Gil and Rachael from the Blyth Festival, presented their PowerPoint that was presented to North Huron Council on February 5, 2018. The presentation was well received by the committee. The presentation detailed the partnership between the Blyth Festival and North Huron to promote and advertise the municipality. There was a suggestion that the Economic Development Committee could do the same and market themselves through a partnership with the festival.

6.2 Deb Sholdice, The Citizen, General Manager and Heather Fraser, The Citizen, Advertising Sales Presentation

Deb explained that The Citizen would like to continue working with the Township on three areas; brand awareness, public notices and tourism marketing. She explained that the Committee could explore more options to advertise, by adding immigration and Economic Development marketing into their plan.

Deb emphasized that newspapers are not a thing of the past. It is still important to have physical versions available to the public; more eyes are able to see them and they are around much longer. Digital marketing from The Citizen for 2018 has had some improvements. The Citizen has a new partnership with City Media that allows customers to take their marketing digital and searchable on the web. The searchable capabilities is provided free to individuals and businesses who use The Citizen's services.

After an extensive discussion the Economic Development committee decided that it would be beneficial to get more information and develop a marketing plan. The establishment of a subcommittee was suggested.

After some discussion;

Moved by: Trevor Seip

Seconded by: Karen Stewart

MOTION:

THAT the North Huron Economic Committee establish a marketing subcommittee;

AND FURTHER, THAT, that Councillor Trevor Seip, CAO Dwayne Evans, North Huron Clerical/Marketing Assistant Denise Lockie and Director of Recreation and Facilities, Pat Newson be appointed to the subcommittee and work with Deb Sholdice and Heather

Fraser from The Citizen, to develop marketing strategies and bring back a report to the Committee on how to proceed with advertising.

CARRIED

6.3 Rhonda Long, Daytripping, Advertising Sales Presentation

Rhonda advised that she previously worked with the Economic Development Officer at the Township on advertisements in the Daytripping Magazine. Their focus is to promote buy local, shop local and eat local. They would like to continue to provide services to North Huron. The Committee suggested publications such as the Daytripping Magazine be considered as part of the marketing strategy.

6.4 Update from Glen Manjin on Employer Roundtable #2

Glen Manjin provided an update on the Huron County Economic Development Board Roundtable meeting he attended. The event was hosted by Chris Watson from the County of Huron. The Roundtable meeting was a follow up discussion on the success, or not, of the County job fair held in London.

Glen reported that employers were very satisfied with the job fair and many interviews took place in small break out rooms with mini interviews. Many volunteers at the County level were in attendance. Employers were impressed with the worthwhile venture however, it was noted that not a lot of hiring took place. At the Roundtable event there was a lot of discussion about how to get new hires from London to their potential places of employment. At the Roundtable event, employers were working together to bring new ideas to the table. One idea mentioned was the option of renting a bus to transport employees to their places of employment. It was noted that from London to Exeter the cost would be \$22 for a round trip. There was a proposal to the County to pay for the purchase of a bus. Glen commented that the employers in attendance were determined to find a solution to the travel problem.

The Committee discussed how the Town of Minto transports employees using this method. The purchase/renting of a bus would be the short-term fix; a more permanent resolution would be finding the employees housing options. Two North Huron employers are reaching out to the labour pool through the radio in hopes of finding employees for the positions they have available.

6.5 Vicki Lass, OMAFRA, F.E. Madill Project

Vicki was unable to attend. Deferred to next meeting.

7.0 CORRESPONDENCE

7.1 Libro Prosperity Fund, Sponsorships & Donations

CAO Evans explained that after the recent Wingham BIA Annual General Meeting there was a discussion regarding the Libro Prosperity Fund. It was suggested two applications be submitted by the Township to launch an economic development program called, "In It to Win It-North Huron". This program would replicate the "Win This Space" concept which has been successful in neighbouring communities such as Minto, Huron East and Listowel. The proposal presented was to submit a funding application to the Wingham Libro Branch for Wingham and a second proposal to the Clinton Libro Branch for Blyth. If successful Libro would support the program by granting \$10,000 for each program. Through the Huron Community Futures Program, a consultant would be hired to facilitate the program. The consultant would work a day to a day and a half a week, on average. The proposal, as presented, includes \$10,000 from the Township's Economic Development Budget (\$5,000 to support each of the applications). Pre-budget approval from Council would be required.

There was a lot of positive energy and support for the program. Community members agreed that there is not just one winner. Everyone who participates in the program is a winner with the experience and skills they would gain.

After some discussion;

Moved by: Councillor Knott
Seconded by: Murray Simpson

MOTION:

THAT the North Huron Economic Development Committee recommends the Council of the Township of North Huron support the Libro Credit Union Prosperity Fund Applications;

AND FURTHER, that the North Huron Economic Development Committee recommends the Council of the Township of North Huron grant pre-budget approval of \$10,000 from the economic development budget to support the Libro Credit Union Growing Prosperity Funding applications (\$5,000 towards each application).

CARRIED

7.2 Economic Strategic Plan – Status Update

Deferred to next meeting.

7.3 Tourism Strategy, Workforce Attraction and Retention Strategy, Ag Strategy

Deferred to next meeting.

7.4 Blyth Tourism Destination Report

CAO Evans reports RTO4 held a launch party of the Blyth Tourism Destination Report. At the launch it was announced that RTO4 has established three project categories with funding attached. The funding requires matching dollars and applications are due by March 31, 2018.

CAO Evans also reminds the committee that OMAFRA has announced and made funding available to municipalities for downtown revitalization projects. North Huron has been allocated approximately \$40,000. Further details on the funding program will be announced shortly by OMAFRA. Within the parameters and guidelines of the program, North Huron will need to consider how to allocate the money. More information will be provided as it becomes available.

7.5 Ontario BIA Association

Received for Information

7.6 Huron Chamber of Commerce, Volume 111 January 2018

Received for Information

8. DISCUSSION

8.1 The committee agreed that they need to develop strategies and a budget to be able to effectively assign and tackle issues.

Moved by: Murray Simpson

Seconded by: Glen Marjin

MOTION:

THAT the North Huron Economic Development Committee dedicate one hour at the April 5th 2018 meeting to discuss committee priorities.

CARRIED

8.1 Litter Bags for Festival

CAO Evans reports that he has been contacted by the Township's Recreational Department about whether the Township will be purchasing little promotional bags for distribution at festival events in the Blyth campground. The little bags cost around \$1,350.00 plus taxes and get distributed at the Threshers Reunion and the Barn Dance festival. After some discussion, it was decided this strategy of marketing is not effective and not a good use of promotional dollars.

Moved by: Dave Tiffin

Seconded by: Councillor Knott

MOTION:

THAT the North Huron Economic Development Committee discontinue the litter bag promotional program.

CARRIED

8.3 Regional Tourism Organization

Each Regional Tourism Organization is an independent, industry-led and not-for-profit and each provides leadership and coordination to support competitive and sustainable tourism regions.

It was discussed at the committee that staff will bring back templates of Goderich and Exeter's Community Improvement Plan.

9. NEXT MEETING

Thursday, April 5, 2018 at 12:00 p.m. Belgrave Community Centre.

10. ADJOURMENT

Moved by: Glen Manjin

Seconded by: Councillor Seip

MOTION:

THAT the North Huron Economic Development Committee agree that there being no further business the Committee; the meeting be hereby adjourned at 2:15 p.m.

CARRIED

**MINUTES OF THE NORTH HURON
POLICE SERVICES BOARD MEETING**

Date: Tuesday, March 20, 2018
Time: 7:00 pm
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Trevor Seip
Yolanda Ritsema-Teeninga
Joan van der Meer
Kathy Adams
STAFF PRESENT: Tim Poole, Police Chief
Richard Al, Secretary
OTHERS PRESENT: Greg Stewart, Solicitor

1. CALL TO ORDER

Chair Seip called the meeting to order at 7:00 pm.

2. ACCEPT OR AMEND AGENDA

PSB25/18

MOVED BY: Kathy Adams

SECONDED BY: Yolanda Ritsema-Teeninga

THAT the North Huron Police Services Board hereby accept the Agenda for the March 20, 2018 Police Services Board Meeting, as presented.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

None noted.

4. MINUTES OF THE PREVIOUS MEETING

PSB26/18

MOVED BY: Kathy Adams

SECONDED BY: Joan van der Meer

THAT the North Huron Police Services Board hereby adopts the Minutes of the Police Services Board Meeting held February 27, 2018; as presented.

CARRIED

5. DELEGATIONS / PETITIONS / INVITED GUESTS

None in attendance.

6. BUSINESS ARISING FROM THE MINUTES

None noted.

7. POLICE CHIEF'S REPORT

7.1 DEPARTMENT UPDATE - MARCH 2018

Wingham Police Chief, Tim Poole presented details of the Police Chief's Report for March 2018.

T. Poole noted that during February 2018 the Wingham Police responded to 117 calls, one of which was assisting OPP in their area.

T. Poole noted that the crime statistics are attached to his written report for review and that roof repairs to the Wingham Police Station still ongoing.

T. Poole noted that the Township facilities staff have taken over cleaning the Police Station and they are doing a great job.

T. Poole noted meeting with Anishinabek Police to discuss the current policing model used by Wingham Police and to determine if it is something that can be adapted to First Nations Policing.

T. Poole noted attending the OACP Zone 5 meeting on March 8th.

T. Poole noted that Duane Sprague has offered to attend a Police Services Board meeting to have a pre-inspection visit in closed session.

Discussion took place regarding the offer to have Mr. Sprague attend a PSB meeting. The Chief will make arrangements to set up a date for the pre-inspection visit.

PSB27/18

MOVED BY: Joan van der Meer

SECONDED BY: Yolanda Ritsema-Teeninga

THAT the North Huron Police Services Board hereby approves the Police Chief's Report for March 2018; as presented.

CARRIED

8. TREASURY REPORT

8.1 BILLS & ACCOUNTS

Police (2200) \$9,798.01

Police Station (2210) \$1,261.44

Total \$11,059.45

Chair Seip inquired regarding the agreement for dispatch services with the Owen Sound Police Services Board.

Chair Seip inquired regarding the invoice from Mark's Brothers Auto Body.

PSB28/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Joan van der Meer

THAT the North Huron Police Services Board hereby authorizes and approves payment of the Bills and Accounts in the total amount of \$11,059.45 for the period ending March 16, 2018.

CARRIED

9. BY-LAWS AND POLICIES FOR CONSIDERATION

None for consideration.

10. CORRESPONDENCE

10.1 OAPSB

10.1.1 OAPSB Presentation at the Standing Committee on Justice Policy

10.1.2 New Release - OAPSB applauds passage of Safer Ontario Act

10.1.3 Invitation - Planning, Design, and Construction of Police Facilities Course
(Niagara Regional Police Service)

10.1.4 OAPSB Status Update - Bill 175

10.2 Ministry of Community Safety and Correctional Services

10.2.1 All Chiefs Memo - 18-0015 - New Ontario Major Case Management Manual

10.2.2 All Chiefs Memo - 18-0016 - Recent Supreme Court Decision: R. v. G.T.D

10.2.3 All Chiefs Memo - 18-0017 - 12th Annual Ontario Domestic Violence Coordinators Network (ODVCN) Training Conference, Ontario Police College: March 27 – 29, 2018

10.2.4 All Chiefs Memo - 18-0018 - Follow Up: New Ontario Major Case Management Manual

10.2.5 All Chiefs Memo - 18-0019 - Streamlining Driver Licence Returns for Administrative Roadside Suspensions Submitted through SIMS

10.2.6 All Chiefs Memo - 18-0020 - All Chiefs Memo 2018-0020-Basic Constable Training Program – Police Service Requests for Positions for May 2 – June 26, 2018 Intake

PSB29/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Kathy Adams

THAT the North Huron Police Services Board hereby directs that the correspondence be ordered, read and filed.

CARRIED

11. NEW BUSINESS

None noted.

12. BOARD MEMBERS' INQUIRIES & REPORTS

None noted.

13. PUBLIC GALLERY QUESTIONS AND / OR COMMENTS

None noted.

14. IN CAMERA SESSION

PSB30/18

MOVED BY: Joan van der Meer

SECONDED BY: Yolanda Ritsema-Teeninga

THAT the North Huron Police Services Board hereby proceeds at 7:13 pm to an In Camera Session (Closed to the Public) pursuant to Section 35 (4) of the Police Services Act, to discuss matters that are of the opinion fall under either:

(a) matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public; or
(b) intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principal that proceedings be open to the public, R.S.O. 1990, C. p 15, S.35.

CARRIED

PSB31/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Joan van der Meer

THAT the North Huron Police Services Board hereby moves out of Closed Session at 8:49 pm and returns to open session.

CARRIED

PSB32/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Kathy Adams

THAT the North Huron Police Services Board hereby directs the Chair to prepare an RFP for a Human Resources firm to assist with the recruitment process of a Police Chief for the Wingham Police Service.

CARRIED

PSB33/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Kathy Adams

THAT the North Huron Police Services Board hereby directs the Vice-Chair to follow up on the code of conduct complaint as per the direction provided by the solicitor.

CARRIED

15. NEXT MEETING

April 10, 2018 at 7:30 pm in the Township of North Huron Council Chambers.

16. ADJOURNMENT

PSB34/18

MOVED BY: Kathy Adams

SECONDED BY: Yolanda Ritsema-Teeninga

THAT there being no further business before the North Huron Police Services Board, the meeting be hereby adjourned at 8:52 p.m.

CARRIED

Trevor Seip, Chair

Richard Al, Secretary

MINUTES OF THE NORTH HURON POLICE SERVICES BOARD
SPECIAL MEETING

Date: Tuesday, March 27, 2018
Time: 7:32 p.m.
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

MEMBERS PRESENT: Trevor Seip
Yolanda Ritsema-Teeninga
Joan van der Meer
Bill Gregoriadis
Kathy Adams
STAFF PRESENT: Tim Poole, Police Chief
Richard Al, Secretary

1. CALL TO ORDER

Chair Seip called the meeting to order at 7:32 pm.

2. ACCEPT OR AMEND AGENDA

PSB35/18

MOVED BY: Bill Gregoriadis

SECONDED BY: Kathy Adams

THAT the North Huron Police Services Board hereby accept the Agenda for the March 27, 2018 Special Meeting of the North Huron Police Services Board, as presented.

CARRIED

3. DISCLOSURE OF PECUNIARY INTEREST

None disclosed.

4. IN CAMERA SESSION

PSB36/18

MOVED BY: Joan van der Meer

SECONDED BY: Bill Gregoriadis

THAT the North Huron Police Services Board hereby proceeds at 7:33 pm to an In Camera Session (Closed to the Public) pursuant to Section 35 (4) of the Police Services Act, to discuss matters that are of the opinion fall under either:

(a) matters involving public security may be disclosed and, having regard to the circumstances, the desirability of avoiding their disclosure in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public; or
(b) intimate financial or personal matters or other matters may be disclosed of such a nature, having regard to the circumstances, that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principal that proceedings be open to the public, R.S.O. 1990, C. p 15, S.35.

CARRIED

PSB37/18

MOVED BY: Yolanda Ritsema-Teeninga

SECONDED BY: Kathy Adams

THAT the North Huron Police Services Board hereby moves out of Closed Session at 9:22 pm and returns to open session.

CARRIED

PSB38/18

MOVED BY: Bill Gregoriadis

SECONDED BY: Joan van der Meer

THAT the North Huron Police Services Board hereby confirms the direction provided to the Police Chief, during the In Camera session.

CARRIED

5. ADJOURNMENT

PSB39/18

MOVED BY: Bill Gregoriadis

SECONDED BY: Yolanda Ritsema-Teeninga

THAT there being no further business before the North Huron Police Services Board, the meeting be hereby adjourned at 9:23 pm.

CARRIED

Trevor Seip, Chair

Richard Al, Secretary

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 044755 Date 04/06/2018 Amount 1,270.14				
004798 MADISON MACLEAN	01	04/06/2018	APRIL 5 PAYROLL	1,270.14
		Invoice Count	1 Total	1,270.14
Cheque 044756 Date 04/13/2018 Amount 50.00				
000057 BELGRAVE COMMUNITY CENTRE BD	10	04/05/2018	EC DEV- MEETING	50.00
		Invoice Count	1 Total	50.00
Cheque 044757 Date 04/13/2018 Amount 234.87				
001590 CINTAS CANADA LTD	6518766133	03/23/2018	ARENA B- MATS	161.87
001590 CINTAS CANADA LTD	6518770274	04/06/2018	ESTC- MATS	73.00
		Invoice Count	2 Total	234.87
Cheque 044758 Date 04/13/2018 Amount 150.00				
003278 COLLEGE OF EARLY CHILDHOOD EDUCATION	2018-48316	04/10/2018	DAY CARE-MEMBERSHIP REIMBURSEMENT	150.00
		Invoice Count	1 Total	150.00
Cheque 044759 Date 04/13/2018 Amount 749.85				
004799 CREATIVE ELEMENTS	201804	03/23/2018	ADMIN- PROFESSIONAL FEE	749.85
		Invoice Count	1 Total	749.85
Cheque 044760 Date 04/13/2018 Amount 2,373.00				
002663 DB PERKS & ASSOCIATES LTD	147707	02/27/2018	AQUATICS- DELUXE TOT DOCK	2,373.00
		Invoice Count	1 Total	2,373.00
Cheque 044761 Date 04/13/2018 Amount 905.23				
000885 DEAN'S VALU-MART	642-7550	01/01/2018	AQUATICS- SLAB CAKE	62.99
000885 DEAN'S VALU-MART	641-5173	03/23/2018	EARLY ON- SUPPLIES	18.49
000885 DEAN'S VALU-MART	641-3973	03/26/2018	BA-MR- FOOD SUPPLIES	175.71
000885 DEAN'S VALU-MART	641-4006	03/26/2018	EL- FOOD SUPPLIES	67.43
000885 DEAN'S VALU-MART	641-6933	03/27/2018	DAY CARE- FOOD SUPPLIES	29.96
000885 DEAN'S VALU-MART	641-4637	03/29/2018	DAY CARE- FOOD SUPPLIES	293.01
000885 DEAN'S VALU-MART	641-5122-2018	04/03/2018	BA-MR- FOOD SUPPLIES	157.06
000885 DEAN'S VALU-MART	641-5167	04/03/2018	EL- FOOD SUPPLIES	82.01
000885 DEAN'S VALU-MART	641-9707	04/04/2018	DAY CARE- FOOD SUPPLIES	18.57
		Invoice Count	9 Total	905.23
Cheque 044762 Date 04/13/2018 Amount 260.79				
004800 EQUINOX ENVIRONMENTAL	149795	03/09/2018	PARKS W- FLOWERBOX PARK	260.79
		Invoice Count	1 Total	260.79
Cheque 044763 Date 04/13/2018 Amount 2,811.16				
004746 GALLAGHER MCDOWALL ASSOCIATES	7710	03/31/2018	ADMIN- PAY EQUITY REVIEW	2,811.16
		Invoice Count	1 Total	2,811.16
Cheque 044764 Date 04/13/2018 Amount 253.49				

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004698 HENSALL DISTRICT CO-OP	PE416959	03/31/2018	PW- FUEL	253.49
		Invoice Count	1 Total	253.49
Cheque 044765	Date 04/13/2018	Amount	32,478.00	
004628 HORIZON SOLUTIONS	SAA08225	03/20/2018	MEM HALL- LIGHTING AND AI	32,478.00
		Invoice Count	1 Total	32,478.00
Cheque 044766	Date 04/13/2018	Amount	655.00	
000282 HURON CTY ROAD SUPERVISORS ASS	4-4-2018	04/04/2018	2018 MEMBERSHIP- HCRSA	655.00
		Invoice Count	1 Total	655.00
Cheque 044767	Date 04/13/2018	Amount	67.20	
004586 JOHNSON PLASTIC WELD	11	03/26/2018	PW- REPAIR WATER TANK	67.20
		Invoice Count	1 Total	67.20
Cheque 044768	Date 04/13/2018	Amount	22.88	
003518 LISA TERAA	3-29-2018	03/29/2018	BA-MR- SUPPLIES	22.88
		Invoice Count	1 Total	22.88
Cheque 044769	Date 04/13/2018	Amount	406.80	
003768 MARK KIRKBY	3-23-2018	03/23/2018	POLICE- FIREARM TRAINING	406.80
		Invoice Count	1 Total	406.80
Cheque 044770	Date 04/13/2018	Amount	4,857.84	
004634 MCDONAGH INSURANCE BROKERS LT	85518	04/04/2018	AIRPORT INSURANCE	4,857.84
		Invoice Count	1 Total	4,857.84
Cheque 044771	Date 04/13/2018	Amount	971.80	
004577 MCDONALD HOME HARDWARE BUILDI	2311946	03/27/2018	PW- 6 X6 SIGN POSTS	971.80
		Invoice Count	1 Total	971.80
Cheque 044772	Date 04/13/2018	Amount	23,961.07	
000431 MINISTER OF FINANCE	14200318132	03/16/2018	CREDIT FOR 2017- OPP BILLI	-2,952.93
000431 MINISTER OF FINANCE	14090318137	03/31/2018	POLICE- FEBRUARY OPP BIL	26,914.00
		Invoice Count	2 Total	23,961.07
Cheque 044773	Date 04/13/2018	Amount	2,252.60	
003138 OWEN SOUND POLICE SERVICES	3454-18	03/16/2018	POLICE- MARCH DISPATCH S	2,252.60
		Invoice Count	1 Total	2,252.60
Cheque 044774	Date 04/13/2018	Amount	89.83	
001314 PETTY CASH-WINGHAM EARLY YRS	338354	04/04/2018	EARLY ON- PETTY CASH	89.83
		Invoice Count	1 Total	89.83
Cheque 044775	Date 04/13/2018	Amount	2.24	

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004609 RADAR AUTO PARTS- BRUSSELS	5341-220724	03/13/2018	PW- HEX NUT	2.24
			Invoice Count 1 Total	2.24
Cheque 044776 Date 04/13/2018 Amount 33.84				
000508 RX DRUG MART I.D.A.	11253	01/01/2018	DAY CARE- HAND SANITIZER	33.84
			Invoice Count 1 Total	33.84
Cheque 044777 Date 04/13/2018 Amount 46.20				
000699 WINGHAM ADVANCE TIMES	3-21-2018	03/21/2018	REC - 12 MONTH SUBSCRIPT	46.20
			Invoice Count 1 Total	46.20
Report Total				74,903.83

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 004910 Date 04/13/2018 Amount 13.56				
000100 CANADA POST CORPORATION	9646431119	02/26/2018	WATER- E-POST BILLING	0.90
000100 CANADA POST CORPORATION	9469575056	04/03/2018	WATER- E-POST BILLING	12.66
Invoice Count 2 Total				13.56
Cheque 004911 Date 04/13/2018 Amount 35,988.18				
001634 VEOLIA WATER CANADA INC	90144000-W	03/24/2018	WATER- FEBRUARY SERVICE	35,988.18
Invoice Count 1 Total				35,988.18
Report Total				36,001.74

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 003438 Date 04/13/2018 Amount 237.30				
000011 AIR LIQUIDE CANADA INC	68200081	04/01/2018	SEWER- CYLINDER LEASE	237.30
		Invoice Count	1 Total	237.30
Cheque 003439 Date 04/13/2018 Amount 2,375.05				
000073 B M ROSS AND ASSOCIATES LTD	14500	03/12/2018	SEWER- REVIEW SEWR CCT	2,375.05
		Invoice Count	1 Total	2,375.05
Cheque 003440 Date 04/13/2018 Amount 550.88				
000113 CARSON SUPPLY	S1513650.001	03/26/2018	SEWER- CAST IRON SEWER	550.88
		Invoice Count	1 Total	550.88
Cheque 003441 Date 04/13/2018 Amount 361.60				
000629 MORAN MECHANICAL AND ELECTRICAL	102019-S	03/26/2018	SEWER- SEWER MACHINE FF	361.60
		Invoice Count	1 Total	361.60
Cheque 003442 Date 04/13/2018 Amount 23,992.14				
001634 VEOLIA WATER CANADA INC	90144000-S	03/24/2018	SEWER- FEBRUARY CONTRA	23,992.14
		Invoice Count	1 Total	23,992.14
Report Total				27,516.97

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 001095 Date 04/03/2018 Amount 17,515.58				
003888 EQUITABLE LIFE OF CANADA	4-1-2018	04/01/2018	APRIL 2018 REMITTANCE	17,515.58
			Invoice Count 1 Total	17,515.58
Cheque 001096 Date 04/03/2018 Amount 112.42				
000294 HYDRO ONE NETWORKS INC	February 2018-3303	03/12/2018	477 KWH- LANDFILL	112.42
			Invoice Count 1 Total	112.42
Cheque 001097 Date 04/03/2018 Amount 23.73				
000665 UNION GAS LIMITED	February 2018-1186	03/14/2018	0 M3- 425 MILL ST	23.73
			Invoice Count 1 Total	23.73
Cheque 001098 Date 04/03/2018 Amount 2,707.67				
000687 WESTARIO POWER INC.	2103831338	03/13/2018	4519 KWH- DAY CARE	507.22
000687 WESTARIO POWER INC.	2103831342	03/13/2018	3521 KWH- LIBRARY	403.29
000687 WESTARIO POWER INC.	2103831343	03/13/2018	15056.7 KWH -TOWN HALL/PC	1,604.33
000687 WESTARIO POWER INC.	2103831347	03/13/2018	1308 KWH- JOS ST ST LIGHTS	167.51
000687 WESTARIO POWER INC.	300251713	03/15/2018	0 KWH- PARK DR BALL PARK	25.32
			Invoice Count 5 Total	2,707.67
Cheque 001099 Date 04/05/2018 Amount 1,153.66				
000657 TOWNSHIP OF NORTH HURON WATER	180486	03/14/2018	BLYTH CC- WATER/SEWER	1,153.66
			Invoice Count 1 Total	1,153.66
Cheque 001100 Date 04/09/2018 Amount 379.26				
000053 BELL MOBILITY	3-8-2018	03/08/2018	POLICE- CELL PHONES	379.26
			Invoice Count 1 Total	379.26
Cheque 001101 Date 04/09/2018 Amount 2,116.48				
000294 HYDRO ONE NETWORKS INC	February 2018-0523	03/20/2018	10998 KWH- BLYTH STREETL	2,116.48
			Invoice Count 1 Total	2,116.48
Cheque 001102 Date 04/09/2018 Amount 46,525.23				
000535 RECEIVER GENERAL FOR CANADA	4-5-2018 PT	04/05/2018	PT PAYROLL REMITTANCE	9,271.64
000535 RECEIVER GENERAL FOR CANADA	4-5-2018-FT	04/05/2018	FT PAYROLL REMITTANCE	37,253.59
			Invoice Count 2 Total	46,525.23
Cheque 001103 Date 04/09/2018 Amount 5,176.92				
000665 UNION GAS LIMITED	February 2018-0458	03/19/2018	10738 M3- COMPLEX	3,310.48
000665 UNION GAS LIMITED	February 2018-4108	03/19/2018	1962 M3-TOWN HALL GAS	605.14
000665 UNION GAS LIMITED	February 2018-5109	03/19/2018	490 M3- POLICE STATION GA	170.59
000665 UNION GAS LIMITED	February 2018-5340	03/19/2018	835 M3- LIBRARY	272.34
000665 UNION GAS LIMITED	February 2018-5467	03/19/2018	927 M3- DAY CARE	285.06
000665 UNION GAS LIMITED	February 2018-7408	03/19/2018	1815 M3-445 JOSEPHINE ST	533.31
			Invoice Count 6 Total	5,176.92
Cheque 001104 Date 04/09/2018 Amount 8,155.56				

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000687 WESTARIO POWER INC.	300251766	03/19/2018	38266 KWH- WINGHAM STRE	8,155.56
		Invoice Count	1 Total	8,155.56
Cheque 001105	Date 04/10/2018	Amount	764.05	
000665 UNION GAS LIMITED	February 2018-8454	03/21/2018	1343 M3- FIRE W GAS	401.41
000665 UNION GAS LIMITED	February 2018-9991	03/21/2018	1205 M3- MUSEUM GAS	362.64
		Invoice Count	2 Total	764.05
Cheque 001106	Date 04/10/2018	Amount	1,024.23	
003295 GLOBAL PAYMENTS	111303	02/28/2018	AIRPORT CREDIT/DEBIT FEE:	59.13
003295 GLOBAL PAYMENTS	11296	02/28/2018	BLYTH CON CREDIT/DEBIT FI	59.66
003295 GLOBAL PAYMENTS	11302	02/28/2018	WINGHAM CON DEBIT/CREDI	62.60
003295 GLOBAL PAYMENTS	11304	02/28/2018	ESTC DEBIT/CREDIT CARD FI	59.13
003295 GLOBAL PAYMENTS	11305	02/28/2018	REC DEBIT/CREDIT CARD FE	301.08
003295 GLOBAL PAYMENTS	11306	02/28/2018	REC DEBIT/CREDIT CARD FE	59.13
003295 GLOBAL PAYMENTS	1736	02/28/2018	REC DEBIT/CREDIT CARD FE	168.20
003295 GLOBAL PAYMENTS	17455	02/28/2018	LANDFILL DEBIT MACHINE FE	58.79
003295 GLOBAL PAYMENTS	18456	02/28/2018	REC ONLINE CREDIT CARD F	91.49
003295 GLOBAL PAYMENTS	2674	02/28/2018	ADMIN DEBIT MACHINE FEES	105.02
		Invoice Count	10 Total	1,024.23
Cheque 001107	Date 04/11/2018	Amount	8,471.18	
000294 HYDRO ONE NETWORKS INC	February 2018-4216	03/23/2018	44880 KWH- ARENA/HALL B	8,471.18
		Invoice Count	1 Total	8,471.18
Cheque 001108	Date 04/11/2018	Amount	17,739.87	
000687 WESTARIO POWER INC.	300251867	03/23/2018	123480 KWH- COMPLEX	17,739.87
		Invoice Count	1 Total	17,739.87
Cheque 001109	Date 04/11/2018	Amount	1,470.80	
003295 GLOBAL PAYMENTS	12280	03/30/2018	BLYTH CON DEBIT/CREDIT FI	59.22
003295 GLOBAL PAYMENTS	12286	03/30/2018	WINGHAM CON DEIBT/CREDI	60.21
003295 GLOBAL PAYMENTS	12287	03/30/2018	AIRPORT DEBIT/CREDIT FEE:	72.10
003295 GLOBAL PAYMENTS	12288	03/30/2018	ESTC DEBIT/CREDIT FEES	59.13
003295 GLOBAL PAYMENTS	12289	03/30/2018	REC DEBIT/CREDIT FEES	594.26
003295 GLOBAL PAYMENTS	18734	03/30/2018	LANDFILL DEBIT CARD FEES	58.05
003295 GLOBAL PAYMENTS	1957	03/30/2018	REC DEBIT/CREDIT CARD FE	164.32
003295 GLOBAL PAYMENTS	19769	03/30/2018	REC ONLINE CREDIT CARD F	294.38
003295 GLOBAL PAYMENTS	3010	03/30/2018	ADMIN DEBIT CARD FEES	109.13
		Invoice Count	9 Total	1,470.80
Cheque 001110	Date 04/11/2018	Amount	4,061.64	
000140 CIBC VISA	AMO-BK	02/22/2018	COUNCIL- AMO CONV REGIS'	858.80
000140 CIBC VISA	AMO-NV	02/22/2018	COUNCIL- AMO CONV REGIS'	802.30
000140 CIBC VISA	AMO-YR-T	02/22/2018	COUNCIL- AMO CONF REGIS'	802.30
000140 CIBC VISA	HiMama- 7074	02/28/2018	DAY CARE- MONTHLY SUBSC	65.54
000140 CIBC VISA	ConstCont- 187692040	03/03/2018	ESTC- EMAIL MARKETING	6.62
000140 CIBC VISA	Canadian Payroll As	03/09/2018	ADMIN- MEMBERSHIP IN CPA	305.10
000140 CIBC VISA	U of Guelph-40312	03/14/2018	PW- PESTICIDE TRAINING/CE	165.00

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount
000140	CIBC VISA	issuu- 734606	03/15/2018	REC- MONTHLY SUBSCRIPTI	52.24
000140	CIBC VISA	Spotify- 81765194357	03/17/2018	FITNESS- MONTHLY SUBSCR	14.99
000140	CIBC VISA	AMCTO- DW	03/21/2018	ADMIN- CONFERENCE REGIS	836.20
000140	CIBC VISA	ORFA-9	03/22/2018	AQUATICS- LOG BOOKS	152.55
				Invoice Count	11
				Total	4,061.64
Report Total					117,398.28

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 000601 Date 04/03/2018 Amount 911.24				
000687 WESTARIO POWER INC.	2103831344	03/13/2018	8400 KWH- WELL #3	911.24
			Invoice Count 1 Total	911.24
Cheque 000602 Date 04/11/2018 Amount 1,977.94				
000687 WESTARIO POWER INC.	300251868	03/23/2018	13440 KWH- WELL #4	1,977.94
			Invoice Count 1 Total	1,977.94
Cheque 000603 Date 04/11/2018 Amount 77.12				
003924 GLOBAL PAYMENTS	3275	02/28/2018	WATER DEBIT MACHINE FEE	77.12
			Invoice Count 1 Total	77.12
Cheque 000604 Date 04/11/2018 Amount 76.67				
003924 GLOBAL PAYMENTS	3723	03/30/2018	WATER DEBIT MACHINE FEE	76.67
			Invoice Count 1 Total	76.67
Report Total				3,042.97

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 502359	Date 04/17/2018	Amount	773.44	
002584 2124511 ONTARIO INC.	3-31-2018	03/31/2018	PIZZA- AQUATICS/REC PROC	773.44
		Invoice Count	1 Total	773.44
Cheque 502360	Date 04/17/2018	Amount	563.87	
001490 ALLAN AVIS ARCHITECTS INC	5615	03/13/2018	MEM HALL- ADDITIONAL SER	563.87
		Invoice Count	1 Total	563.87
Cheque 502361	Date 04/17/2018	Amount	60.67	
001987 ALLSTREAM BUSINESS INC.	18994131- 1726358	03/28/2018	PW- EW- PHONE	60.67
		Invoice Count	1 Total	60.67
Cheque 502362	Date 04/17/2018	Amount	25.00	
004715 AMANDA PISKORSKI	3-28-2018	03/28/2018	AMIN- MILEAGE- LAS TRAININ	25.00
		Invoice Count	1 Total	25.00
Cheque 502363	Date 04/17/2018	Amount	169.50	
000015 AMCTO	13014	03/29/2018	ADMIN- ELECTION MANUAL	169.50
		Invoice Count	1 Total	169.50
Cheque 502364	Date 04/17/2018	Amount	91.98	
004730 BEYERSBERGEN FARM REPAIR	141	03/26/2018	PW- REPAIR LAWNMOWER S	91.98
		Invoice Count	1 Total	91.98
Cheque 502365	Date 04/17/2018	Amount	32.40	
003711 BFL CANADA	172950	03/09/2018	REC- FACILITY USERS INSUF	32.40
		Invoice Count	1 Total	32.40
Cheque 502366	Date 04/17/2018	Amount	545.24	
000072 BLYTH PRINTING INC.	28850	04/06/2018	LANDFILL- COLLECTION FLYI	545.24
		Invoice Count	1 Total	545.24
Cheque 502367	Date 04/17/2018	Amount	20.00	
002743 BRANDT SECURITY	18808	03/26/2018	COMPLEX- KEYS CUT	20.00
		Invoice Count	1 Total	20.00
Cheque 502368	Date 04/17/2018	Amount	52.20	
002066 BROCK VODDEN	3-31-2018	03/31/2018	COUNCIL - MARCH MILEAGE	52.20
		Invoice Count	1 Total	52.20
Cheque 502369	Date 04/17/2018	Amount	15.00	
004172 C E MACTAVISH LIMITED	8302	03/20/2018	PW- FUEL FOR CHAINSAW	15.00
		Invoice Count	1 Total	15.00
Cheque 502370	Date 04/17/2018	Amount	503.31	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003997 CDW CANADA INC	MGZ0550	04/03/2018	EARLY ON- PRINTER TONER	503.31
		Invoice Count	1 Total	503.31
Cheque 502371 Date 04/17/2018 Amount 421.26				
003919 CINTAS CANADA LIMITED	839553448	04/05/2018	POOL/FITNESS SANITIZE RE:	421.26
		Invoice Count	1 Total	421.26
Cheque 502372 Date 04/17/2018 Amount 752.52				
000146 CLIFF'S PLUMBING & HEATING	31178	03/08/2018	COMPLEX-REPAIR URINALS	752.52
		Invoice Count	1 Total	752.52
Cheque 502373 Date 04/17/2018 Amount 237.30				
004697 COMCENTRIC NETWORKING INC.	6469	04/01/2018	ESTC-NETWORK	237.30
		Invoice Count	1 Total	237.30
Cheque 502374 Date 04/17/2018 Amount 967.31				
002982 COMCO FASTENERS INC	18/0315	03/01/2018	PW- NUTS/BOLTS/WASHERS	550.21
002982 COMCO FASTENERS INC	18/0335	03/02/2018	PW- NUTS, WAHERS, SEALA	295.60
002982 COMCO FASTENERS INC	18/0348	03/06/2018	PW- CASTLE NUT/HEX BOLT	111.64
002982 COMCO FASTENERS INC	18/0362	03/09/2018	PW- SEALANT, SHRINK TUBE	9.86
		Invoice Count	4 Total	967.31
Cheque 502375 Date 04/17/2018 Amount 5,695.20				
004606 CUT-RITE TREE SERVICE	434856	04/03/2018	PW- BUCKET TRUCK/CHIPPE	5,695.20
		Invoice Count	1 Total	5,695.20
Cheque 502376 Date 04/17/2018 Amount 38.57				
001018 DALE PUMP & FARM SERVICE LTD	109475	03/15/2018	PW- RENO AT WINGHAM SH	38.57
		Invoice Count	1 Total	38.57
Cheque 502377 Date 04/17/2018 Amount 980.41				
000186 DELTA ELEVATOR COMPANY LTD	9175212	04/01/2018	TOWN HALL - ELEVATOR MA	490.84
000186 DELTA ELEVATOR COMPANY LTD	9175213	04/01/2018	COMPLEX- ELEVATOR MAIN	489.57
		Invoice Count	2 Total	980.41
Cheque 502378 Date 04/17/2018 Amount 16,191.03				
000074 FOXTON FUELS LIMITED	355026	03/02/2018	PW- BLYTH- CLEAR DIESEL	1,055.40
000074 FOXTON FUELS LIMITED	354987	03/06/2018	PW EW- 205L 15W-40 OIL	799.19
000074 FOXTON FUELS LIMITED	355318	03/07/2018	PW- W- CLEAR DIESEL	1,465.33
000074 FOXTON FUELS LIMITED	355319	03/07/2018	PW- DYED DIESEL	1,248.11
000074 FOXTON FUELS LIMITED	355454	03/09/2018	LANDFILL- COMPACTOR FUE	77.29
000074 FOXTON FUELS LIMITED	355426	03/13/2018	PW- DIESEL EXHAUST FLUID	88.07
000074 FOXTON FUELS LIMITED	355801	03/14/2018	PW-EW- DYED DIESEL	2,554.38
000074 FOXTON FUELS LIMITED	356347	03/22/2018	PW- BLYTH- CLEAR DIESEL	1,177.45
000074 FOXTON FUELS LIMITED	356348	03/22/2018	PW- BLYTH- DYED DIESEL	1,312.35
000074 FOXTON FUELS LIMITED	356452	03/23/2018	LANDFILL- COMPACTOR FUE	338.05
000074 FOXTON FUELS LIMITED	356644	03/27/2018	PW- W- CLEAR DIESEL	1,275.13
000074 FOXTON FUELS LIMITED	356645	03/27/2018	PW- W-DYED DIESEL	1,424.12

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount
000074	FOXTON FUELS LIMITED	357290	03/31/2018	BUILDING- MARCH FUEL	92.20
000074	FOXTON FUELS LIMITED	357358	03/31/2018	FIRE- MARCH FUEL	328.41
000074	FOXTON FUELS LIMITED	357398	03/31/2018	POLICE- MARCH FUEL	1,363.42
000074	FOXTON FUELS LIMITED	357746	03/31/2018	PW- MARCH FUEL	1,592.13
				Invoice Count	16
				Total	16,191.03

Cheque 502379 Date 04/17/2018 Amount 29.85

000249	GREEN'S MEAT MARKET	14460	04/05/2018	DAY CARE- SAUSAGE	29.85		
				Invoice Count	1	Total	29.85

Cheque 502380 Date 04/17/2018 Amount 2,096.75

000274	HORTON'S DAIRY	9352	02/02/2018	COMPLEX- DAIRY SUPPLIES	17.36		
000274	HORTON'S DAIRY	9350	02/05/2018	BA-MR- DAIRY SUPPLIES	114.60		
000274	HORTON'S DAIRY	9534	02/06/2018	DAY CARE- DAIRY SUPPLIES	187.90		
000274	HORTON'S DAIRY	9660	02/08/2018	COMC B- DAIRY SUPPLIES	36.10		
000274	HORTON'S DAIRY	9778	02/13/2018	DAY CARE- DAIRY SUPPLIES	177.91		
000274	HORTON'S DAIRY	9830	02/13/2018	CONC W- DAIRY SUPPLIES	39.18		
000274	HORTON'S DAIRY	9896	02/15/2018	DAY CARE- EGGS	13.30		
000274	HORTON'S DAIRY	10035	02/20/2018	DAY CARE- DAIRY SUPPLIES	161.33		
000274	HORTON'S DAIRY	10105	02/22/2018	CONC B- DAIRY SUPPLIES	33.45		
000274	HORTON'S DAIRY	10084	02/26/2018	BA-MR- DAIRY SUPPLIES	62.67		
000274	HORTON'S DAIRY	10178	02/27/2018	EL- DAIRY SUPPLIES	39.65		
000274	HORTON'S DAIRY	10208	02/27/2018	DAY CARE- DAIRY SUPPLIES	121.18		
000274	HORTON'S DAIRY	10391	03/06/2018	EL- DAIRY SUPPLIES	29.36		
000274	HORTON'S DAIRY	10432	03/06/2018	DAY CARE- DAIRY SUPPLIES	159.44		
000274	HORTON'S DAIRY	10678	03/13/2018	EL- DAIRY SUPPLIES	35.19		
000274	HORTON'S DAIRY	10707	03/13/2018	DAY CARE- DAIRY SUPPLIES	202.74		
000274	HORTON'S DAIRY	10891	03/20/2018	EL- MILK	35.12		
000274	HORTON'S DAIRY	10900	03/20/2018	DAY CARE- DAIRY SUPPLIES	161.81		
000274	HORTON'S DAIRY	11055	03/22/2018	CONC W- DAIRY SUPPLIES	39.18		
000274	HORTON'S DAIRY	10937	03/27/2018	BA-MR- DAIRY SUPPLIES	77.28		
000274	HORTON'S DAIRY	11123	03/27/2018	EL- DAIRY SUPPLIES	29.36		
000274	HORTON'S DAIRY	11124	03/27/2018	DAY CARE- DAIRY SUPPLIES	135.23		
000274	HORTON'S DAIRY	11273	03/29/2018	DAY CARE-DAIRY SUPPLIES	187.41		
				Invoice Count	23	Total	2,096.75

Cheque 502381 Date 04/17/2018 Amount 271.86

003281	HOWSON TRANSPORTATION INC	3313055	03/31/2018	FIRE- DIESEL FOR MARCH	271.86		
				Invoice Count	1	Total	271.86

Cheque 502382 Date 04/17/2018 Amount 306.54

000281	HURON BAY COOPERATIVE INC	71881	03/02/2018	POOL - BULK CHLORINE	35.93
000281	HURON BAY COOPERATIVE INC	71964	03/05/2018	PW- FENCING SUPPLIES	270.61
				Invoice Count	2
				Total	306.54

Cheque 502383 Date 04/17/2018 Amount 604.47

000322	JOE KERR LTD	1000002488	03/15/2018	PW- REPAIR 2003 GMC	188.01
000322	JOE KERR LTD	1000002492	03/19/2018	REPAIRED SWEEPER BRAKI	416.46
				Invoice Count	2
				Total	604.47

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 502384 Date 04/17/2018 Amount 468.81				
000321 JOE'S AUTOMOTIVE	41560	03/05/2018	POLICE- REPAIR 2011 CROW	315.55
000321 JOE'S AUTOMOTIVE	41595	03/15/2018	POLICE- REPAIR TIRE- 2017	62.15
000321 JOE'S AUTOMOTIVE	41623	03/23/2018	POLICE- REPAIR BRAKE LIGH	91.11
Invoice Count 3 Total				468.81
Cheque 502385 Date 04/17/2018 Amount 483.62				
001982 K. G. ELECTRONICS	30592	03/07/2018	DAY CARE- REPAIRED WALL	483.62
Invoice Count 1 Total				483.62
Cheque 502386 Date 04/17/2018 Amount 404.81				
000352 KITSUPPLY	146204	04/03/2018	COMPLEX- JANITORIAL SUPP	270.10
000352 KITSUPPLY	146295	04/10/2018	COMPLEX- JANITORIAL SUPP	134.71
Invoice Count 2 Total				404.81
Cheque 502387 Date 04/17/2018 Amount 47.50				
000353 KNIGHTS OF COLUMBUS	4-1-2018	04/01/2018	FITNESS- SATELLITE REIMB	47.50
Invoice Count 1 Total				47.50
Cheque 502388 Date 04/17/2018 Amount 385.31				
003506 LESLIE MOTORS LTD	924857	01/01/2018	BUILDING- REPAIRS TO ESC	385.31
Invoice Count 1 Total				385.31
Cheque 502389 Date 04/17/2018 Amount 303.83				
000411 M.D. CHARLTON CO LTD	70149	03/14/2018	POLICE- BOOTS	303.83
Invoice Count 1 Total				303.83
Cheque 502390 Date 04/17/2018 Amount 77.80				
000388 MAITLAND WELDING & MACHINING	10312	03/05/2018	PW- EW- GRADE 5 BOLTS	0.71
000388 MAITLAND WELDING & MACHINING	10313	03/12/2018	PW- EW- BOLTS/NUTS	10.19
000388 MAITLAND WELDING & MACHINING	10315	03/15/2018	PW- HOT ROLLED PLATE	66.90
Invoice Count 3 Total				77.80
Cheque 502391 Date 04/17/2018 Amount 123.08				
004748 MICHAEL ROESS	4-4-2018	04/04/2018	FPO- MILEAGE/PARKING	123.08
Invoice Count 1 Total				123.08
Cheque 502392 Date 04/17/2018 Amount 1,485.47				
000421 MICROAGE BASICS	259545	03/01/2018	ARENA B- BINDERS	52.39
000421 MICROAGE BASICS	259693	03/01/2018	ADMIN- PAPER- LEGAL, LETT	273.40
000421 MICROAGE BASICS	259715	03/01/2018	PW- 3 " BINDER	14.02
000421 MICROAGE BASICS	421342	03/05/2018	ARENA B- STAPLER, BINDER	74.99
000421 MICROAGE BASICS	421459	03/06/2018	REC ADMIN- 1 " LEGAL BINDE	37.56
000421 MICROAGE BASICS	260358	03/07/2018	DAY CARE- OFFICE SUPPLIE	57.08
000421 MICROAGE BASICS	260382	03/07/2018	REC ADMIN- HOLE PUNCH, P	50.86
000421 MICROAGE BASICS	260547	03/08/2018	DAY CARE- GLUE, MARKERS	20.54
000421 MICROAGE BASICS	260694	03/09/2018	EARLY ON- GOLD PAPER	17.00

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000421 MICROAGE BASICS	421741	03/09/2018	REC ADMIN- 3 HOLE PUNCH	98.23
000421 MICROAGE BASICS	421747	03/09/2018	CREDIT- BINDERS RETURN	-26.19
000421 MICROAGE BASICS	261180	03/13/2018	REC PROG- THERMAL PAPER	7.45
000421 MICROAGE BASICS	261326	03/14/2018	POLICE- OFFICE SUPPLIES	25.56
000421 MICROAGE BASICS	261509	03/15/2018	EARLY ON - PROGRAM SUPP	144.19
000421 MICROAGE BASICS	261559	03/16/2018	EARLY ON- CANON INK/PAPER	48.52
000421 MICROAGE BASICS	261561	03/16/2018	FITNESS- LASER CARTRIDGE	101.69
000421 MICROAGE BASICS	261620	03/16/2018	REC ADMIN- LAMINATING SH	48.60
000421 MICROAGE BASICS	262260	03/22/2018	REC ADMIN- FILE BOX	23.38
000421 MICROAGE BASICS	262473	03/23/2018	AQUATICS- USB DRIVE	37.40
000421 MICROAGE BASICS	422490	03/23/2018	REC ADMIN- OFFICE SUPPLIES	44.40
000421 MICROAGE BASICS	262698	03/26/2018	REC ADMIN- LETTER PAPER	56.49
000421 MICROAGE BASICS	262856	03/27/2018	POLICE- USB DRIVE	53.10
000421 MICROAGE BASICS	262914	03/27/2018	ADMIN- OFFICE SUPPLIES	123.34
000421 MICROAGE BASICS	422670	03/27/2018	AQUATICS- FILE BOX	23.38
000421 MICROAGE BASICS	422864	03/29/2018	ADMIN- ENVELOPES	78.09
Invoice Count 25 Total				1,485.47
Cheque 502393 Date 04/17/2018 Amount	199.37			
003216 MINTO TRUCK CENTRE LIMITED	174624	03/28/2018	PW- PARTS FOR SWEEPER	199.37
Invoice Count 1 Total				199.37
Cheque 502394 Date 04/17/2018 Amount	73.72			
000629 MORAN MECHANICAL AND ELECTRICAL	102021	03/26/2018	PW- PLUMBING SUPPLIES	73.72
Invoice Count 1 Total				73.72
Cheque 502395 Date 04/17/2018 Amount	1,111.22			
000123 MUNICIPALITY OF CENTRAL HURON	119150	04/04/2018	SNOW REMOVAL - AUBURN	1,111.22
Invoice Count 1 Total				1,111.22
Cheque 502396 Date 04/17/2018 Amount	28,718.23			
000444 MUNICIPALITY OF MORRIS TURNBERG	3-26-2018	03/26/2018	AIRPORT- APRIL INSTALLMENT	2,413.00
000444 MUNICIPALITY OF MORRIS TURNBERG	6144	04/05/2018	JAN 2018 BUILDING DEPARTMENT	8,080.73
000444 MUNICIPALITY OF MORRIS TURNBERG	6145	04/05/2018	FEB 2018 BUILDING DEPARTMENT	8,854.02
000444 MUNICIPALITY OF MORRIS TURNBERG	6146	04/05/2018	MAR 2018 BUILDING DEPARTMENT	9,370.48
Invoice Count 4 Total				28,718.23
Cheque 502397 Date 04/17/2018 Amount	92.70			
001215 NEIL VINCENT	3-31-2018	03/31/2018	COUNCIL- MARCH MILEAGE	92.70
Invoice Count 1 Total				92.70
Cheque 502398 Date 04/17/2018 Amount	201.29			
000642 NORTH HURON PUBLISHING INC	95413	03/30/2018	MARCH ADVERTISING	201.29
Invoice Count 1 Total				201.29
Cheque 502399 Date 04/17/2018 Amount	1,840.00			
003284 PPE SOLUTIONS INC	6384	02/16/2018	FIRE- FIREFIGHTING BOOTS	669.81

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003284 PPE SOLUTIONS INC	6477	04/02/2018	FIRE-4 FIREFIGHTING HELM	1,170.19
		Invoice Count	2 Total	1,840.00
Cheque 502400 Date 04/17/2018 Amount 1,695.00				
003332 PUBLIC SERVICES HEALTH & SAFETY	27732	03/01/2018	PSHSA- CONSULTING ANNU/	1,695.00
		Invoice Count	1 Total	1,695.00
Cheque 502401 Date 04/17/2018 Amount 276.49				
000520 PUROLATOR COURIER LTD	437166478	02/09/2018	ADMIN- RETURN KEYS	6.46
000520 PUROLATOR COURIER LTD	437486738	03/16/2018	MEM HALL- COURIER	4.43
000520 PUROLATOR COURIER LTD	437499293	03/16/2018	POLICE- COURIER	25.01
000520 PUROLATOR COURIER LTD	437549360	03/23/2018	FIRE/CEMETERY/DRAINS-CO	164.86
000520 PUROLATOR COURIER LTD	437562222	03/23/2018	POLICE- COURIER	23.45
000520 PUROLATOR COURIER LTD	437632431	03/30/2018	POLICE- COURIER	5.82
000520 PUROLATOR COURIER LTD	437681729	04/06/2018	FIRE- FREIGHT FOR BUNKER	46.46
		Invoice Count	7 Total	276.49
Cheque 502402 Date 04/17/2018 Amount 16.95				
000559 R & S ALIGNMENT SERVICES	4206131	03/09/2018	LANDFILL- REPAIR TRACTOR	16.95
		Invoice Count	1 Total	16.95
Cheque 502403 Date 04/17/2018 Amount 43,886.85				
004791 REALTERM ENERGY CORP.	779595- Cert #3	04/02/2018	STREETLIGHTS- COBRA FIX1	43,886.85
		Invoice Count	1 Total	43,886.85
Cheque 502404 Date 04/17/2018 Amount 97.01				
003055 RICHARD AL	4-3-2018	04/03/2018	ADMIN- MILEAGE/PHONE/PO	97.01
		Invoice Count	1 Total	97.01
Cheque 502405 Date 04/17/2018 Amount 752.23				
004569 RICOH	SCO919221794	03/29/2018	DC/ESTC/FIRE- COPIER REN'	161.59
004569 RICOH	SCO91922192	03/29/2018	REC/ADMIN-COPIER RENTAL	529.37
004569 RICOH	SCO91922193	03/29/2018	POLICE- COPIER/COPIES	61.27
		Invoice Count	3 Total	752.23
Cheque 502406 Date 04/17/2018 Amount 496.70				
000539 RINTOULS POOLS AND SPAS	67659	03/23/2018	POOL- MURIATIC ACID	225.77
000539 RINTOULS POOLS AND SPAS	67710	04/09/2018	POOL- MURIATIC ACID	270.93
		Invoice Count	2 Total	496.70
Cheque 502407 Date 04/17/2018 Amount 186.05				
000272 RONA HODGINS	131910/1	03/06/2018	PW- COVE, CASING, RECEP1	74.58
000272 RONA HODGINS	131984/1	03/07/2018	PW- MOULDING FOR SHOP	25.19
000272 RONA HODGINS	132461/1	03/15/2018	PW- ALL PURPOSE SEALANT	6.92
000272 RONA HODGINS	132766/1	03/22/2018	COMPLEX- 36" SWEEP	40.66
000272 RONA HODGINS	132767/1	03/22/2018	COMPLEX- METAL SCREWS	10.35
000272 RONA HODGINS	132925/1	03/26/2018	RETURN SCREWS- COMPLE	-7.76

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000272 RONA HODGINS	133206/1	03/29/2018	COMPLEX- SOFTENER SALT	36.11
		Invoice Count	7 Total	186.05
Cheque 502408 Date 04/17/2018 Amount 75.00				
004289 ROYAL CANADIAN MOUNTED POLICE	1800005266	03/05/2018	POLICE- FINGERPRINT SEAR	75.00
		Invoice Count	1 Total	75.00
Cheque 502409 Date 04/17/2018 Amount 1,186.94				
002640 SCHMIDT'S POWER EQUIPMENT	26642	03/27/2018	PW- CHAIN SAW W/ ATTACH	1,186.94
		Invoice Count	1 Total	1,186.94
Cheque 502410 Date 04/17/2018 Amount 84.19				
004330 SEPOY WIRING	11784	03/29/2018	PW- SNOC FIXTURE	84.19
		Invoice Count	1 Total	84.19
Cheque 502411 Date 04/17/2018 Amount 1,949.25				
000595 SPECTRUM COMMUNICATIONS LTD	786655	03/27/2018	POLICE- REPAIR VPN TUNNE	237.30
000595 SPECTRUM COMMUNICATIONS LTD	786762	03/28/2018	FIRE- 2 PORTABLE RADIOS	1,711.95
		Invoice Count	2 Total	1,949.25
Cheque 502412 Date 04/17/2018 Amount 598.14				
000602 STANTON HARDWARE	293087	03/02/2018	POOL- WATER REFILL	8.85
000602 STANTON HARDWARE	293091	03/02/2018	MEM HALL- ELECTRIC ENGR	56.49
000602 STANTON HARDWARE	293120	03/05/2018	DAY CARE- FLAT FAUCET W/	2.70
000602 STANTON HARDWARE	293162	03/06/2018	COMPLEX- COLD CHISEL	12.42
000602 STANTON HARDWARE	293178	03/07/2018	PW- 1/2" STAPLES	5.64
000602 STANTON HARDWARE	293232	03/09/2018	COMPLEX- HOOVER VAC BEI	16.94
000602 STANTON HARDWARE	293258	03/12/2018	POOL- SCRUB BRUSH	12.42
000602 STANTON HARDWARE	293264	03/12/2018	TOWN HALL- WATER REFILL	5.90
000602 STANTON HARDWARE	293277	03/12/2018	DAY CARE- CLR- MIXER, CAN	58.73
000602 STANTON HARDWARE	293321	03/14/2018	REC- BATTERY FOR PROJEC	6.77
000602 STANTON HARDWARE	293332	03/14/2018	FITNESS- SQUASH RAQUETS	361.58
000602 STANTON HARDWARE	293387	03/19/2018	POOL- WATER COOLER REF	5.90
000602 STANTON HARDWARE	293415	03/20/2018	COMPLEX- GOO GONE CLEA	9.59
000602 STANTON HARDWARE	293428	03/21/2018	DAY CARE- SPONGES, SPRA	25.36
000602 STANTON HARDWARE	293509	03/26/2018	POOL- WATER REFILLS	8.85
		Invoice Count	15 Total	598.14
Cheque 502413 Date 04/17/2018 Amount 438.09				
000606 STEFFEN AUTO SUPPLY	238873	03/06/2018	VOLVO GRADER PARTS	25.52
000606 STEFFEN AUTO SUPPLY	238934	03/06/2018	PW- BULBS FOR VOLVO GRA	31.66
000606 STEFFEN AUTO SUPPLY	239871	03/20/2018	SHACKLE ANCHOR- PW	2.32
000606 STEFFEN AUTO SUPPLY	239899	03/21/2018	PW- HYD CONNECTOR- TRA	151.33
000606 STEFFEN AUTO SUPPLY	240315	03/27/2018	PW- BLACK ENAMEL PAINT	213.41
000606 STEFFEN AUTO SUPPLY	240319	03/27/2018	PW-TERMINAL CLAMP/LEAD	13.85
		Invoice Count	6 Total	438.09
Cheque 502414 Date 04/17/2018 Amount 203.06				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 04/05/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000620 SWAN DUST CONTROL LTD	5156972	03/29/2018	COMPLEX- MATS/MOPS	143.00
000620 SWAN DUST CONTROL LTD	5156984	03/29/2018	POLICE- MATS AND MOPS	36.50
000620 SWAN DUST CONTROL LTD	5156989	03/29/2018	DAY CARE- MATS	23.56
Invoice Count 3 Total				203.06

Cheque 502415 Date 04/17/2018 Amount 39,506.62

001365 TOWNSHIP OF NORTH HURON WATER	3-28-2018	03/28/2018	WATER ARREARS ADDED TC	39,506.62
Invoice Count 1 Total				39,506.62

Cheque 502416 Date 04/17/2018 Amount 733.37

003532 TRULY NOLEN	36219	01/15/2018	DAY CARE- PEST CONTROL-	66.67
003532 TRULY NOLEN	36231	01/15/2018	COMPLEX- PEST CONTROL-	79.10
003532 TRULY NOLEN	36208	02/06/2018	AIRPORT- PEST CONTROL FI	107.35
003532 TRULY NOLEN	36220	02/06/2018	DAY CARE- PEST CONTROL-	67.80
003532 TRULY NOLEN	36232	02/06/2018	COMPLEX - PEST CONTROL-	79.10
003532 TRULY NOLEN	36221	03/08/2018	DAY CARE-PEST CONTROL F	67.80
003532 TRULY NOLEN	36233	03/08/2018	COMPLEX-PEST CONTROL- M	79.10
003532 TRULY NOLEN	36210	04/05/2018	AIRPORT - PEST CONTROL	107.35
003532 TRULY NOLEN	36234	04/05/2018	COMPLEX- PEST CONTROL	79.10
Invoice Count 9 Total				733.37

Cheque 502417 Date 04/17/2018 Amount 2,761.16

000856 WEILER'S CLEANING & RESTORATION	12309507	03/31/2018	MARCH JANITORIAL SERVI	2,761.16
Invoice Count 1 Total				2,761.16

Cheque 502418 Date 04/17/2018 Amount 34.08

002081 WINGHAM FOODLAND	725-600-6550	03/23/2018	CONC W- SUPPLIES	6.00
002081 WINGHAM FOODLAND	725-600-34	04/03/2018	EARLY ON- FOOD SUPPLIES	28.08
Invoice Count 2 Total				34.08

Report Total 162,439.62

Wire Transfer Payment File Details

North Huron Accounts Payable

File Creation Number: 0083

Processing Date: 04/03/2018

File Name: NHuron-AP.0083

Client Number:

Operating Subsidiary:

Originator Number: 0102025428

Processing Center: 01020

Transaction Code	Date	Payor/Payee Name	Amount	Bank	Branch	Account Number
430	04/03/2018	JD SWEID FOODS (2013) LTD.	14,472.00	0001	07890	1047583

Number of Transactions:

1

Total Amount:

14,472.00 ✓

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162,439.62
14,472.00

176,911.62

Accounts Payable

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

Cheque Date 03/30/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 900118 Date 04/03/2018 Amount 2,506.74				
000294 HYDRO ONE NETWORKS INC	February 2018-9227	03/14/2018	15600 KWH- 117 NORTH STRI	2,506.74
			Invoice Count 1 Total	2,506.74
Cheque 900119 Date 04/03/2018 Amount 1,086.37				
000687 WESTARIO POWER INC.	2103831341	03/13/2018	10081 KWH- 120 JOSEPHINE :	1,086.37
			Invoice Count 1 Total	1,086.37
Cheque 900120 Date 04/11/2018 Amount 3,928.30				
000294 HYDRO ONE NETWORKS INC	February 2018-1727	03/23/2018	30900 KWH- 60 LLOYD ST	3,928.30
			Invoice Count 1 Total	3,928.30
Report Total				7,521.41



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Donna White
DATE: 16/04/2018
SUBJECT: March 2018 YTD Report
ATTACHMENTS: Mar 2018 YTD

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the March 2018 Year to Date report from the Director of Finance for information purposes.

EXECUTIVE SUMMARY

The Director of Finance provides monthly year to date budget reports to Council.

DISCUSSION

The 2018 Budget has not been passed at the time of this report, however it is important to provide an update to Council on the first quarter of 2018.

The 2018 Budget column represents the dollars included in the Draft Budget as of March 31, 2018. Updates to the budget are needed and will be made prior to Council's consideration of the final budget.

By this time in the calendar year, the target for revenues and expenditures is 25%. As of March 31, 2018, the total capital and operating Revenue is at 16.02% and expenses are at 18.20%. These percentages reflect that the budget has not been passed yet. Only capital projects that have pre-budget approval are underway.

FINANCIAL IMPACT

The budget will continue to be monitored and reviewed throughout the remainder of the year with any significant variances brought forward to council.

FUTURE CONSIDERATIONS

Once the 2018 Budget is adopted by council, future monthly reports will reflect the budget as passed.

RELATIONSHIP TO STRATEGIC PLAN

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

Donna White, Director of Finance

Dwayne Evans, CAO

2018 Township of North Huron								
Year to Date Report		2016	2017	2017	2018	2018	% Variance	Notes
31-Mar-18		Actual	Budget	Actual	Budget	Actual	25%	
OPERATING								
GENERAL GOVERNMENT								
General Government	Revenue	1,652,310.33	1,567,802.00	1,780,692.73	1,603,450.00	402,620.26	25.11	
	Expense	277,862.17	124,804.00	253,727.94	252,785.00	431.34	0.17	Physician Recruitment & loan payments paid later in year
	Net	1,374,448.16	1,442,998.00	1,526,964.79	1,350,665.00	402,188.92		
Members of Council	Revenue			1,576.27				
	Expense	95,627.94	96,000.00	97,668.60	98,000.00	25,856.63	26.38	
	Net	(95,627.94)	(96,000.00)	(96,092.33)	(98,000.00)	(25,856.63)		
Administration	Revenue	37,548.26	33,000.00	2,096.80	46,000.00	217.00	0.47	Transfers from reserves - later in year
	Expense	944,368.14	939,565.00	934,306.30	919,342.00	233,228.36	25.37	
	Net	(906,819.88)	(906,565.00)	(932,209.50)	(873,342.00)	(233,011.36)		
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	331,367.00	78,936.09	23.82	
	Expense	715,692.81	575,087.00	600,589.79	629,467.00	118,413.09	18.81	
	Net	(296,560.94)	(250,009.00)	(263,469.06)	(298,100.00)	(39,477.00)		
FPO & NH ONLY	Revenue	5,119.22	5,000.00	630.00	600.00		0.00	
	Expense	164,244.75	144,994.00	132,611.48	126,596.82	5,566.96	4.40	Loan payments - later in year
	Net	(159,125.53)	(139,994.00)	(131,981.48)	(125,996.82)	(5,566.96)		
ESTC	Revenue	191,466.50	208,079.00	134,013.24	25,550.00	5,741.00	22.47	
	Expense	218,097.42	259,926.00	185,860.24	150,919.00	26,069.24	17.27	
	Net	(26,630.92)	(51,847.00)	(51,847.00)	(125,369.00)	(20,328.24)		
Police	Revenue	111,302.26	93,787.00	120,764.20	114,888.00	761.00	0.66	Grant revenue received later in the year
	Expense	1,421,875.48	1,505,434.00	1,529,281.07	1,560,905.00	347,122.33	22.24	
	Net	(1,310,573.22)	(1,411,647.00)	(1,408,516.87)	(1,446,017.00)	(346,361.33)		
Conservation Authority	Revenue							
	Expense	82,323.00	84,840.00	84,840.00	86,161.00		0.00	
	Net	(82,323.00)	(84,840.00)	(84,840.00)	(86,161.00)	-		
Building Department	Revenue	130,708.72	156,607.00	159,032.53	149,885.00	23,313.85	15.55	
	Expense	146,860.13	217,178.00	232,829.35	196,423.00	24,655.75	12.55	
	Net	(16,151.41)	(60,571.00)	(73,796.82)	(46,538.00)	(1,341.90)		
Property Standards	Revenue	5,000.00		80.00	100.00		0.00	
	Expense	12,158.29	15,796.00	9,283.87	15,796.00	336.82	2.13	Expenses paid later in the year
	Net	(7,158.29)	(15,796.00)	(9,203.87)	(15,696.00)	(336.82)		
Animal Control	Revenue	13,085.88	11,800.00	9,320.00	10,600.00	8,675.00	81.84	Dog tags due Feb 1st
	Expense	7,338.46	6,000.00	1,712.61	4,000.00	674.49	16.86	
	Net	5,747.42	5,800.00	7,607.39	6,600.00	8,000.51		
Emergency Planning	Revenue							
	Expense	5,071.65	5,075.00	8,925.86	4,000.00			
	Net	(5,071.65)	(5,075.00)	(8,925.86)	(4,000.00)	-	0.00	No expenses to date
TRANSPORTATION SERVICES								
Roads	Revenue	293,376.94	404,300.00	836,962.50	527,710.00	180.00	0.03	Machine rent to be calculated later in the year
	Expense	1,746,330.14	1,856,211.00	2,397,499.06	2,077,573.11	389,891.31	18.77	
	Net	(1,452,953.20)	(1,451,911.00)	(1,560,536.56)	(1,549,863.11)	(389,711.31)		
Streetlighting	Revenue	7,787.55	6,515.00	7,572.75	6,555.00		0.00	Invoiced with final taxes
	Expense	159,910.26	155,710.00	165,720.84	158,856.00	14,828.24	9.33	
	Net	(152,122.71)	(149,195.00)	(158,148.09)	(152,301.00)	(14,828.24)		
Air Transportation	Revenue	97,374.84	99,748.00	101,887.94	94,524.00	2,849.26	3.01	Rent payments later in the year
	Expense	95,889.48	99,856.00	107,584.89	96,037.00	11,432.32	11.90	Fewer expenses to date
	Net	1,485.36	(108.00)	(5,696.95)	(1,513.00)	(8,583.06)		
ENVIRONMENTAL SERVICES								
Sanitary Sewer	Revenue	878,417.33	969,268.00	1,080,595.29	1,087,979.00	201,101.93	18.48	
	Expense	878,417.33	969,268.00	1,024,525.53	1,027,308.00	81,139.09	7.90	Fewer expenses to date
	Net	-	-	56,069.76	60,671.00	119,962.84		
Waterworks	Revenue	1,162,633.44	1,281,664.00	1,343,216.16	1,318,050.00	228,758.33	17.36	
	Expense	933,291.12	1,231,664.00	1,071,229.93	1,261,379.00	101,801.11	8.07	Fewer expenses to date
	Net	229,342.32	50,000.00	271,986.23	56,671.00	126,957.22		
Storm Sewer	Revenue							
	Expense		38,470.00	23,824.17	55,998.00	116.24	0.21	Expenses will be incurred later in the year
	Net	-	(38,470.00)	(23,824.17)	(55,998.00)	(116.24)		
Waste Diversion/Disposal	Revenue	320,144.77	282,000.00	392,082.24	332,750.00	68,385.47	20.55	
	Expense	490,800.37	557,975.00	624,827.61	510,268.00	97,700.75	19.15	

HEALTH SERVICES	Net	(170,655.60)	(275,975.00)	(232,745.37)	(177,518.00)	(29,315.28)		
Cemeteries	Revenue	81,836.01	114,550.00	98,522.38	113,375.00	2,143.40	1.89	Seasonal
	Expense	108,956.65	153,477.00	141,303.66	146,133.00	9,180.53	6.28	Seasonal
	Net	(27,120.64)	(38,927.00)	(42,781.28)	(32,758.00)	(7,037.13)		
SOCIAL & FAMILY								
Child Care	Revenue	795,232.08	744,840.00	805,659.09	811,914.00	207,462.80	25.55	
	Expense	848,183.14	809,399.00	874,278.47	845,273.00	228,766.97	27.06	
	Net	(52,951.06)	(64,559.00)	(68,619.38)	(33,359.00)	(21,304.17)		
Early Learning	Revenue	109,761.68	87,276.00	164,355.04	156,378.00	33,347.96	21.33	
	Expense	116,996.60	91,403.00	148,208.91	141,316.00	28,371.65	20.08	
	Net	(7,234.92)	(4,127.00)	16,146.13	15,062.00	4,976.31		
Before & After - Maitland River	Revenue	153,215.18	155,996.00	163,820.40	175,082.00	45,022.81	25.72	
	Expense	69,260.61	106,177.00	80,243.69	110,411.00	25,597.17	23.18	
	Net	83,954.57	49,819.00	83,576.71	64,671.00	19,425.64		
Before & After - Sacred Heart	Revenue	30,720.23	31,234.00	30,620.47	42,433.00	7,591.67	17.89	
	Expense	27,911.09	29,446.00	22,633.06	30,672.00	5,268.31	17.18	
	Net	2,809.14	1,788.00	7,987.41	11,761.00	2,323.36		
Early Years	Revenue	89,927.25	86,483.00	104,446.79	135,000.00	28,750.02	21.30	
	Expense	89,927.25	86,483.00	104,446.79	135,000.00	17,248.26	12.78	
	Net	-	-	-	-	11,501.76		
RECREATION & CULTURE								
Parks - W	Revenue	5,738.90	5,600.00	18,541.65	5,711.00	(108.56)	-1.90	
	Expense	141,654.72	153,665.00	133,877.44	145,862.00	5,926.32	4.06	Seasonal
	Net	(135,915.82)	(148,065.00)	(115,335.79)	(140,151.00)	(6,034.88)		
Parks - B	Revenue	1,198.52	1,050.00	1,168.13	1,050.00	(47.20)	-4.50	
	Expense	47,426.02	48,966.00	42,890.89	47,455.00	968.39	2.04	Seasonal
	Net	(46,227.50)	(47,916.00)	(41,722.76)	(46,405.00)	(1,015.59)		
Parks - EW	Revenue							
	Expense	3,044.13	4,052.00	967.92	3,302.00		0.00	Seasonal
	Net	(3,044.13)	(4,052.00)	(967.92)	(3,302.00)	-		
Trailer Park - W	Revenue	10,982.43	9,778.00	9,943.08	9,778.00		0.00	
	Expense	10,023.45	14,207.00	8,067.90	11,708.00	708.44	6.05	Seasonal
	Net	958.98	(4,429.00)	1,875.18	(1,930.00)	(708.44)		
Campground - B	Revenue	25,818.85	22,390.00	36,928.83	27,350.00		0.00	
	Expense	73,926.08	68,844.00	83,382.83	64,960.00	2,817.68	4.34	Seasonal
	Net	(48,107.23)	(46,454.00)	(46,454.00)	(37,610.00)	(2,817.68)		
Rec Programs	Revenue	78,862.65	81,477.00	74,787.04	70,480.00	5,375.41	7.63	
	Expense	76,473.42	79,865.00	72,367.59	71,073.00	5,747.90	8.09	Seasonal
	Net	2,389.23	1,612.00	2,419.45	71,073.00	(372.49)		
Aquatic Programs/Pool	Revenue	165,919.41	158,919.00	149,668.07	158,332.00	20,594.52	13.01	
	Expense	425,468.97	393,413.00	468,951.03	463,947.00	90,317.25	19.47	
	Net	(259,549.56)	(234,494.00)	(319,282.96)	(305,615.00)	(69,722.73)		
Fitness Programs/Facility	Revenue	165,211.96	171,706.00	168,635.21	158,884.00	21,768.07	13.70	
	Expense	187,055.21	185,333.00	176,720.99	175,712.00	45,273.31	25.77	
	Net	(21,843.25)	(13,627.00)	(8,085.78)	(16,828.00)	(23,505.24)		
Rec Admin	Revenue	1,950.88	1,500.00	9,869.26	56,100.00	1,832.30	3.27	Transfer from Reserves - later in year
	Expense	298,165.77	291,874.00	358,340.86	445,434.00	108,223.90	24.30	
	Net	(296,214.89)	(290,374.00)	(348,471.60)	(389,334.00)	(106,391.60)		
Complex Admin	Revenue	250.02		250.00				
	Expense	71,394.51	85,703.00	81,430.95				
	Net	(71,144.49)	(85,703.00)	(81,180.95)				
Arena - W	Revenue	223,321.13	222,000.00	237,098.46	226,625.00	44,823.56	19.78	
	Expense	337,738.69	289,710.00	296,826.12	326,877.00	60,165.71	18.41	
	Net	(114,417.56)	(67,710.00)	(59,727.66)	(100,252.00)	(15,342.15)		
Concession - W	Revenue	27,433.35	32,800.00	27,513.46	16,000.00	4,092.38	25.58	
	Expense	28,705.23	32,140.00	28,122.70	16,852.00	10,542.21	62.56	Seasonal
	Net	(1,271.88)	660.00	(609.24)	(852.00)	(6,449.83)		
KOC Hall	Revenue	39,800.00	39,500.00	39,800.00	39,500.00		0.00	Invoiced semi-annually
	Expense	41,709.43	48,025.00	45,503.32	48,494.00	5,306.51	10.94	
	Net	(1,909.43)	(8,525.00)	(5,703.32)	(8,994.00)	(5,306.51)		
Arena - B	Revenue	129,152.18	127,600.00	129,842.75	128,400.00	35,258.89	27.46	
	Expense	219,383.71	219,944.00	222,999.12	244,970.00	61,075.41	24.93	
	Net	(90,231.53)	(92,344.00)	(93,156.37)	(116,570.00)	(25,816.52)		
Concession - B	Revenue	32,007.67	31,800.00	24,757.42	15,200.00	3,529.49	23.22	
	Expense	28,774.61	31,299.00	24,306.80	15,602.00	8,217.01	52.67	Seasonal
	Net	3,233.06	501.00	450.62	(402.00)	(4,687.52)		
Hall - B	Revenue	9,807.01	15,284.00	12,490.21	15,284.00	1,294.60	8.47	Less revenue
	Expense	52,827.86	75,863.00	53,487.31	81,593.00	16,144.93	19.79	
	Net	(43,020.85)	(60,579.00)	(40,997.10)	(66,309.00)	(14,850.33)		
Belgrave Community Centre	Revenue	13,524.00	13,305.00	13,794.48	14,029.00		0.00	Invoiced semi-annually

	Expense	51,098.74	51,503.00	52,229.93	53,129.00	1,689.15	3.18	
	Net	(37,574.74)	(38,198.00)	(38,435.45)	(39,100.00)	(1,689.15)		
Library - W	Revenue	15,000.00	15,000.00	15,000.00	15,000.00	3,750.00	25.00	
	Expense	32,744.41	32,561.00	22,838.96	31,838.00	6,934.46	21.78	
	Net	(17,744.41)	(17,561.00)	(7,838.96)	(16,838.00)	(3,184.46)		
Library - B	Revenue	9,999.96	9,996.00	9,999.96	9,996.00	2,499.99	25.01	
	Expense	13,024.23	14,732.00	13,699.09	14,812.00	4,369.15	29.50	
	Net	(3,024.27)	(4,736.00)	(3,699.13)	(4,816.00)	(1,869.16)		
Museum	Revenue	7,289.25	20,450.00	21,387.52	8,015.00		0.00	
	Expense	29,277.31	48,994.00	39,492.17	20,233.00	4,911.81	24.28	
	Net	(21,988.06)	(28,544.00)	(18,104.65)	(12,218.00)	(4,911.81)		
Memorial Hall	Revenue	45,910.96		2,263.05		10,100.70		
	Expense	121,968.33	63,659.00	92,220.60	63,571.00	10,256.01	16.13	
	Net	(76,057.37)	(63,659.00)	(89,957.55)	(63,571.00)	(155.31)		
	Revenue							
Blyth Meeting Room	Expense	1,351.03						
	Net	(1,351.03)	-					
PLANNING & ZONING								
Community Development	Revenue	2,277.00			68,008.00		0.00	Grants received later in year
	Expense	174,760.79	184,792.00	172,361.16	253,688.00	39,079.00	15.40	
	Net	(172,483.79)	(184,792.00)	(172,361.16)	(185,680.00)	(39,079.00)		
Planning & Zoning	Revenue	10,860.00	23,200.00	33,766.98	9,500.00	1,650.00	17.37	
	Expense	13,852.37	20,000.00	23,177.85	25,000.00		0.00	Expenses paid later in the year
	Net	(2,992.37)	3,200.00	10,589.13	(15,500.00)	1,650.00		
Drainage	Revenue	11,581.63	15,900.00	18,497.28	17,650.00	3,749.96	21.25	
	Expense	14,930.82	25,200.00	27,261.52	28,400.00	4,318.76	15.21	
	Net	(3,349.19)	(9,300.00)	(8,764.24)	(10,750.00)	(568.80)		
TOTAL OPERATING - Revenue		7,634,773.10	7,684,282.00	8,731,070.39	8,155,082.00	1,506,021.96	18.47	
TOTAL OPERATING - Expense		12,169,387.02	12,624,582.00	13,399,488.77	13,295,130.93	2,286,690.27	17.20	
		(4,534,613.92)	(4,940,300.00)	(4,668,418.38)	(5,140,048.93)	(780,668.31)		
2018 CAPITAL								
Theatre Repairs	Revenue				38,000.00		0.00	Not started
	Expense				38,000.00		0.00	
	Net				-	-		
Fire Grates	Revenue				6,500.00		0.00	Not started
	Expense				8,000.00		0.00	
	Net				(1,500.00)	-		
Police - Rifles	Revenue							
	Expense				12,000.00		0.00	Not started
	Net				(12,000.00)	-		
Police Station - Roof	Revenue				20,000.00		0.00	Not started
	Expense				26,000.00		0.00	
	Net				6,000.00	-		
Roads - Equipment Mower	Revenue							
	Expense				25,440.00		0.00	Not started
	Net				(25,440.00)	-		
Roads - Equipment Used Trackless	Revenue				30,000.00		0.00	Not started
	Expense				101,760.00		0.00	
	Net				(71,760.00)	-		
Roads - Tar & Chip	Revenue				46,452.00		0.00	Not started
	Expense				101,760.00		0.00	
	Net				(55,308.00)	-		
Roads - Westmoreland Street	Revenue							
	Expense				30,273.00		0.00	Not started
	Net				(30,273.00)	-		
Roads - Arthur Street	Revenue				282,384.00		0.00	
	Expense				282,384.00		0.00	Not started
	Net				-	-		
Howson Dam	Revenue				69,610.00		0.00	
	Expense				69,610.00	22,432.26	32.23	
	Net					(22,432.26)		
Streetlight LED Project	Revenue				461,508.00		0.00	
	Expense				461,508.00	389,322.68	84.36	Council approved project
	Net				-	(389,322.68)		
Sanitary Sewer - Equipment	Revenue							
	Expense				34,000.00	8,557.20	25.17	
	Net				(34,000.00)	(8,557.20)		
Sanitary Sewer - UV Replacement	Revenue							

	Expense					3,824.47		
	Net				-	(3,824.47)		
Sanitary Sewer - Arthur Street	Revenue							
	Expense				26,671.00		0.00	Not started
	Net				(26,671.00)	-		
Water - Equipment	Revenue							
	Expense				30,000.00	6,401.03	21.34	
	Net				(30,000.00)	(6,401.03)		
Water - Arthur Street	Revenue							
	Expense				26,671.00		0.00	Not started
	Net				(26,671.00)	-		
Cemetery - Niche Wall	Revenue				28,410.00		0.00	Not started
	Expense				40,000.00		0.00	
	Net				(11,590.00)	-		
Cemetery - Software	Revenue				50,091.00		0.00	Not started
	Expense				50,091.00		0.00	
	Net				-	-		
Daycare - Roof	Revenue				18,750.00		0.00	Not started
	Expense				25,000.00		0.00	
	Net				(6,250.00)	-		
Parks - Wayward Signs	Revenue				10,000.00		0.00	Not started
	Expense				10,000.00		0.00	
	Net				-	-		
Fitness - Tread Mill	Revenue							
	Expense				10,000.00		0.00	Not started
	Net				(10,000.00)	-		
Rec Admin - Legends Software	Revenue				5,000.00		0.00	Not started
	Expense				5,000.00	425.00	8.50	
	Net				-	(425.00)		
Arena W - Repairs	Revenue				15,255.00		0.00	Not started
	Expense				113,000.00	540.00	0.48	
	Net				(97,745.00)	(540.00)		
Arena W - Floor Scrubber	Revenue							
	Expense				7,500.00		0.00	Not started
	Net				(7,500.00)	-		
Arena W - Multi-purpose Cleaner	Revenue				6,500.00		0.00	
	Expense				6,500.00		0.00	Not started
	Net				-	-		
Arena W - CO Monitors	Revenue							
	Expense				10,000.00		0.00	Not started
	Net				(10,000.00)	-		
Fitness/Squash HVAC	Revenue							
	Expense				35,000.00		0.00	Not started
	Net				(35,000.00)	-		
Memorial Hall - Renovation	Revenue				154,590.00		0.00	
	Expense				154,590.00	18,112.35	11.72	Council approved
	Net				-	(18,112.35)		
	Revenue							
	Expense							
	Net							
	Revenue							
	Expense							
	Net							
	Revenue							
	Expense							
	Net							
TOTAL CAPITAL - Revenue		3,192,535.66	5,531,581.00	4,168,693.26	1,243,050.00	-	0.00	
TOTAL CAPITAL - Expense		3,372,791.05	5,820,987.00	4,385,399.93	1,740,758.00	449,614.99	25.83	
TOTAL CAPITAL AND OPERATING - Revenue		10,827,308.76	13,215,863.00	12,899,763.65	9,398,132.00	1,506,021.96	16.02	
TOTAL CAPITAL AND OPERATING - Expense		15,542,178.07	18,445,569.00	17,784,888.70	15,035,888.93	2,736,305.26	18.20	



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: 16/04/2018
SUBJECT: Recreation and Facilities 01-03-2018 Department Update
ATTACHMENTS: April at a Glance, Transfigured Town Media Release, Spring Swim Schedule, April Swipe and Win flyer.

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accept the Activity Report of the Director of Recreation and Facilities, dated April 16, 2018 for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Recreation Programming

March Break

March 12-16 was March Break. The Recreation Department hosted skating, swimming, and day camp activities. Daily public swimming in Wingham and skating in both Wingham and Blyth was offered. A total of 127 attended the camp, ranging from 18-28 per day. Total revenue was \$4,280 and expenses for staff and camp materials was \$2,245.33. The week was extremely busy with swimming and skating and a Friday bus trip to bowling in Goderich.

The Recreation Department hosted the Huron County Library staff at the Complex during March Break to assist with their Wingham Libraries Transforming Communities project. They were on site to survey residents to gather information to align library service with the community's aspirations. The information gathered will be shared with community partners if what they collect has broader implications than the library.

Final Ice

On March 3 the year end tournament for the Original Six Hockey League was held at the Westcast Complex. From March 23 to 25 the WOAA hosted the Year End Girls Hockey Tournament in Lucknow and Wingham. The Wingham Arena ice was well utilized on this weekend. The ice was removed from the Wingham facility on Monday March 26.

On March 24 Victim Services held a fundraising hockey game at the Blyth facility. The game was between North Huron Fire Services and Huron County OPP. The ice was removed from the Blyth facility on Friday March 30.

Spring Programs

Spring Recreation Programs are in full swing. The April at a Glance Flyer and the Spring Aquatic Schedule are attached to this report. Spring lessons at the aquatic centre are the busiest season for lessons in North Huron.

The Fitness Centre offers a Student Summer Membership from May to August for a discount price of only \$84 (tax included).

Wingham Wayfinding

Thanks to a team effort between Public Works, Recreation and Facilities and the Wingham BIA, the Wingham Wayfinding Signs project is nearing completion. It is anticipated the signs will be installed mid-June. One sample sign will be installed and assessed prior to all the signs being installed.

Friends of the Village of Blyth

This volunteer group is attending Council on April 16 to update Council on the excellent work they are contributing to the community.

Blyth Liquor License

Staff continue work on the Blyth liquor license for the Blyth and District Community Centre. Staff plan to bring the AGCO application to Council in the near future for consideration and approval.

North Huron Museum

Council made the decision not to proceed with the museum building renovations at the April 7, 2018 Council meeting. Staff have met with the Barn Dance Chairs, and reached out to the Wingham Horticultural Society to inform these stakeholders of Council's decision.

Festival of Wizardry – October 21-23, 2018

Transfigured Town has postponed their Festival of **Thrones** event, and the press release is attached. This is not to be confused with their Festival of **Wizardry** Event held at the Blyth Campground and Community Centre. This event is confirmed for October 21-23, 2018.

Richard W. LeVan Airport

As per Council's request, Pat Newson, Director of Recreation and Facilities presented the Huron County Feasibility Study for Goderich Municipal Airport and Richard W. LeVan Municipal Airport to the North Huron Economic Development Committee at their April 5th meeting.

Blyth Memorial Community Hall

The additional approved theatre lighting and sound equipment was delivered and installed at the theatre in March and early April. Progress continues on a few of the deficiency items from the renovation project. A meeting between the manufacturer, installer, consultant and Township to review the lower hall flooring was completed and the floor was accepted. The new LED house lights, light bulbs were installed and programmed. The carpentry repairs to the balcony front row are completed providing additional leg room acceptable to all stakeholders on the project. Minor repairs and carpentry projects have been completed. Outstanding items include the ice buildup and the heating unit for the east staircase, and some additional theatre lighting. Staff continue to work with the stakeholders, contractors and consultant to resolve these items.

Wingham Town Hall Theatre

There are performances coming up in April and May:

April 24, 26 and 29: Almost Famous Players Performance

May 5: Roy Orbison Tribute Concert

May 8: For the Love of Music Concert

FINANCIAL IMPACT

None

FUTURE CONSIDERATIONS

Next department update will be Monday May 7, 2018.

RELATIONSHIP TO STRATEGIC PLAN

Our community is Healthy and Safe

Our community is attractive and welcoming to new businesses and residents

Our administration is fiscally responsible and strives for operational excellence



Pat Newson, Director of Recreation
Facilities



Dwayne Evans, CAO

APRIL at a glance

hello
SPRING

Babysitting Course Friday, April 27th at the Knights of Columbus Centre

Saturday, June 9th at the NHWCC Hot Stove Lounge

Learn all the skills you need to know to become a certified babysitter! Each day runs from 9:00am - 4:30pm. Lunch is not provided. Each participant is required to bring a teddy bear and a writing utensil. Cost is \$80/participant. Must be 10+ years old.

P.A. Day Camp Friday, April 27th and Friday, June 8th at the NHWCC Hot Stove Lounge

Come join us for some swimming, fresh air, games and crafts! Each day runs from 8:30am - 5:00pm. Lunch is not provided. All of our leaders are high-5 and First-Aid CPR/AED certified. We will provide a safe, fun and happy environment for everyone! Open to ages 5-10 inclusive and cost is \$32/day.

Martial Arts Tuesday April 3rd - Thursday June 7th at Maitland River Elementary School

This course will focus on grappling techniques employed in Brazilian Jiu-Jitsu in a fun and safe environment to build strength and confidence. Learn a lot about self defense. Ages 5 - 16 from 6:30 - 7:30pm and ages 17+ from 7:30 - 8:30pm. Cost is \$80/person.

Student Summer Fitness Membership Tuesday May 1st - Thursday August 30th at NHWCC Fitness Centre

This student deal includes use of the Fitness Centre, Fitness Classes, Squash Courts, Basketball Court and the Boxing Area. Students must be full time in either the 2017/2018 or 2018/2019 school year. Cost is \$84 tax included! Don't miss out on this hot offer.

Lifesaving Society Instructor Course Friday May 11th - Sunday May 13th at NHWCC Aquatic Centre

Do you want to become a lifeguard? Come join us to become an instructor guard. Pre-requisites for this course are a minimum of 15 years old and you must have your Lifesaving Society Assistant Instructor Certification.

Lifesaving Society Standard First-Aid Monday May 14th, Wednesday May 16th and 23rd at NHWCC Hot Stove Lounge

Come get First Aid and CPR Certified! This 3 day course runs from 5:30 - 9:30pm each night. Cost is \$107/person.

Recert Course | Monday May 14th & Wednesday May 16th

Is your First-Aid about to expire? We've got you covered. This course is 2 nights and runs from 5:30 - 9:30pm. Cost is \$91/person. Come get re-certified!

Special Olympics Tuesday April 10th - Tuesday June 5th at NHWCC Aquatic Centre

This program runs for 9 weeks, every Tuesday night from 6:30 - 7:15pm. Open to ages 9-21. Cost is \$68.25/participant. Get comfortable in the water and practice swimming techniques!

Swim Club Monday April 9th - Monday June 4th at NHWCC Aquatic Centre

An introduction to competitive swimming. Improve fitness, build endurance, learn new skills and improve strokes. Participants are encouraged to strive for their own personal best! This program runs Monday nights from 4:30 - 5:30pm, open to ages 8+. Cost is \$68.25/participant.





www.northhuron.ca | (519) 357-1208 | recdept@northhuron.ca

Payment upon registration is mandatory. All programs are pre-registration only.

Spring Pool Schedule ~ NHWCC Aquatic Centre

(Monday, April 2 - Friday, June 29, 2018)

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY
Lane Swim 6:00-8:30am	AQUAFIT (Open Swim Leisure Side) 7:30-8:30am	Lane Swim 6:00-8:30am	AQUAFIT (Open Swim Leisure Side) 7:30-8:30am	Lane Swim 6:00-8:30am		
AQUAFIT (Open Swim Leisure Side) 8:30-9:30am		AQUAFIT (Open Swim Leisure Side) 8:30-9:30am		AQUAFIT (Open Swim Leisure Side) 8:30-9:30am	AQUAFIT Adult & Tot (Apr. 14 - Jun. 9) 8:30-9:30am	
EASY DOES IT Lane Swim (deep side) 9:30-10:30am	Preschool Lessons 9:30-10:00am *register	EASY DOES IT Lane Swim (deep side) 9:30-10:30am	Daytime rentals available for school groups 519-357-1208	Rental Time	<i>Lessons</i> 9:45-11:45am *register	
AQUAFIT (Open Swim Leisure Side) 10:30-11:30am	Adult & Senior 10:00-11:00am	AQUAFIT (Open Swim Leisure Side) 10:30-11:30am		AQUAFIT (Open Swim Leisure Side) 10:30-11:30am		
Lane Swim Adult & Tot 11:45-1:00pm	Adult & Tot 11:00-1:00pm	Lane Swim Adult & Tot 11:45-1:00pm		Lane Swim Adult & Tot 11:45-1:00pm	Birthday Party Rental Time 12:00-1:00pm	Birthday Party Rental Time 12:00-1:00pm
Rental Time	AQUAFIT 12:00-1:00	Rental Time		Rental Time		<i>Public Swim</i> 1:00-3:00pm
Adult & Senior 3:00-4:00pm	NEW TOONIE TUESDAYS! ALL DROP IN PROGRAMS \$2.00 (all ages)	Adult & Senior 3:00-4:00pm		Adult & Senior 3:00-4:00pm		Birthday Party Rental Time 3:00-4:00pm
SWIM CLUB 4:30-5:30pm *register		Rental Time				
<i>Private Lessons</i> 5:30-7:00pm *register	Youth Special Olympics 6:30-7:15pm *register	<i>Lessons</i> 5:30-8:00pm *register	TOONIE Public Swim 6:30-7:30pm	Birthday Party Rental Time 5:30-6:30pm	For more information about birthday parties and private rentals contact Kim Scholl, 519-357-1208 x23 	
AQUAFIT (Open Swim Leisure Side) 7:30-8:30pm	Lane Swim (open swim leisure side) 7:30-8:30pm		AQUAFIT (Open Swim Leisure Side) 7:30-8:30pm	Family LOONIE TOONIE Swim 6:30-8:00pm		

SWIM ADMISSIONS 0-5 ~ Free, 6-17 ~ \$4.00, 18+ ~ \$5.00, Family (max of 6) \$12.00



P.A. Day Swims
~April 27th ~ June 8th ~ June 29th ~

Holiday Closures
~ May 21st ~

Schedule Changes
Tuesday evening Lane Swim cancelled April 3rd, 7th and May 8th
Tuesday noon Aquafit cancelled June 12, 19 & 26



SWIPE & WIN

WIN 2 - 1 MONTH FREE MEMBERSHIP

KEEP 1 • GIVE 1

APRIL 2 TO 30

WINNER WILL BE CHOSEN AT RANDOM FROM ALL SCANS MADE @ ALL NH ACCESS DOORS

NO CASH VALUE • BOTH MEMBERSHIPS MUST BE USED BY SEPTEMBER 30, 2018

GET 1 = MEMBERS WILL BE EXTENDED/PAYMENT HELD FOR 1 MTH OF CURRENT MEMBERSHIP TYPE

GIVE 1 = NEW MEMBERS ONLY



Festival of Thrones Postponed

*For Release on **Thursday April 12th, 2018***

Transfigured Town Inc. regretfully announces that the Festival of Thrones is being rescheduled to a yet to be determined future date. Ticket holders and vendors have been notified and will both receive a full refund within the next 10 days.

Nathan Swartz, company president, states that, "The majority of current ticket holders have purchased tickets for Fandom day. Being unable to secure the celebrities we needed to be a success, we felt this postponement was an unfortunate necessity."

On a positive note, this decision will allow Transfigured Town's small but mighty team to focus solely on September's Festival of Wizardry event which has already secured the necessary acting talent and other amazing entertainers for this year. Transfigured Town wholeheartedly expressed its continued gratitude for the Village of Blyth's ongoing support of their events.

-30-

For more information regarding future festivals, to arrange interviews or for fact checking purposes please feel free to email nswartz@transfiguredtown.com:

Nathan Swartz
President
Transfigured Town Inc.
119 Bruce Street East
Goderich ON
N7A 1S8



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sean McGhee
DATE: 16/04/2018
SUBJECT: Monthly Operational Report – Public Works Department – March 2018
ATTACHMENTS: March Operational Report - Veolia

RECOMMENDATION:

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

EXECUTIVE SUMMARY

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

DISCUSSION

Administration

Continued work with the 2018 Operational Budget. Tender was released for pre-approved capital work on Arthur Street. Drainage Superintendent training course was completed. Secured pricing for annual OSIM bridge inspection reports.

Fleet

Routine maintenance of fleet equipment continued throughout the month to maintain operational readiness. Landfill compactor repairs were completed and the unit was returned to service.

Roadside

Tree trimming and removal work was performed at various rural locations as conditions and schedule permits.

Hardtop

Seasonal work. Some pothole repairs were completed.

Loosetop

Light grading of gravel roads and repair of washouts were undertaken on rural roads.

Winter Operations

Winter operations continued through March.

Safety Devices & Signage

Nothing to report for this period.

Bridges & Culverts

Nothing to report for this period.

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

Service delivery assessment was completed, with changes to delivery approved by Council. Notification documentation was prepared for distribution.

Capital Projects

Arthur Street industrial land strategy tender was released.

Water & Wastewater

Monthly meeting with Veolia was completed. Summary of operations is appended to this report.

FINANCIAL IMPACT

No immediate financial impact at this time.

FUTURE CONSIDERATIONS

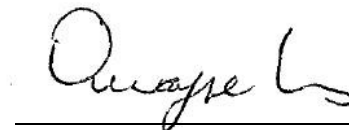
No future consideration at this time.

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



TOWNSHIP OF NORTH HURON
WATER AND WASTE WATER MONTHLY REPORT

March 2018

Prepared by: Veolia Water

INTRODUCTION

1) NORTH HURON WATER SYSTEMS

a) WINGHAM WATER

- i) **Laboratory Results: Laboratory Results:** All lab results were compliant
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** There were no regulatory issues during this reporting period
- iv) **Distribution:** All weekly and routine maintenance was performed, Meter reading
- v) **Maintenance and services Performed:** 12 Water meters either repaired or replaced, locates, water turn on/off requests, water meter readings, installed new SCADA at well 3
- vi) **Customer complaints:** No Customer complaints during the reporting period

b) BLYTH WATER

- i) **Laboratory Results: Laboratory Results:** All lab results were compliant
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** There were no regulatory issues during this reporting period
- iv) **Distribution:** All weekly and routine maintenance was performed, Meter reading
- v) **Maintenance and services Performed:** Locates and water turn on/off requests
- vi) **Customer complaints:** There were no customer complaints during the reporting period

c) DWQMS (Drinking Water Quality Management System)

Off-site NSF-International Documentation Audit Scheduled for August 20, 2018

2) FACILITIES

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

3) NORTH HURON WASTEWATER SYSTEMS



a) WINGHAM WASTEWATER

- vii) **Laboratory Results:** All lab results were compliant
- viii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- ix) **Regulatory:** There were no regulatory issues during this reporting period
- x) **Distribution:** All weekly and routine maintenance was performed
- xi) **Maintenance and services Performed:** 4 sewers inspected with the sewer camera
- i) **Customer complaints:** no complaints during the reporting period

b) BLYTH WASTEWATER

- i) **Laboratory Results:** All lab results were compliant
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** There were no regulatory issues during this reporting period
- iv) **Distribution:** All weekly and routine maintenance was performed
- v) **Maintenance and services Performed:** Blower #2 Installed
- vi) **Customer complaints:** No complaints during the reporting period

4) VEOLIA AND NORTH HURON OPERATIONS MEETINGS

- a) April 12 2018
- b) April 16, 2018 Project Manager to attended North Huron Council Meeting to present a brief summary of activities in 2017

5) ITEMS OUTSTANDING

N/A





TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Kirk Livingston
DATE: 16/04/2018
SUBJECT: Building Department Activity Report – January, February, March
ATTACHMENTS:

RECOMMENDATION:

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

EXECUTIVE SUMMARY

The Building Department's main objective is to provide the best professional service to administer and enforce the Ontario Building Code. Through the examination of plans, issuance of building permits, and performing inspections, we ensure compliance with building standards of the Ontario Building Code and ensure health and safety, fire protection and structural sufficiency in all buildings in the Township.

The CBO provides monthly updates to Council on the operations of the Shared Services Building Department.

DISCUSSION

Building Permit Report for January, February & March 2018

Permit #	Permit Type	Value of Project	Sq. Metre New Const.	Status
1-2018	New Residential Dwelling	\$ 218,000.00	312	issued
2-2018	Agricultural Livestock Facility	\$ 400,000.00	664	issued
3-2018	Residential Addition	\$ 50,000.00	111.7	issued
4-2018	Septic System	\$ 6,000.00	102	issued
5-2018	New Residential Dwelling	\$ 240,000.00	138	issued
6-2018	Agricultural Storage Shed	\$ 20,000.00	262	issued
7-2018	Residential Addition	\$ 130,000.00	103.49	issued
8-2018	Accessory Building	\$ 8,000.00	148.6	issued
9-2018	Residential Addition	\$ 275,000.00	201	issued
10-2018	Septic System	\$ 8,000.00	117	issued
11-2018	Residential Addition	\$ 55,000.00	56.11	issued
12-2018	Accessory Building	\$ 90,000.00	111.48	issued

Total Value of Construction to date; \$1,712,001.00 (last year; \$660,535.95) (10 permits)

Zoning certificates issued to date; 15 (last year 17)

FINANCIAL IMPACT

No financial impact at this time

FUTURE CONSIDERATIONS

No future considerations at this time

RELATIONSHIP TO STRATEGIC PLAN

Goal #2 the Township's residents are engaged and well informed. Goal #4 the Township is fiscally responsible.



Enter your name, enter your role



Dwayne Evans, CAO

RECEIVED

APR 10 2018

TOWNSHIP OF NORTH HURON

Alzheimer Society

HURON COUNTY

April 4, 2018

Reeve, Neil Vincent
Municipality of North Huron
P.O. Box 90, 274 Josephine Street
Wingham, Ontario
N0G 2W0

Dear Reeve Vincent:

The Alzheimer Society of Huron County would like to take this opportunity to thank the Municipality of North Huron for supporting our application with your letter of support to the Ministry of Senior Affairs, Seniors Community Grant Program for our submission with Dementia Friendly Communities within Huron County.

Unfortunately we were not successful in securing the grant; however we do plan to continue to investigate the possibility of Dementia Friendly Communities within Huron County. I will keep you informed as we seek to develop this further.

Thank you for your interest and support.

Sincerely,



Cathy Ritsema
Executive Director



Big Brothers Big Sisters
of North Huron

RECEIVED

APR 10 2018

TOWNSHIP OF NORTH HURON

Dear Neil & Councillors:

This comes as a "thank you" for your support of North Huron Big Brothers and Big Sisters Bowl for Kids' Sake event.

Your contribution of \$100 was greatly appreciated. We had set a goal of \$10000, and we raised \$12,500. All of the money raised stays in North Huron. It was a very exciting time with 20 teams participating.

Once again, thank you. Perhaps, next year, there could be a team of councillors and staff!

Sincerely,
David Shaw
event chair



March 20, 2018

To: *Township of North Huron*

From: Ray Storey



Please ensure everyone on Municipal Council receives a copy in this in his/her agenda meeting package. Please reply. Thank you kindly.

COUNCIL HAS MORE AUTHORITY THAN JUDGES

Municipal Councilors don't realize the Authority that they possess. I have heard Councilors say "We have to do things because of the Provincial Policy Statement or the Municipal Planners have Authority above Municipal Councilors."

Municipal Councilors have more Authority than a Superior Court Judge. Municipal Councilors have Authority to form laws. Superior Court Judges do not.

Municipal Councilors have Authority to make remedy for a violation of a By-Law by proceeding through Court or by applying remedy directly to the accused tax bill without any consideration of harm.

A Superior Court Judge must not consider or apply remedy without absolute proof of harm. In Canada the accused is to be presumed innocent until proven guilty.

It is because of this high level of Authority that it is imperative the Municipal Councilors refrain from forming and passing By-Laws that interfere or violate Private Property and Human Rights.

Do Municipal Mayors or Reeves know that they are the highest level of a Peace Officer in the Municipality? This may be a criminal conflict of interest if a Mayor or Reeve was to pass and sign a By-Law that restricts or violates Private Property Rights.

Ray Storey

A handwritten signature in cursive script that reads "Ray Storey".

Ministry of Citizenship
and Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Téléc.: (416) 325-6195



APR 06 2018

Dear Friends,

Every year since 1993, the Government of Ontario has presented the **Lincoln M. Alexander Award** to honour up to three young Ontarians who have demonstrated exemplary leadership in contributing to the elimination of racial discrimination in Ontario.

Today, I am writing to encourage you to submit a nomination for a young person whom you believe to be deserving of recognition for the **Lincoln M. Alexander Award**. Recipients will be recognized at a special ceremony and receive a cash prize of \$5,000 and a framed certificate. The nominations can be submitted under the following two categories:

- Community
- Student

To submit a nomination for this award:

1. Visit ontario.ca/honoursandawards.
2. Select the **Inclusion** category.
3. Click on **Lincoln M. Alexander Award**.
4. Download the PDF form.
5. Read the eligibility criteria and instructions carefully.
6. Fill out the form and submit it **no later than May 31, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions, please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

A handwritten signature in black ink, reading "Laura Albanese".

Laura Albanese
Minister

Ministry of Citizenship
and Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et
de l'Immigration

Ministre

6^e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Téléc.: (416) 325-6195



06 AVR. 2018

Madame, Monsieur

Chaque année depuis 1993, le gouvernement de l'Ontario honore jusqu'à trois jeunes, pour leur leadership exemplaire, dans leurs efforts visant l'éradication de la discrimination raciale en Ontario, en leur présentant le **Prix Lincoln M. Alexander**.

Aujourd'hui, je vous écris pour vous encourager à soumettre une candidature au **Prix Lincoln M. Alexander**. Les récipiendaires seront honorés à l'occasion d'une cérémonie spéciale, et recevront un prix de 5 000 \$ et ainsi qu'un certificat encadré. Les candidatures peuvent être soumises en ces deux catégories suivantes :

- Communauté
- Étudiant

Pour présenter une candidature pour ce prix :

1. Visitez la page ontario.ca/distinctionsetprix.
2. Sélectionnez la catégorie **Inclusion**.
3. Cliquez sur **Prix Lincoln M. Alexander**.
4. Téléchargez le formulaire PDF.
5. Lisez attentivement les critères d'admissibilité et les instructions.
6. Remplissez le formulaire et **présentez-le au plus tard le 31 mai 2018**.
Les instructions pour la présentation de la candidature se trouvent sur le site Web.

Si vous avez des questions, veuillez appeler au 416 314 7526, sans frais au 1 877 832 8622 ou ATS 416 327 2391, ou écrire à l'adresse ontariohonoursandawards@ontario.ca.

Merci de l'appui que vous apportez à cet important programme de reconnaissance. Veuillez agréer, Madame, Monsieur, l'expression de mes sentiments les meilleurs.

La ministre,

A handwritten signature in black ink, appearing to read "Laura Albanese".

Laura Albanese



Mailed — 121-MP's
April 10/18 22- Senator

The Corporation of the
TOWNSHIP OF BALDWIN

P.O. Box 7095, 11 Spooner Street
MCKERROW, ONTARIO
POP 1M0

TEL: (705) 869-0225 FAX: (705) 869-5049

April 9th 2018

Dear Members of Parliament, House of Commons,

In our absence from being able to speak in person on this matter of Bill C-71, I request that our esteemed colleagues from the Canadian Shooting Sports Association (CSSA) be allowed to speak on our behalf. These folks are well versed in the existing firearms legislation and licensing requirements in Canada and can easily explain to non-firearm's owners current legislation already in place and the rigorous criteria needed to obtain a Firearms License or PAL that is required before any person can purchase any firearm or any ammunition.

We have listened to both sides of the debate concerning bill C-71 and have also done extensive reading on the matter, reviewed the flawed statistics charts that single out the lowest year of crime in 40 years and use it as a base point for increase or decrease. Its unfortunate that the Federal Government and News Media do not realize what's contained in the currant legislation that is already in place and has been since the mid 1990's. Rather than create new legislation, why not spend the time and money in enforcing the laws that are on the books today that never really seems to matter as a deterrent to the criminal and gang element?

The RCMP daily checks all Firearms License holders (Commonly called Firearms License or PAL) in Canada for any wrong doing and that is more than sufficient without putting additional or duplicate checks in place.

Simply enforce the laws that are in place now without putting new ones in place.

We have heard numerous times that a Police Officer needs to know what firearms he may be facing each time he comes to a residence. That statement, if applied, creates a very false sense of security because if the answer came back and said “no firearms” and he/she proceeds with that thought in mind, and it just happens to be a criminal with illegal firearms, then what happens? However, the Police know better than that and always proceed with caution to any domestic dispute but the Media like to glamourize it as a selling point for any proposed new gun legislation.

The Conservation Officers (CO'S) in this province during a single hunting season encounter more law-abiding people with firearms than most police officers would in their entire career. Many of these encounters are often in very remote locations with no cell service. There are no issues with their checks due to the fact that the majority of all firearms owners are very responsible citizens. For those folks that are unsure of a “Conservation Officer's” duty, they are officers that work for the MNRF enforcing all the hunting and fishing laws in all parts of the province.

Much of our country was founded and built with the use of firearms first in the fur trade and then in the rebellions/uprisings in the 1700's and 1800's and then the wars.

Many Canadian families have a long list of service in the military in WW 1 and WW2 and Foreign Wars with many being left overseas at very young ages. These folks fought for some of the rights and the privileges that we have today.

Trapping has been and still is a way of life for generations in many families.

For many Ontarian's firearms are a part of their lifestyle and culture and heritage especially those living in the north and even to some extent those in the GTA.

I'm asking that you make a wise move and cancel Bill C-71 and simply enforce the legislation that is in place.

Thanks very much,

Sincerely.

**Mayor Vern Gorham,
Township of Baldwin.**

THE CORPORATION OF THE TOWNSHIP OF BALDWIN

MOVED BY:

David Fairbairn

DATE: April 9th, 2018

SECONDED BY:

B. H. McDowell

MOTION NO.: 18-39

NOW THEREFORE BE IT RESOLVED THAT: The Township of Baldwin send the attached explanatory letter to all Municipalities in Ontario for their support via e-mail as well as by Canada Post to all MP'S and Senators that represent our Province of Ontario.

We don't need bill C-71 and it should be quashed without further ado.

Carried

☒

Defeated

☐

Mayor

W. C.



RECORDED VOTE	FOR	AGAINST
Vern Gorham	<input checked="" type="checkbox"/>	<input type="checkbox"/>
David Fairbairn	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Texas MacDonald	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Ray Maltais	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bert McDowell	<input checked="" type="checkbox"/>	<input type="checkbox"/>



VIA EMAIL

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

April 11, 2018

Federation of Canadian Municipalities, Brock Carlton
Association of Municipalities of Ontario, Pat Vanini
Large Urban Municipal Caucus of Ontario (LUMCO), Mayor Jeffrey
Mayors and Regional Chairs Caucus of Ontario (MARCO), Ken Seiling
Rural Ontario Municipal Association (ROMA), Mayor Ronald Holman
Northwestern Ontario Municipal Association (NOMA), Mayor Wendy Landry
Federation of Northern Ontario Municipalities (FNOM), Mayor Alan Spacek
Conservation Authority of Ontario, Richard Hibma
all Ontario municipalities

Please be advised that at its meeting held Wednesday, March 28, 2018, the Council of the Regional Municipality of Halton adopted the following resolution:

**RESOLUTION: Seeking Support on the Court Application Involving the CN
Truck-Rail Development in the Town of Milton**

WHEREAS under the Municipal Act, Ontario municipalities have the authority and responsibility to advance and protect the “economic, social and environmental well-being of the municipality” and the “health, safety and well-being of persons”;

WHEREAS the Provincial Government has designated Ontario municipalities to have responsibility to establish official plans that meet or exceed provincial standards for managing and directing physical change and effects on the social, economic, built and natural environment;

WHEREAS Halton Region and its area municipalities (“Halton Municipalities”), in partnership with Conservation Halton, have carried out multi-year, multi-phase planning processes to update their applicable official plans to address all relevant provincial plans and policy and foster healthy communities;

WHEREAS the most recent Halton Region official plan process engaged railways, including CN Rail, and was amended to accommodate stated railway plans for rail-supported development;

Regional Municipality of Halton

HEAD OFFICE: 1151 Bronte Rd, Oakville, ON L6M 3L1

905-825-6000 | Toll free: 1-866-442-5866

WHEREAS contrary to its own stated plans, CN Rail has declared its intention to proceed with a new stand-alone, truck-rail development in the Town of Milton that would operate 7 days a week, 24 hours a day and add at least 1,600 truck trips a day on regional roads located in close proximity to existing and planned residential communities;

WHEREAS CN Rail has declared that Ontario and the Halton Municipalities have no regulatory role whatsoever with respect to the truck-rail development;

WHEREAS the Halton Municipalities, Conservation Halton, and Halton residents have concerns about the impacts of CN's proposed development on traffic congestion, community growth, health and safety, and the local environment;

WHEREAS the Halton Municipalities and Conservation Halton recognize that railways are a matter of federal jurisdiction, but assert that truck-rail developments have non-rail aspects that engage multiple areas of provincial and municipal government regulatory responsibility;

WHEREAS CN's truck-rail development engages numerous provincial and municipal by-laws, policies and plans that govern growth in the Halton Municipalities, including but not limited to, policies in Ontario's Growth Plan, Greenbelt Plan, the Provincial Policy Statement, and the provincially approved Official Plan for Halton Region and the Town of Milton;

WHEREAS CN's position that its proposed truck-rail development falls exclusively under federal jurisdiction, if upheld, would create a regulatory gap that would prevent the Province of Ontario, the Halton Municipalities and Conservation Halton from discharging their statutory responsibilities, and leave CN Rail, a for-profit company, to self-regulate on matters that engage provincial and municipal responsibilities;

WHEREAS the Halton Municipalities and Conservation Halton have commenced a Court Application (the "Application") to confirm their legitimate regulatory role in respect of the proposed CN development; and

WHEREAS irrespective of the merits of CN's proposed development, CN's interpretation of jurisdiction over this development, if upheld, would be detrimental to all provinces and municipalities that contain existing or proposed developments that engage matters of federal, provincial and municipal regulatory interest.

NOW THEREFORE BE IT RESOLVED:

1. THAT Regional Council endorse the principles that:
 - a. there must be a cooperative approach to all developments that engage federal, provincial and municipal regulatory matters.

- b. the existence of federal regulation over a development does not preclude and may require provincial and municipal regulation of the proposed development to avoid regulatory gaps.
2. THAT Halton Region calls on the Government of Ontario to join the Court Application of the Halton Municipalities.
3. THAT a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; the Honourable Bill Mauro, Minister of Municipal Affairs; the Honourable Yasir Naqvi, Attorney General of Ontario; Halton's Members of Parliament (MPs), Members of Provincial Parliament(MPPs), and Leaders of the Opposition Parties.
4. THAT a copy of the attached resolution be forwarded to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Large Urban Municipal Caucus of Ontario (LUMCO), the Mayors and Regional Chairs Caucus of Ontario (MARCO), the Rural Ontario Municipal Association (ROMA), the Northwestern Ontario Municipal Association (NOMA), Federation of Northern Ontario Municipalities (FNOM), the Conservation Authority of Ontario, and to all Ontario municipalities for their endorsement.

As per the above resolution, please accept this correspondence and attached resolution for your information and consideration.

If you have any questions please contact me at extension 7110 or the e-mail address below.

Sincerely,



Graham Milne
Regional Clerk
graham.milne@halton.ca



Friends of the Village of Blyth

Presentation to
North Huron Council
April 16, 2018



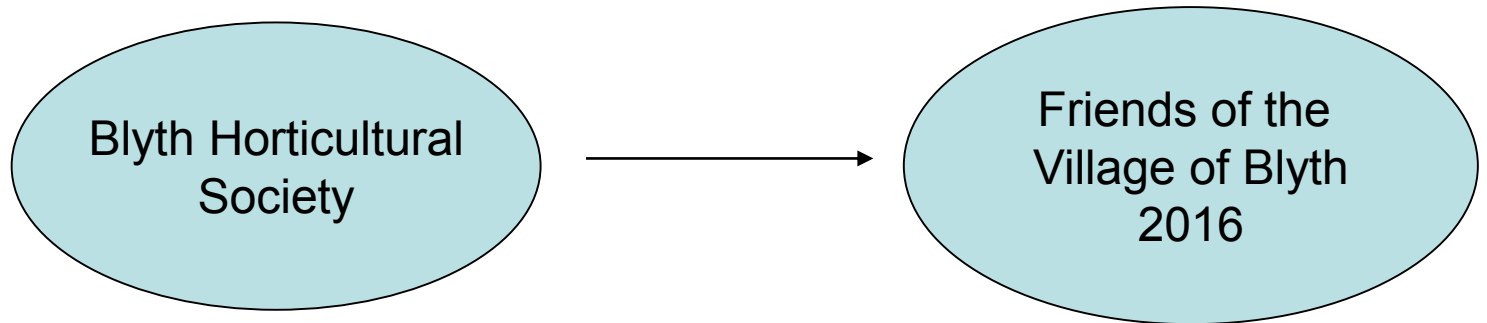
Agenda

- Introduction to Group
- Tour of Beautiful Blyth!
- Fundraising
- Social Media





Introduction to Group





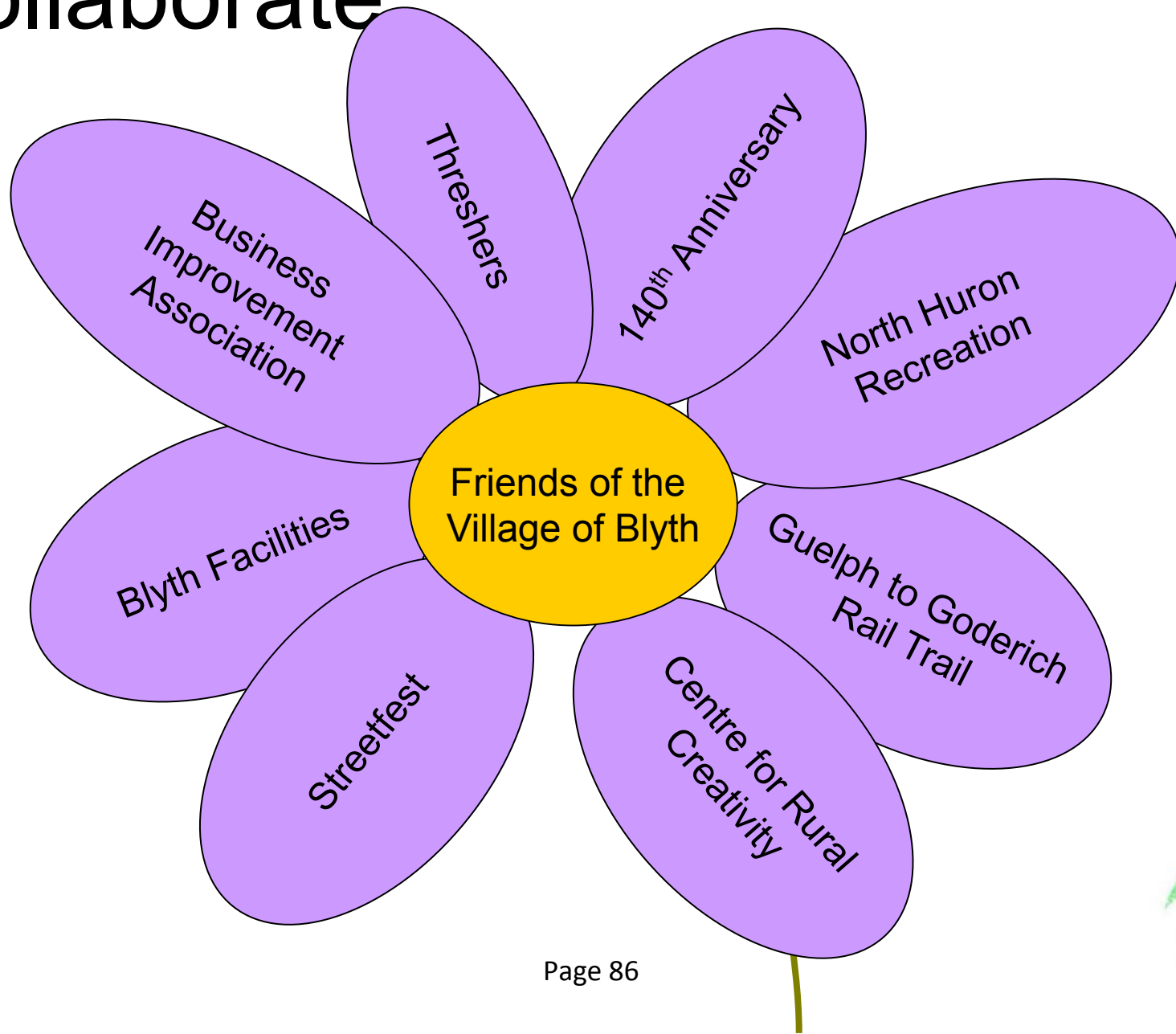
Pat Bernard
 Wanita Bibok
 Sharlene Bolen
 Hope Button
 Vicky Bremner
 Sharen Davis
 Laura Edgar

Members

Bev Elliot
 Diane Ferguson
 Candace Howson
 Janice Peters
 Irene Kellins
 Lissa Kolkman
 Nellie Mason
 Donna Moore
 Herman Mooy
 Cathy O'Donnell
 Zoe Onn
 John Stadelman
 John Stewart
 Gary VanLeewan



Collaborate





ANNUAL SPRING GARDEN CLEAN-UP

• APRIL 23, 2017 •

• ALL WELCOME • 1 PM, GREENWAY
TRAIL ENTRANCE. BRING YOUR
TOOLS. FOR DETAILS SEE OUR
FACEBOOK PAGE





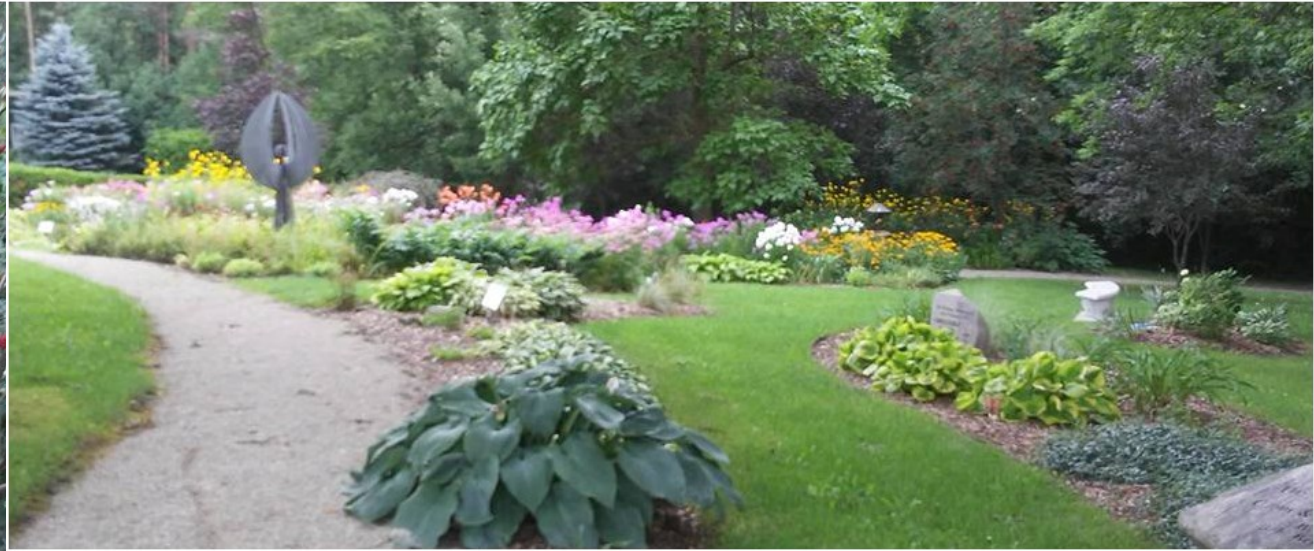
Tour of Beautiful Blyth!



Blyth Public Spaces



Memory Garden



Horticultural Park



[illegible]

Greenway Trail





Butterfly Garden



Blyth Union Cemetery



**Hosta
donations
*needed***
for the Blyth Cemetery



**Hosta donations *needed*
for a spring planting bee!**

CAROL GROSS BEGAN THE PRACTICE OF PLANTING DONATED HOSTAS EVERY SPRING AT THE BLYTH CEMETERY. WE CONTINUE THIS TRADITION IN HER MEMORY. IF YOU HAVE ANY EXTRA HOSTAS THIS SPRING THAT YOU'D LIKE TO DONATE, PLEASE LET US KNOW. CONTACT INFO:



@FriendsOfTheVillageBlyth

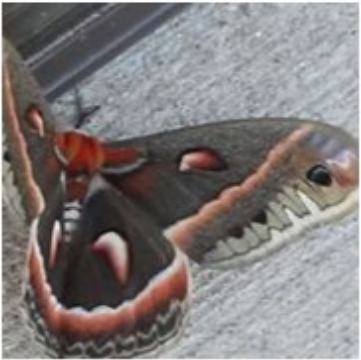
call 519-523-9819 or email friendsofthevillage@gmail.com

North & South End Signs



Blyth Public Spaces





Fundraising



ORDER YOUR **Belle of Blyth** custom day lily

visit
Stitches
With a Twist,
404 Queen
Street,
Blyth
or
call:

519.
523.
9449

\$15
each



@FriendsoftheVillageBlyth

A project of the Friends of the Village
of Blyth community group. Proceeds
to Blyth green space improvement.



Friends of the
Village of Blyth

Raffle Draw

1st

First prize: "O
Canada" Lap Quilt

2nd

Second prize: Stained
Glass with Canada's
150th Logo

3rd

Third prize: 3 "Belle
of Blyth" Day Lilies
and a Basket of
Robinson's Maple
Syrup

Draw to be held
Sunday, July 30, 2017
at 1 pm at the Blyth Arena
Licence #M777186

Tickets \$2 each or 3 for \$5

Draw:
July
30

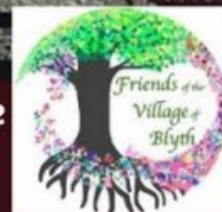


For tickets, visit:

- * Queens Bakery
- * Stitches With a Twist
- * The Citizen
- * Spa Essentials



A project of the Friends of the Village
of Blyth Community group. Proceeds
to Blyth green space improvement.



Send us your
Autumn photos
of Blyth for...

a Blyth Calendar

Send us your pics:

- Blyth public spaces
- Blyth green spaces
- Blyth gardens & flower beds
- Greenway Trail

Email: friendsofthevillage@gmail.com

The Friends of the Village of Blyth are now collecting photos of Blyth for a 2020 calendar featuring our village's public & private gardens & green spaces. The calendar will be available for sale in 2019. Contact any Friends member for more info or visit us on Facebook.





Social Media

Facebook & Instagram



Friends of the Village of Blyth

Published by Sharlene Young-Bolen · March 20 at 1:21pm ·

Happy first day of Spring to all!

Has Springtime sprung in your garden? Please share your photos with us. We'd love to see them. What's the very first green sprout of new life that you see in your yard?



thefriendsofblyth



99

posts

184

followers

292

following

Message



The Friends of Blyth

Community

The Friends of the Village of Blyth is a committee of community groups & individuals providing care for Blyth's public gardens & green spaces

Followed by [cowbellbrewing](#) and [rfmarshall](#)

Call

Email



Join us in July for

Yoga on the Greenway Trail

Mondays
July 10, 17, 24, 31
from 7 to 8 pm

Yoga Instructor: Carol Phillips



Please note: in the case of inclement weather, classes will be held at the Emergency Services Training Centre, 40193 Blyth Rd., Blyth









Annual Activities Review

The Township of North Huron Water
and Wastewater Operations and
Maintenance Summary 2017 Presented
by Veolia Water

Water Projects/ Improvements/ Maintenance Completed

Wingham Water

- Pre-contact and POE analyzer replaced at Well 4
- New water main on North St
- New chlorine pump installed at Well 3
- Wingham distribution hydrant flushing
- Hydrant painting
- Maintenance as per computerized maintenance system

Blyth Water

- Blyth distribution hydrant flushing program
- Hydrant painting
- Preventative maintenance performed as per the computerized maintenance program

Wastewater Projects/Improvements/ Maintenance Completed

Wingham Wastewater

- UV system replaced
- Auto-sampler replaced
- Preventative maintenance completed as per the computer generated maintenance system

Blyth Wastewater

- Clarifier rebuilt
- Blower # 2 rebuilt
- Preventative maintenance completed as per the computer generated maintenance system

MOECC Inspections 2017

- Wingham Drinking Water System September 14, 2017
 - 100% Inspection rating
- Blyth Drinking Water System January 11, 2017
 - 100% Inspection rating

Drinking Water Quality Management System

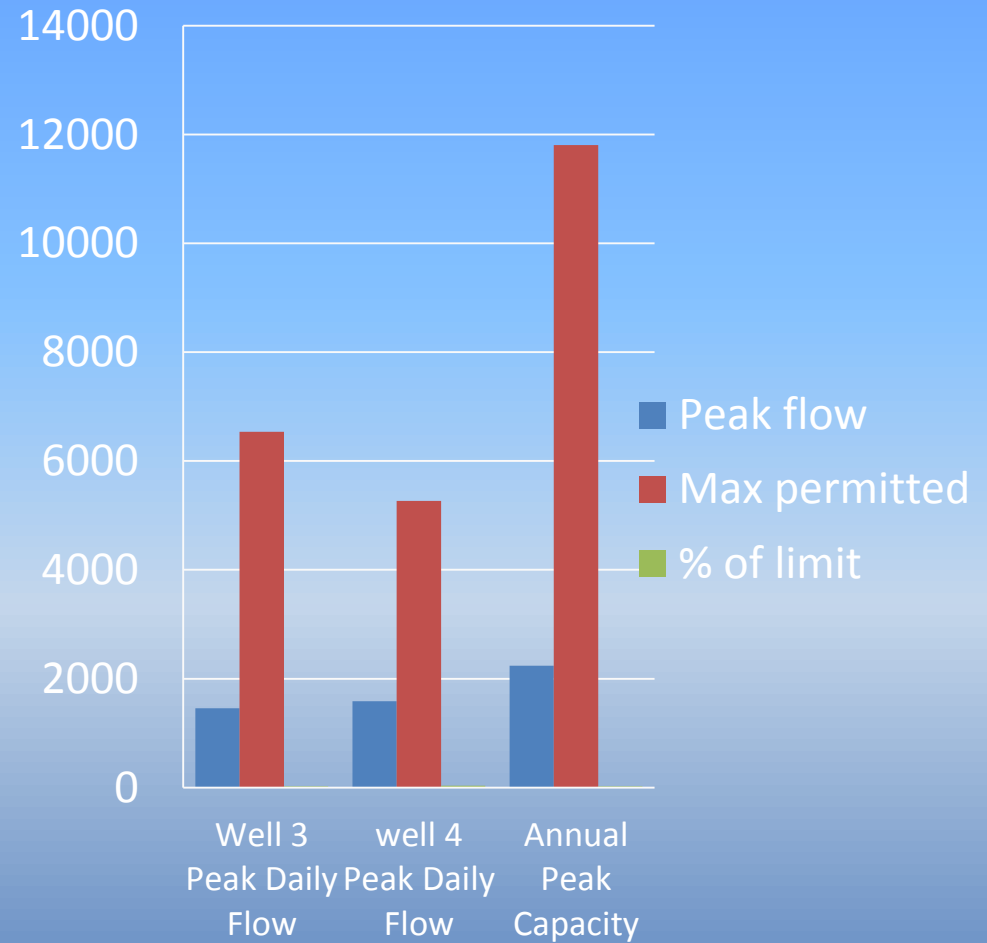
- Many updates made to incorporate Well 5 in Blyth (SOP's, contingency plans, maintenance schedule, sample schedule, system description, emergency phone list, etc.)
- External Audit performed by NSF International October 12, 2017
- 2 Minor Non-conformances Identified and addressed- monitoring the effectiveness of the corrective actions throughout this operating year
- 2018 External Off-site Audit scheduled for August 20th 2018

Water Taking Limits 2017

Wingham Water PTTW: 7003-7GUHVA

- Permit to take water permits a max daily flow :
 - Well 3: 6537m³/day
 - Well 4 : 5270m³/day
 - Total: 11807m³/day
- Peak flows for 2017:
 - Well 3: 1454m³ (22.2%)
 - Well 4: 1584m³ (30.1%)
 - Max daily flow: 2241m³ (19%)

Wingham Water Taking 2017 Cubic Meters

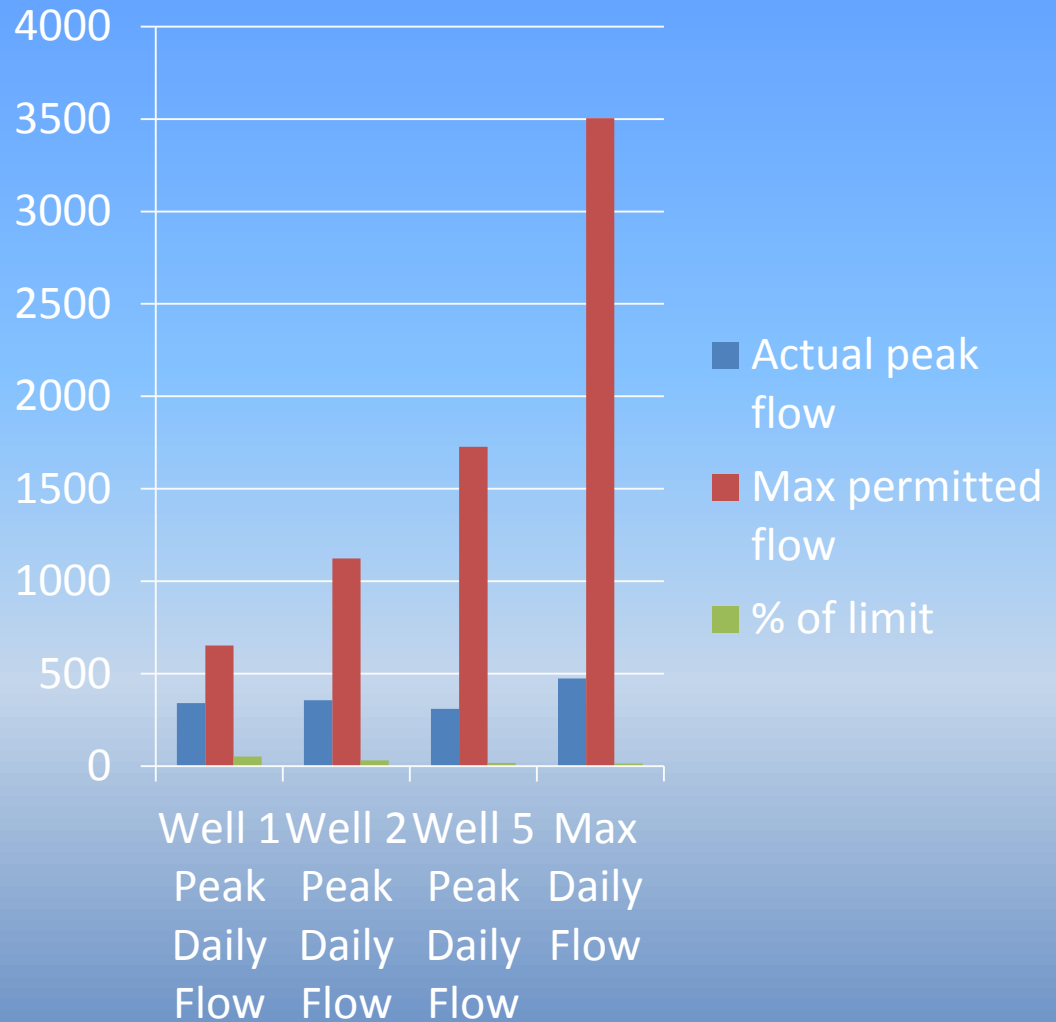


Water Taking Limits 2017

Blyth Water PTTW: 6057-A3SJAU

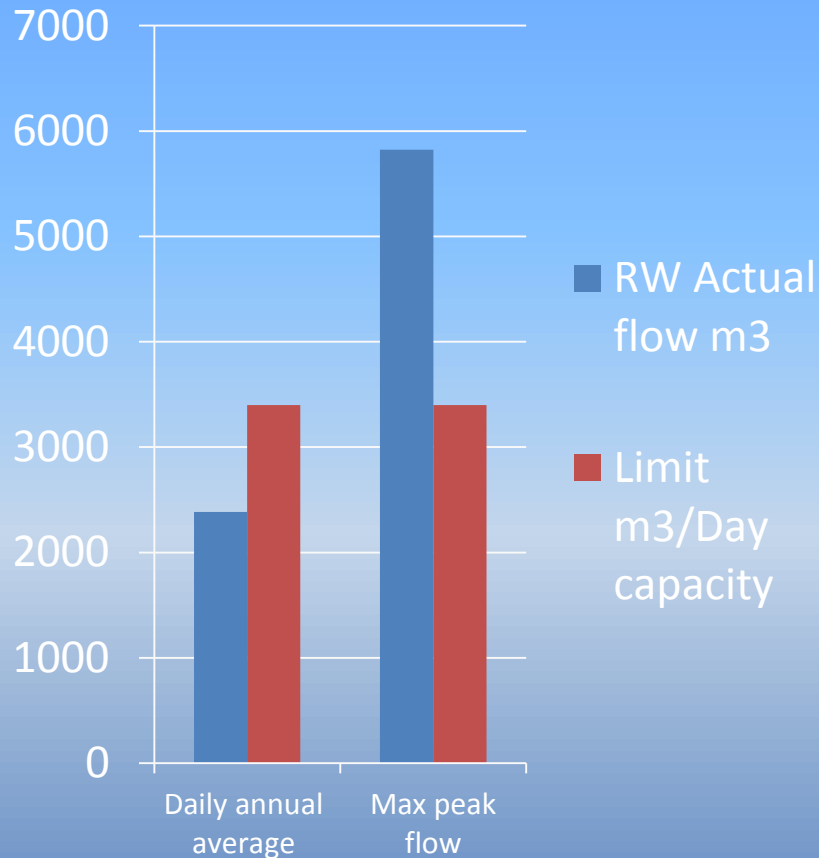
- Permit to take water permits a max daily flow :
 - Well 1: 653m³/day
 - Well 2 : 1123m³/day
 - Well 5: 1728m³/day
 - Total: 3504m³/day
- Peak flows for 2017:
 - Well 1: 341m³ (52.2%)
 - Well 2: 356m³ (31.7%)
 - Well 5: 310m³ (17.9%)
 - Max daily flow: 474m³ (13.5%)

Blyth Water Taking 2017 Cubic Meters

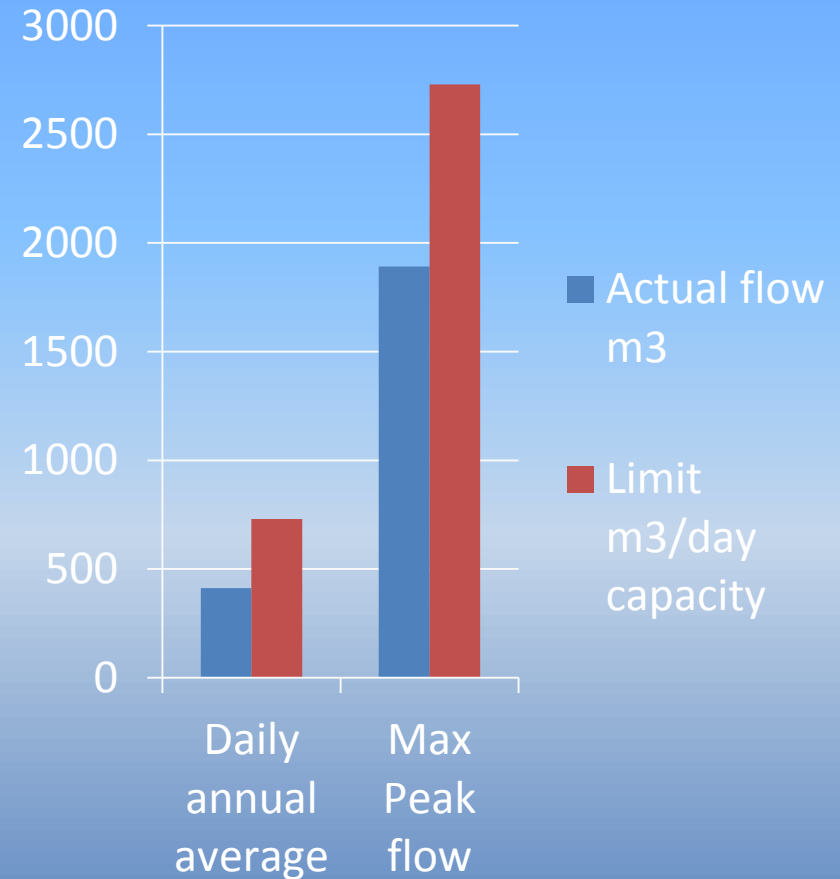


Wastewater Capacity 2017

Wingham STP



Blyth STP



Wastewater Bypasses 2017

- No bypasses at Wingham STP
- Blyth STP had a total of 7 secondary bypasses and 1 primary bypass in 2017
- A total of 9511m³ was bypassed from the plant
- The bypass events lasted a total of 218.85 hours
- 4 events were because of heavy precipitation and infiltration
- 2 events in April were due to process upsets when lightening struck the plant and the generator overheated
- 1 event in July and 1 event in November were planned events as a results of maintenance being completed to repair the clarifier

Water Quality Summary

Wingham

- Distribution residuals taken in 2017: 454
- Average residual: 0.97mg/L
- Min: 0.29mg/L
- Max: 1.47mg/L
- 365 treated water chlorine residuals taken at both Well 3 and Well 4 all within required limits

Blyth

- Distribution residuals taken in 2017: 459
- Average residual: 0.91mg/L
- Min: 0.50mg/L
- Max: 1.45mg/L
- 365 treated water chlorine residuals taken from Well 1, 2 & Well 5 all within required limits

Wastewater Quality Summary

Wingham

- 97.5% Biological Oxygen Demand removal
- 97.5% Total Suspended Solids removal
- 89.8% Phosphorous removal
- 94.5% Total Kjeldahl Nitrogen removal
- Non compliance With ECA with respect to the quarterly sampling requirements for Hydrogen Sulphide due to missed sample for second quarter, the 3 samples that were taken in the remaining quarters were non-detectable (under the method detection limit).
- The average monthly flows exceeded the capacity of the plant in January and May, when high flows occur at the Wingham STP we can discharge to the lagoons therefore avoiding a bypass.

Blyth

- 98.4% Biological Oxygen Demand removal
- 98.3% total suspended solids removal
- 91.9% phosphorous removal
- 93.3% Total Kjeldahl Nitrogen removal
- Bypasses occur more often at the Blyth Sewage Plant, because the sand filters can only handle high flows for a short period of time, therefore when there is heavy precipitation or snow melt for an extended period of time a secondary bypass occurs

Adverse Sample Results

Wingham

- No Adverse Water Quality Incidents to report in 2017

Blyth

- There was one Adverse Water Quality Incident 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 source of the adverse on August 17, 2017 and the results were zero.

Questions





Thank you

John Graham
Project Manager



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

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Flows

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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**

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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.

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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.

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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.

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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

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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 McDonagh, Administrative Assistant

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Wingham Drinking Water System- 2017 Compliance Summary

This document is a compliance summary for the Wingham water supply for the year 2017 as per Reg 170/03 Schedule 22. A full summary of the water systems test results, flows and significant activities were submitted on February 26, 2017.

System Description

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 meters 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.

Chemicals Fed

Disinfection

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.

Flows

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 meters per day to be pumped from the combined wells.



Well #3 being permitted to take up to 6537 cubic meters a day and well #4 being able to take up to 5270 cubic meters a day. In 2017 the peak flow for Well #3 was 1454 Cubic meters or 22.2% capacity, for well #4 the peak flow was 1584 cubic meters or 30.1% capacity.

Below is a summary of the Monthly total flows combined Well 3 and Well 4 as well as the Max daily flow for each month

Month	Total Flow m3	Max Daily Flow
January	32839	1382
February	29416	1405
March	33313	1682
April	34283	1493
May	40941	2241
June	37271	1586
July	38333	1724
August	34577	1643
September	33549	1610
October	37160	1624
November	30866	1316
December	30631	1488
Total	413179	
Min	29416	1316
Max	40941	2241
Avg	34432	1132

Boil Water Advisory

There was one precautionary boil water advisory issued for the water main installation on North St on October 16, 2017, to two water system users who were affected, the precautionary boil water lift notice was issued on October 20, 2017 once sample results came back clear.

Adverse Water Quality indicators

There were no AWQI's issued for the Wingham Drinking water system in 2017

Exceedances

There were no exceedances to report during 2017 for the Wingham drinking water system

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 the capital items and concerns were 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.

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Annual Report

For the 2017 Operating Year

Wingham Drinking Water System 2017 Operation and Maintenance Annual Report

PREPARED BY

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TO

Township of North Huron,
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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.

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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 (ug/L)	well #4 (ug/L)	Well # 3 (ug/L)	Well # 3 (ug/L)	Maximum Allowable Level (ug/L)
	Mar 12-15	Jun 10-15	Mar 12-15	Jun 10-15	
Schedule 23 & 24					
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

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

3.3.4 Trihalomethanes

One distribution sample is taken every three months from a point in the distribution system and tested for Trihalomethanes (THMs). The Ontario Drinking Water Quality Standard (ODWQS) have set a Maximum Allowable Concentration (MAC) of 100 µg/L for this parameter and it is expressed as a running annual average. In 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	
									MAC	1/2 MAC
NO2	< 0.003	< 0.01	< 0.003	< 0.003	0.003	0.010	0.005		1	0.5
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	
									MAC	1/2 MAC
NO2	< 0.003	< 0.02	< 0.003	< 0.003	0.003	0.020	0.007		1	0.5
NO3	< 0.006	< 0.006	< 0.006	< 0.006	0.006	0.006	0.006		10	5
NO2+NO3	< 0.006	< 0.02	< 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					
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
February	27.5	2.10	1.31	120.5	3.50
March	23.7	1.91	1.14	146.9	2.62
April	31.7	2.06	1.19	148.1	3.71
May	36.7	2.06	1.29	170.6	3.76
June	28.8	2.06	1.19	137.1	3.71
July	33.6	2.06	1.10	152.7	3.75
August	30.3	2.23	1.15	163.7	4.18
September	37.4	2.24	1.24	157.4	3.65
October	48.6	2.28	1.25	199.6	3.70
November	31.8	2.30	1.33	131.0	3.70
December	26.6	2.23	1.30	100.0	3.27
Total	388.5	25.85	14.88	1754.1	43.72
Min	23.7	1.91	1.10	100.0	2.62
Max	48.6	2.31	1.39	199.6	4.18
Avg	32.4	2.15	1.24	146.2	3.64

Well 4					
Month	Chlorine used (Kg)	Cl Dosage	TDW Cl Free Res	Silicate (L)	Silicate Dosage
January	42.2	2.38	1.12	85.6	2.17
February	36.6	2.23	1.13	87.4	2.75
March	40.5	2.14	1.10	200.2	6.17
April	42.4	2.20	1.10	233.0	4.72
May	54.0	2.32	1.17	262.8	4.36
June	55.2	2.38	1.20	266.9	4.53
July	53.3	2.41	1.08	99.6	4.50
August	46.4	2.35	1.06	242.8	4.89
September	40.3	2.33	1.11	207.7	4.74
October	34.7	2.15	1.04	202.5	4.66
November	37.7	2.17	1.07	276.0	7.20
December	41.7	2.21	1.10	243.8	5.04
Total	525.1	27.25	13.28	2408.3	55.72
Min	34.7	2.14	1.04	85.6	2.17
Max	55.2	2.41	1.20	276.0	7.20
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

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: Richard Al, Clerk / Manager of IT
DATE: 16/04/2018
SUBJECT: Economic Development Committee Appointment
ATTACHMENTS:

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Clerk / Manager of IT, dated April 16, 2018 regarding an appointment to the North Huron Economic Development Committee;

AND FURTHER, that Council adopts By-law 37-2018 which amends Schedule 'A' to By-law 103-2017 and appoints Grant Sparling (Manufacturing representative, Blyth Ward) to the Economic Development Committee;

AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law 37-2018 to be passed at the April 16, 2018 Council meeting.

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information regarding an individual interested in becoming a member of the North Huron Economic Development Committee.

DISCUSSION

At the November 6, 2017 meeting, Council passed By-law 103-2017 which appointed members to the North Huron Economic Development Committee and the option was left open to appoint additional members, as appropriate, if interested individuals came forward.

Grant Sparling has expressed an interest in becoming a member of the North Huron Economic Development Committee and if appointed, would represent the manufacturing sector in the Blyth ward.

Due to the timing of the next Council meeting in relation to the next Economic Development Committee meeting, staff are requesting an exception to Section 19.1 of the Procedural By-law so that Mr. Sparling may be appointed as a member of the Committee prior to the next North Huron Economic Development Committee meeting on May 3, 2018.

FINANCIAL IMPACT

No immediate financial impact.

FUTURE CONSIDERATIONS

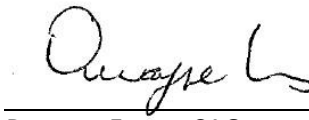
No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal #1 – Our community is attractive to new business and residents.



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: 16/04/2018
SUBJECT: Notice of Request for Improvement – Rintoul Municipal Drain
ATTACHMENTS: Notice of Request for Drain Improvement, Rintoul Drain Map

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Notice of Request for Drain Improvement for the Rintoul Municipal Drain Branches K, F and I, as described in the request submitted by Gerrit and Maria Groen, 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

A Notice of Request for Drain Improvement has 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.

FUTURE CONSIDERATIONS

Should Council decide to accept the Notice of Request, 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 handwritten signature in black ink, appearing to be 'Richard Al', written above a horizontal line.

Richard Al, Clerk / Manager of IT

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

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: Rintoul drain K-F-1
(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:

Drain improvement, upgrade drains, one old and don't have the capacity to get water out the field. Lots of blow outs and quicksand is coming in the drain. We drained whole farm, still problem close to road.

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 86024 donnybrook line.

con 12 pt 5 pt lot 28 pt lot 29

Ward or Geographic Township

North Huron East Wawanosh

Parcel Roll Number

4050580 012 00100 0000

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

groen, groen

First Name

gerret, maria,

Middle Initial

C, B

Mailing Address

Unit Number

4722

Street/Road Number

4722

Street/Road Name

Bruce Rd 4.

PO Box

City/Town

Teeswater.

Province

On

Postal Code

N0G 2S0

Telephone Number

Cell Phone Number (Optional)

Email Address (Optional)

To be completed by recipient municipality:

Notice filed this

27

day of

March

20

18

Name of Clerk (Last Name, First Name)

Al, Richard

Signature of Clerk







TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Richard AI, Clerk / Manager of IT
DATE: 16/04/2018
SUBJECT: Disposition of Surplus Property – Portion of 360 Josephine Street
ATTACHMENTS: Map of Area

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby declares Part 1 Lot 6 RP 22R-6630 to be surplus to the needs of the municipality;

AND FURTHER, that the Council of the Township of North Huron hereby authorizes the Clerk to proceed with the disposition of Part 1 Lot 6 RP 22R-6630 by advertising the disposition of said property as well as informing 909395 Ontario Inc. of Council's decision so that they may exercise their first right of refusal, if they so choose, as permitted by By-law No. 50-2008.

EXECUTIVE SUMMARY

The purpose of this report is to receive authorization from Council to proceed with the disposition of a parcel of land in the Wingham ward.

DISCUSSION

At the December 4, 2017 meeting, Council passed a resolution directing staff to proceed with the process of disposing of a piece of property in the Wingham ward. The property in question is a portion of the south east corner of Cruickshank Park and is currently used as a parking area for patrons of the neighbouring property to the south.

A survey of the encroached area was required however due to weather and scheduling, this was not possible until the spring. Staff are now in possession of a registered plan defining the area in question and Council may proceed with declaring the land surplus.

As Council is aware, there is an encroachment agreement in place (By-law No. 50-2008) between the Township and 909395 Ontario Inc. for the use of this piece of land for a sign as well as for parking spaces. Included in the agreement is a clause which stipulates that the company shall have first right of refusal to purchase the encroached area provided the company pays all costs related to the sale. Should Council choose to continue with the process of disposing of this piece of land this would be advertised in the local newspaper and a notice placed on the municipal website. In addition, direction should be provided to staff to contact 909395 Ontario Inc. to inform them of this decision so that they exercise their first right of refusal if they so wish.

FINANCIAL IMPACT

The municipality will be compensated financially for the sale of this property according to the amount specified in a Purchase and Sale Agreement authorized for execution by Council. In addition, all costs associated with the disposal of this property will be the responsibility of the purchaser.

FUTURE CONSIDERATIONS

Should Council choose to pass a resolution declaring this piece of land surplus, a notice would be placed in the local newspaper and on the municipal website indicating this as per the requirements of By-law 25-2008.

Should 909395 Ontario Inc. choose to exercise their first right of refusal, a Purchase and Sale Agreement prepared by the company for Council's consideration could be included on a future Council meeting agenda once received from the company.

RELATIONSHIP TO STRATEGIC PLAN

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



Richard Al, Clerk / Manager of IT



Dwayne Evans, CAO



To: Mayors/Reeves and Councils
From: Sandra Weber, Director
Denise Van Amersfoort, Senior Planner
Date: April 10, 2018

Re: Draft Huron Natural Heritage Plan (HNHP)

This report provides an update on the draft Huron Natural Heritage Plan.

Background

The County of Huron Official Plan as approved by Huron County Council on June 2, 2010 states that the County will develop a Natural Heritage Plan.

The approach the draft HNHP takes in protecting Natural Environment is the same approach that has been used for many years in Huron County. The Plan refines this approach and provides updated mapping which more accurately reflects what is on the ground.

The goals of the Huron Natural Heritage Plan are to:

- Provide an increased understanding of the location, significance and interaction of the County's natural heritage features;
- Ensure the County and local planning documents are consistent with the provincial direction for protecting natural heritage features;
- Develop priorities for land stewardship projects;
- Support sustainable economic development.

Public consultation for the draft Plan was held in the fall of 2016. In February of 2017, Huron County Council received the draft report for information and provided direction on adjacent lands (to be considered 120m from provincially significant wetlands and 50m from all other features). In addition, County Council directed the mapping be updated to reflect 2015 aerial photography.

The updated mapping is now complete and further public consultation will be held in May of 2018.

Public Consultation

The first round of public consultations on the Natural Heritage Plan generated valuable feedback from constituents. The questions and comments received have helped to inform changes made to the documents and the design of the upcoming public consultation.

Mapping

In response to comments from the public, the mapping in the technical document was updated to reflect the 2015 aerial photography. The new, draft mapping for each municipality will be available for public review at the upcoming information sessions. It is intended that this mapping be

reviewed at a site-specific scale at the time the mapping is incorporated into local Official Plans (during the local Official Plan Five Year Review process).

Natural Heritage Plan Documents

In an effort to better reflect the contents of the Natural Heritage Plan, the document names have been adjusted.

- The Technical Document has had the following subtitle added: 'Background Research for Natural Environment Planning'.
- The 'Huron Natural Heritage Plan Implementation Strategy' has been renamed; moving forward, the document will be referred to as the 'Huron Natural Heritage Plan' with the subtitle 'Current Approach to Natural Environment Planning and Recommended Updates'.

Drop-in Information Sessions

The Planning Department will be hosting three drop-in information sessions in the month of May (one located in the northern area of the County, one central and one southern). The sessions will be held at local libraries and will provide an opportunity for members of the public to review the draft document.

Online Consultation

Members of the public will also have an opportunity to review the draft plan and mapping online and provide feedback.

Notification

To ensure residents are aware of the upcoming public consultation, the following actions will be completed:

- Presentations to local Councils in advance of information sessions;
- Update the Natural Heritage Plan information on the Huron County website including the addition of 'Frequently Asked Questions' document;
- Advertise schedule of information sessions using website, radio and newspaper;
- Email notification to County stakeholder groups
- Direct mail notification to members of the public who have submitted comments or attended past open houses.

Following the public consultation process, the Draft Natural Heritage Plan will return to Huron County Council.

Others Consulted

Planners

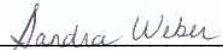
Natural Heritage Advisory Committee

R. White, Biologist;

N. Bean, GIS Technician

Sincerely,


Denise Van Amersfoort
Senior Planner


Sandra Weber
Director



Draft Huron County Natural Heritage Plan

Current Approach to Natural Environment Planning and Recommended Updates

FREQUENTLY ASKED QUESTIONS (FAQ)

What is the Huron Natural Heritage Plan about?

The Huron County countryside supports a variety of land use activities, with agriculture being prominent. Natural areas provide important services that help make Huron County a productive area for farming and a great place to live. Forests prevent soil erosion, wetlands filter our water.

The Huron Natural Heritage Plan (NHP) is a summary of Huron's current approach to natural environment planning and contains recommendations for updates. A supporting document, known as the Technical Document, defines what is considered significant ecologically (woodlots, wetlands, meadows and shrub thickets), and maps these areas.

Is the Natural Heritage Plan a new approach to protecting natural environment areas in Huron County?

No. With our increased understanding of the location and significance of the County's natural heritage features from the Technical Document, the Plan summarizes existing land use policies and stewardship programs and makes recommendations for updates to:

- Ensure the County and local municipal planning documents are consistent with the provincial direction for protecting natural heritage features;
- Develop priorities for land stewardship programs; and
- Support sustainable economic development.

Why is the term “Natural Heritage” used instead of “Natural Environment”? Natural Heritage sounds like heritage buildings.

“Natural Heritage” and “Natural Environment” are used interchangeably in the Natural Heritage Plan to refer to natural areas. This is because the Huron NHP is informed by the Provincial Policy Statement (PPS), and the PPS refers to “Natural Heritage” when referring to natural environment areas.

What are “adjacent lands”? I have heard about a restricted area that is 50 metres from a woodlot and 120 metres from a provincially significant wetland. What does this mean?

‘Adjacent lands’ refers to the area beside significant natural environment features. County Council has directed that adjacent lands be defined in the Official Plans as 50 metres from significant natural environment areas and 120 metres from provincially significant wetlands.

In the adjacent lands, when a building (such as a new barn) is proposed, the impacts on the natural environment must be assessed. This can often be completed through a site visit. In some cases, an Environmental Impact Study may be required.

Can I continue to crop within 50 metres of my woodlot or 120 metres from a provincially significant wetland on my farm?

Yes, cropping can continue in these areas.

How can I find out more?

The draft Natural Heritage Plan is on the Huron County website for your review and comment:

<https://www.huroncounty.ca/plandev/huron-natural-heritage-plan/>

Corporation of the County of Huron, 1 Court House Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Toll Free: 1.888.524.8394 Web: www.huroncounty.ca



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: 16/04/2018
SUBJECT: Richard W. LeVan Airport Signage Policy
ATTACHMENTS: Draft Policy for Airport Signage

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report on the Richard W. LeVan Airport Signage Policy prepared by the Director of Recreation and Facilities, for information purposes;

AND FURTHER THAT Council adopts the Signage Policy as presented and directs the Clerk to prepare a by-law to authorize the Reeve and Clerk to sign the Richard W. LeVan Airport Signage Policy for the Township of North Huron;

AND FURTHER THAT staff are directed to include the recommended fee associated with the Richard W. LeVan Airport Signage Policy during the next revision of the North Huron Fees and Charges By-law.

EXECUTIVE SUMMARY

Apex Helicopters submitted a proposal to erect a new sign to advertise their business at the entrance of the Richard W. LeVan Airport. The Township has no policy to establish the guidelines or fees for signage at the airport. This report provides some background information and an attached draft policy for Council's consideration.

DISCUSSION

Businesses that operate at the airport are not visible from the Highway. Signage at the airport entrance provides the business with marketing and awareness opportunities. Staff consulted with other airports in the region to review their signage policy as a guideline. Most require that the business is active at the airport to be able to erect signage. Airports are each unique in their available space and location as to where and how a signage policy is administered, so the policy for the Richard W. LeVan Airport is unique to this facility.

For the Richard W. LeVan Airport, it is important to preserve the facility identifier sign as the prominent sign at the entrance to the airport. This policy provides for that and for the required steps for any applicant desiring a sign, establishes pricing, and location and size requirements. The draft policy is attached to this report.

FINANCIAL IMPACT

The recommended fee for the sign is \$348 annually, to increase each year with CPI. This price is recommended as it is the same cost as a 3'x8' rink board ad for the arenas in North Huron.

FUTURE CONSIDERATIONS

At this time, Apex Helicopters is the only business operating out of the Richard W LeVan Airport.

The application for an Apex Helicopter sign has been submitted and discussed with staff. In order for the Apex sign to comply with this policy, they intend to erect their sign where the current Richard W. LeVan identifier sign is located. They have agreed to donate and install a new sign for the Township which would be larger, redesigned, approved by staff, and erected 20-25 feet closer to Highway 86. This provides better exposure for the sign for the facility, and the current sign is in very poor condition and needs replaced.

With the approval of this draft sign policy by Council, staff can complete the procedure for the new Apex sign application and the proposed new Richard W. LeVan Airport sign to be erected.

The Airport is located in Morris Turnberry, so as per the draft policy proposed here, a sign permit from the Municipality of Morris Turnberry will be part of the sign installation and approval process.

RELATIONSHIP TO STRATEGIC PLAN

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

Our administration is fiscally responsible and strives for operational excellence.



Pat Newson, Director of Recreation and
Facilities



Dwayne Evans, CAO

Section: Richard W. LeVan Airport	Policy Number:
Sub-section: Signage	Effective Date: April 2018
Subject: Business Signage	Revision Date:

Airport Permanent Signage Policy – Richard W. LeVan Airport

Purpose:

To regulate or prohibit signs located at the Richard. W LeVan Airport.

To clarify the purpose of Business Signage at the Airport

To clarify who is allowed to erect signage at the Airport

To clarify the dimensions and location of any permitted signage

To clarify cost of signage and who is responsible for initial costs and maintenance

Policy:

Purpose of Signage

The purpose of erecting any signage at the Richard W. LeVan Airport is to provide awareness of businesses leasing space or operating businesses at the airport.

Permission to Erect a Sign

The Township of North Huron has the ultimate authority to permit any signage on airport lands. Any business interested in erecting a sign must complete an application for consideration by the Township of North Huron.

Signage is permitted for lease holders and businesses operating at the Richard W. LeVan Airport.

Any sign must have approval from the Township of North Huron. Application for signage must have the completed application form and be submitted in person or email to:

Township of North Huron
Attention: Richard LeVan Airport Signage Application
Email: recdept@northhuron.ca
In person at 374 Josephine Street, Wingham.

Signage Compliance

- A. If the sign is located on the airport property, the application must be approved by the Director of Recreation and Facilities or their designate.
- B. If the signage is on airport property and located along highway 86, the sign must comply with Municipality of Morris Turnberry Signage By-Law and Zoning By-Law. It is the applicant’s responsibility to ensure this is met by application to the Chief Building Official for the Municipality of Morris Turnberry.
- C. If the signage is located adjacent to airport property, but located in the Huron County road allowance, or overhangs on the Huron County road allowance, then the applicant is also required to meet the conditions of A and B, and also ensure compliance with the Huron County regulations:
 - By-Law NO. 53-1989
 - By-Law NO. 45 1990

Dimensions of Signage

- Any road side sign must not be larger than the existing Richard W. LeVan Airport identifier signage located at the airport entrance. For clarity, the Richard W. LeVan Airport sign should be the dominate sign at the roadside entrance to the airport.
- The current Airport Sign is: Height: 11 Feet tall, Width: 8 Feet wide

Location of Signage

- Signs may not obstruct the sight lines of traffic on Hwy #86, from the view of the Richard W. LeVan Airport Identifier sign.
- Signage may not obstruct the sight lines of traffic entering or exiting the Airport driveway from Hwy #86.

Cost of Signage

- The total cost for the sign and installation, and all associated costs is the responsibility of the owner of the sign.
- Removal of the sign is required immediately after the sign agreement has expired. Any delay in removal will result in the Township recouping the cost from the builder.

Maintenance and Repairs

- The Township will conduct an annual inspection to ensure quality and safety.
- The maintenance and repairs are the responsibility of the business owner.
- The owner is responsible, to the township, that they will ensure that the sign can sustain any wind and weather conditions and issues at the location. The township may require engineered drawings to ensure the safety of the sign.

FEE CHART

Permanent Sign	\$348 yearly
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DRAFT



THE CORPORTATION OF THE TOWNSHIP OF NORTH HURON
BY-LAW NUMBER 22-2015
SCHEUDULE "A"
TOWNSHIP OF NORTH HURON
APPLICATION FOR SIGN PERMIT

FILE NO. _____ SIGN PERMIT NO. _____
OWNER: _____
ADDRESS: _____
ARCHITECT: _____
BUILDER: _____
LOCATION: _____
LOT NO: _____ PLAN NO: _____ ZONE: _____

TYPE OF SIGN:
() Billboard () Projecting () Directional () Roof
() Fascia () Temporary () Free-Standing/Mobile
Estimated Cost: _____
Dimensions: _____
Area: _____
Weight: _____
Sign Elevation (ground to sign bottom): _____
Sign Height (ground to sign top): _____
Sign projection (beyond lot line): _____
Support Materials:
Base: _____ Posts: _____ Guy Wires: _____ Through Bolt: _____
Illumination: () None () Internal () External
Animation: () None () Moving Parts () Revolving () Oscillating () Flashing Lights

Signature of Applicant: _____
Approved by Chief Building Official: _____
Permission is hereby granted to carry out the work specified above.
Fee: _____ Date: _____
Signature of Chief Building Official: _____

This permit is granted on the express condition that the work to be carried out shall conform to the provisions of all building codes and By-Laws passed by the Township of North Huron.

THE CORPORTATION OF THE TOWNSHIP OF NORTH HURON
BY-LAW NUMBER 22-2015
SCHEUDULE “A”
TOWNSHIP OF NORTH HURON
APPLICATION FOR SIGN PERMIT
(cont.)

DECLARATION

I, the undersigned, am the authorized (owner/agent of owner) named in the attached application and I certify the truth of all the statements or representations contained therein.

I understand that the issuance of a permit shall not be deemed a waiver of any of the provisions of any requirements of the Township of North Huron Sign By-Law or regulations made there under, notwithstanding anything included in or omitted from the plans or other material filed in support of or in connection with the above application.

I acknowledge that in the event a permit is issued, any departure from plans, specifications or locations proposed in the attached application is prohibited and such could result in the permit being revoked.

I further acknowledge that in the event the permit is revoked for any cause or irregularity or non-conformity with the requirements of the Municipality of North Huron Sign By-Law or regulations made there under, there shall be no right of claim whatsoever against the municipal corporation or any official thereof and any such claim is hereby expressly waived.

Dated at the Township of North Huron this _____ day of _____, 20____.

Signature: _____
(Owner/Authorized Agent)



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Dwayne Evans
DATE: 16/04/2018
SUBJECT: Shared Service – Fire Chief
ATTACHMENTS: Fire Chief Shared Agreement April 2018; Fire Prevention Officer Shared Agreement April 2018

RECOMMENDATION:

That the Council of the Township of North Huron hereby receives the report of the CAO, dated April 16, 2018, regarding the sharing of a municipal Fire Chief and a municipal Fire Prevention Officer;

AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 38-2018 being an agreement between the Municipality of Huron East and the Township of North Huron for the sharing of Huron East's Fire Chief;

AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 39-2018 appointing the Huron East Fire Chief as North Huron's Fire Chief;

AND FURTHER, THAT the Council of the Township of North Huron authorize the Clerk and Reeve to sign By-law 40-2018 being a By-law to appoint Michael Roess as North Huron's Fire Prevention Officer;

AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 41-2018 being an agreement between the Municipality of Huron East and the Township of North Huron for the sharing of North Huron's Fire Prevention Officer;

AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-laws xx of 2018; xxx of 2018; xxx of 2018 and xxx of 2018 to be passed at the April 16, 2018 Council meeting;

AND FURTHER, THAT Council directs the CAO to discontinue the hiring process for a full-time Fire Chief at this time.

EXECUTIVE SUMMARY

North Huron has been without a full-time Fire Chief since December, 2017. As directed by Council, staff commenced the hiring process to replace the Fire Chief. Council also authorized staff to simultaneously investigate the sharing of a Fire Chief with a neighbouring municipality. This arrangement was suggested by North Huron's Fire Department personnel.

In early February, North Huron staff met with Huron East staff to investigate the sharing of Marty Bedard as North Huron's Fire Chief. Huron East's response was positive. Mr. Bedard would remain the Fire Chief for Huron East and assume the managerial responsibilities of Fire Chief for North

Huron. Deputy Fire Chiefs Townsend and Kregar would continue to be responsible for the operational aspects of the Fire Department. In a reciprocal agreement, Mr. Bedard's Fire Prevention Officer responsibilities would be assumed by North Huron's Fire Prevention Officer, Michael Roess. Mr. Roess has agreed to provide fire prevention services to Huron East, North Huron and through an existing fire services agreement signed by Huron East, Morris-Turnberry.

DISCUSSION

There is some precedent in the Huron Perth area for a shared Fire Chief position with responsibility for additional fire halls/personnel. Perth East presently provides the services of a Fire Chief and a Fire Prevention Officer to West Perth and there is a similar arrangement between Bluewater and Central Huron.

As directed, staff advertised and received applications for the North Huron Fire Chief position. A significant number of applications were received from qualified candidates. Staff also reviewed the West Perth/Perth East agreement and concurred it was a good agreement. In addition to the potential for cost savings, North Huron and Huron East staff have given significant consideration to the level of service. As part of the review process, North Huron staff have considered the following:

1. North Huron's Fire personnel requested consideration of sharing an existing municipal Fire Chief. The arrangement was not proposed by Council or administration.
2. Mr. Bedard is well known to North Huron's fire personnel and has over 24 years of fire service experience. He currently manages three fire stations and the associated personnel in Huron East.
3. Through this shared arrangement, North Huron will benefit from best practices in Huron East and Huron East will benefit from best practices in North Huron.
4. Over the last 5 months, staff have been monitoring the additional workload assumed by North Huron's Deputy Chiefs. The services of a full-time fire chief do not appear to be warranted at this time.
5. At the December 4, 2017 regular meeting, Council amended the organizational structure of the ESTC and the Fire Department. Under the new organizational structure, ESTC personnel report directly to the CAO and North Huron's Fire Chief continues to report to the CAO. North Huron's Fire Chief is no longer responsible for the ESTC.
6. North Huron currently employs Mike Roess to perform the duties of Fire Prevention Officer for one day per week. Mr. Roess has expressed an interest to increase his Fire Prevention Officer hours. Huron East currently provides this service through their Fire Chief.
7. About a year ago Huron East entered into a new agreement with Morris-Turnberry for the provision of fire services. Huron East provides fire coverage to approximately 55% of Morris-Turnberry and North Huron provides fire coverage to the remaining 45%. Under

this new arrangement, Morris-Turnberry would receive services from one Fire Chief and one Fire Prevention Officer.

8. It is projected the three municipalities involved will incur the following savings from their current service levels.

Huron East	\$20,783
Morris-Turnberry	\$4,550
North Huron	\$45,440

There is likely additional potential savings in administrative costs (cell phone, training/conferences etc.). Proportionate portions of North Huron's savings will have a benefit to the Municipality of Central Huron and the Township of Ashfield-Colborne-Wawanosh.

9. Huron East's Council and Administration have discussed the matter and have expressed an interest to proceed with a shared services arrangement. North Huron's Council and Administration have also discussed the matter and would like to proceed with a shared services arrangement. Morris-Turnberry's staff, Central Huron's staff and Ashfield-Colborne-Wawanosh's staff have also been consulted and have not expressed any concerns with the arrangement.
10. The projected savings of \$45,440 justifies the changes in organizational structure.

Term of the Agreement

The proposed term of the agreement is from May 1, 2018 to December 31, 2020. This will allow sufficient time to evaluate this new arrangement.

FINANCIAL IMPACT

As per the shared Fire Chief services agreement, the maximum amount Huron East will invoice for Fire Chief services for the balance of 2018 is \$46,000. This results in a projected annual savings of \$45,440 for North Huron. It is important to note Fire Chief Bedard may not be as easily accessible or be able to respond as quickly to North Huron issues as a dedicated, full-time North Huron Fire Chief.

Similarly, and as per the shared Fire Prevention Officer agreement, the maximum amount North Huron will invoice for Fire Prevention Services for the balance of 2018 is \$11,000. This equates to one day a week of the Fire Prevention Officer's time.

FUTURE CONSIDERATIONS

If this shared services arrangement is not satisfactory to any of the parties, there are termination provisions in both agreements. If the agreements were terminated, North Huron would proceed with the hiring process of a Fire Chief and Fire Chief Bedard would resume his full-time fire chief responsibilities for Huron East. Michael Roess, Fire Prevention Officer, would resume his one day a week fire prevention responsibility for North Huron.

RELATIONSHIP TO STRATEGIC PLAN

Goal #3 – Our community is healthy and safe

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

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

Dwayne Evans, CAO



THIS AGREEMENT made this 16th day of April, 2018

BETWEEN:

The Corporation of the Municipality of Huron East
(Hereinafter called “Huron East”)

THE PARTY OF THE FIRST PART

-and-

The Corporation of the Township of North Huron
(Hereinafter called “North Huron”)

THE PARTY OF THE SECOND PART

WHEREAS Subsection 2 (5) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4, as amended (“*FPPA*”), authorizes a municipality to enter into agreements with other municipalities to provide and/or receive fire protection services;

AND WHEREAS Huron East operates fire protection services and manages assets suitable to meet municipal responsibilities required by *FPPA*;

AND WHEREAS North Huron wishes to engage Huron East to provide Fire Chief Services to the operation of North Huron’s fire protection services, and Huron East agrees to do so, on the terms and condition set out in this Agreement.

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, Huron East and North Huron mutually agree as follows:

1. Definitions

In this Agreement:

- a. "Fire Chief" means the Chief of the Fire Department appointed under subsection 6(2) of *FPPA*;
- b. "Fire Department" means the fire department of North Huron with the duties and responsibilities assigned by *FPPA*;
- c. "North Huron CAO" means the Chief Administrative Officer for North Huron; and
- d. "Huron East CAO" means the Chief Administrative Officer for Huron East.

2. **Term of Agreement**

The provision of the Services under this Agreement will commence on May 1, 2018 and will automatically terminate on December 31, 2020 (the "Term"), subject to extension or earlier termination in accordance with this Agreement.

3. **Appointment of Fire Chief**

The North Huron Council will appoint, by way of a by-law, Huron East's Fire Chief to also act as North Huron's Fire Chief for the duration of the Term.

4. **Fire Chief Services**

Subject to the terms and conditions of this Agreement, Huron East will provide to North Huron, Fire Chief Services as set out in Schedule A attached hereto (the "Services") for the duration of the Term.

5. **Fee-for-Service**

In consideration for the Services provided hereunder, North Huron will pay to Huron East the fee-for-service as set out in Schedule B attached hereto (the "Fee-for-Service").

6. **Obligations of North Huron**

North Huron represents and warrants to Huron East that North Huron will be solely responsible for, and will ensure, the following:

- a. Adequate insurance coverage is provided for the fire personnel, equipment, buildings and potential liabilities of North Huron; and
- b. North Huron supports and works cooperatively with the Fire Chief in order to operate the North Huron Fire Department.

7. **Obligations of Huron East**

Huron East represents and warrants to North Huron that Huron East will be responsible for, and will ensure, the following:

- a. Adequate notice is provided to North Huron immediately upon Huron East being aware of changes to the Fire Chief's employment status, and without intending to limit the generality of the foregoing, Huron East shall give notice to North Huron: in the event the Fire Chief's employment is terminated; upon Huron East becoming aware the Fire Chief is leaving the employment of Huron East for any reason (temporary or permanent); or, in the event the Fire Chief dies or becomes unable to work because of disability;
- b. the Fire Chief provides the Services and fulfills the obligations as set out in this Agreement.

8. **Obligations of the Fire Chief**

In addition to the Fire Chief Services as set out in Schedule A attached hereto, the Fire Chief will be responsible for ensuring and recommending to North Huron Council:

- a. Adequate facilities, equipment and personnel are provided for the operation of the North Huron Fire Department, including, but not limited to, a functional staff complement who have the skills, abilities and experiences to, and do, properly

perform the duties and responsibilities of their respective positions. In consultation with North Huron's CAO, the Fire Chief is responsible and has authority for the hiring, dismissal and discipline of the staff complement, in accordance with North Huron's Human Resource Policies.

- b. Adequate fire protection service levels are provided for in North Huron; and
- c. Proper management of the North Huron Fire Department in accordance with good management principles (including, but not limited to, provincially—recognized standards, policies and procedures on proper governance for Fire Departments) and legal advice as and when received.

9. **Insurance**

North Huron will pay for and maintain for its own benefit and for Huron East's benefit, with insurers or through the appropriate governmental department, appropriate insurance concerning the North Huron Fire Department and the Fire Chief Services provided by Huron East hereunder to North Huron, including, but not limited to, liability and property damage insurance. North Huron will provide Huron East with satisfactory confirmation of its compliance with this Section 9 and/or copies of the insurance policies when requested by Huron East. Huron East agrees that anyone claiming by, through, under or on behalf of North Huron will have no claim, right of action or right of subrogation against Huron East based on any loss or liability insurance under the above insurance.

10. **Indemnity**

North Huron willfully indemnify and save Huron East, as well as all of its respective officers, councillors, employees (including, but not limited to, Huron East's Fire Chief), independent contractors and agents (collectively, "Huron East indemnitees" under this Section 10) harmless from and against any and all costs (including, but not limited to, costs resulting from orders, awards, settlements, penalties, fines, damages, expenses, interest, legal fees, disbursements and applicable taxes) incurred by any of the Huron East indemnitees as a result of any claims, actions, causes of action, demands, complaints, applications, investigations or similar proceedings, which result from, or relate to, directly or indirectly:

- a. any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees in respect of the provision or non-provision of the Services, and/or otherwise as a result of this Agreement; and/or
- b. any act, neglect, default, or breach of applicable law, of or by North Huron and/or any of its respective officers, councillors, employees, independent contractors and/or agents.

Notwithstanding the foregoing, it is understood and agreed that North Huron will not indemnify and save harmless the Huron East indemnitees for any such costs that:

- (i) result from the negligence of the Huron East indemnitees;
- (ii) arise from any breach by the Huron East indemnitees of any provision of this Agreement; or

- (iii) that directly result from any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees performed in bad faith.

11. Nature of Relationship

- a. Huron East is not, nor is any person employed or retained by Huron East in the provision of the Services, an employee of North Huron, and no other relationship, including a partnership or a principal and agency relationship, is created by this Agreement. The relationship created by this Agreement is exclusively that of independent contractor.
- b. Huron East will at all times act in its own capacity and right solely as an independent contractor in the provision of the Services under this Agreement and, except as may be expressly provided in this Agreement, Huron East will have full discretion as to the means, method and manner of providing the Services and will not be subject to the control and/or direction of North Huron in doing so.

12. Dispute Resolution

- a. If, during the Term, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Chief, then the parties agree to participate in the following dispute resolution procedure:
 - (i) Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each party's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
 - (ii) If the CAOs fail to resolve the dispute within 15 calendar days following the date of their meeting, then they shall each prepare a written report to their respective Councils. The Council of Huron East and the Council of North Huron each agree to appoint two (2) members to work with two (2) members of the other municipality to resolve the dispute or disagreement.
 - (iii) All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
 - (iv) In the event that the designated Council representatives cannot resolve the dispute within 45 days of the first meeting between the parties, or within such other period of time as the parties may have

agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the *Arbitrations Act* (Ontario), subject to Subsection 12 b. below.

- b. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
- c. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, Huron East will continue to provide the Services under this Agreement while the dispute or disagreement is being resolved in accordance with this Section, unless and until the provision of such Services is terminated or expire in accordance with the Termination provisions of this Agreement.

13. Termination

- a. Huron East's provision of the Services under this Agreement will automatically terminate / expire at the end of the Term, without any further notice or compensation in lieu of notice owed, unless North Huron and Huron East enter into a written agreement, no later than 6 months before the expiry of the current agreement, to extend the provision of the Services beyond the end of the Term that sets out the terms and conditions of such extension.
- b. Huron East's provision of the Services under this Agreement may also be terminated, at any time before the end of the Term, as follows:
 - (i) By either party, without cause, upon giving at least 120 days' written advance notice to the other party of the termination date.
 - (ii) By either party, for cause, without any obligation to provide any advance notice or compensation in lieu of notice to the other party. For greater certainty and without intending to limit the generality of the foregoing, a party will have cause to terminate Huron East's provision of the Services under this Agreement if it is determined, by that party acting reasonably, that continued provision of the Services is not in the best interests of that party and/or is likely to risk exposing that party to liability and/or that a fundamental breach of the Agreement has been committed by the other party, including, but not limited to, any breach by North Huron of its obligations under Section 6 of this Agreement.
 - (iii) By Huron East if it is unable to provide the Services under this Agreement, including, but not limited to, in the event of the death, disability or termination of employment of Huron East's Fire Chief, without any obligation to provide any advance notice or compensation in lieu of notice to North Huron.

- (iv) By mutual agreement of both parties.

The parties agree that these Termination provisions are fair and reasonable, and are in full satisfaction of any and all entitlements (statutory, contractual, common law and/or otherwise) resulting from the termination of the Services under this Agreement. The parties further agree that, if a party terminates Huron East's provision of the Services under this Agreement in accordance with these Termination provisions, the other party will have no action, cause of action, claim or demand against the terminating party or any other person or organization as a consequence of such termination and, in particular, the terminating party will not be liable to the other party and/or any of its officers, councillors, employees, independent contractors or agents for damages on account of the termination of the provision of the Services under this Agreement.

14. General

a. **Choice of Law**

The provisions of this Agreement shall be construed and interpreted in accordance with the laws of the province of Ontario and the laws of Canada applicable therein.

b. **Interpretation**

This Agreement has been submitted to the scrutiny of all parties to this Agreement and shall be given as fair and reasonable interpretation as possible without consideration or weight being given to the Agreement having been drafted by any party to this Agreement or its counsel.

c. **Sections and Headings**

The division of this Agreement into Articles and Sections and the insertion of headings are for the convenience of reference only and will not affect the construction or interpretation of this Agreement. The terms "this Agreement", "hereof", "hereunder" or similar expressions refer to this Agreement and not to any particular Section or other portion hereof and include any agreement or instrument supplemental or ancillary hereto. Unless something in the subject matter or context is inconsistent therewith, references herein to Sections and Schedules are to Sections and Schedules of this Agreement.

d. **Benefit of Agreement**

This Agreement shall ensure to the benefit of and be binding upon the successors and assigns of North Huron and Huron East, respectively.

e. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement in respect of the period commencing May 1, 2018, and cancels and supersedes any prior understandings and agreements between the parties hereto with respect to such subject matter. There are no representations, warranties, conditions, undertakings or collateral agreements, express, implied or statutory, between the parties about such subject matter other than as expressly set forth in this Agreement.

f. **Amendment**

No amendment to this Agreement will be valid or binding, unless it is set forth in writing and duly executed by both parties. Similarly, no waiver of any breach of any provision in this Agreement will be effective or binding, unless it is made in writing and duly signed by the party purporting to give the same and, unless provided in the written waiver, will be limited to the specific breach waived.

g. **Severability**

In the event that any provision of this Agreement is determined by any court of competent jurisdiction to be invalid or unenforceable in whole or in part for any reason whatsoever, such invalidity or unenforceability shall attach only to such provision or part of such provision and the remaining part of such provision and all other provisions of this Agreement shall continue in full force and effect.

h. **Applicable By-laws**

Each of the parties hereby acknowledges and agrees that they will pass all necessary by-laws to give full force and effect to this Agreement.

i. **Independent Legal Advice**

Each of the parties hereby acknowledges that it has had an adequate opportunity to obtain independent legal advice prior to execution of this Agreement and has either obtained such advice or freely chosen not to do so, and that each of the parties executes this Agreement voluntarily and with full knowledge and understanding of the contents of this Agreement.

j. **Counterparts**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts shall be accepted in original, electronic, or facsimile form, and the parties to this Agreement adopt any signatures received by receiving facsimile or electronic form as original signatures of the parties.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

Neil Vincent, Reeve

Richard AI, Clerk

We have authority to bind the Corporation.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Bernie MacLellan, Mayor

Brad Knight, CAO/Clerk-Administrator

We have authority to bind the Corporation.

SCHEDULE A
"SERVICES"

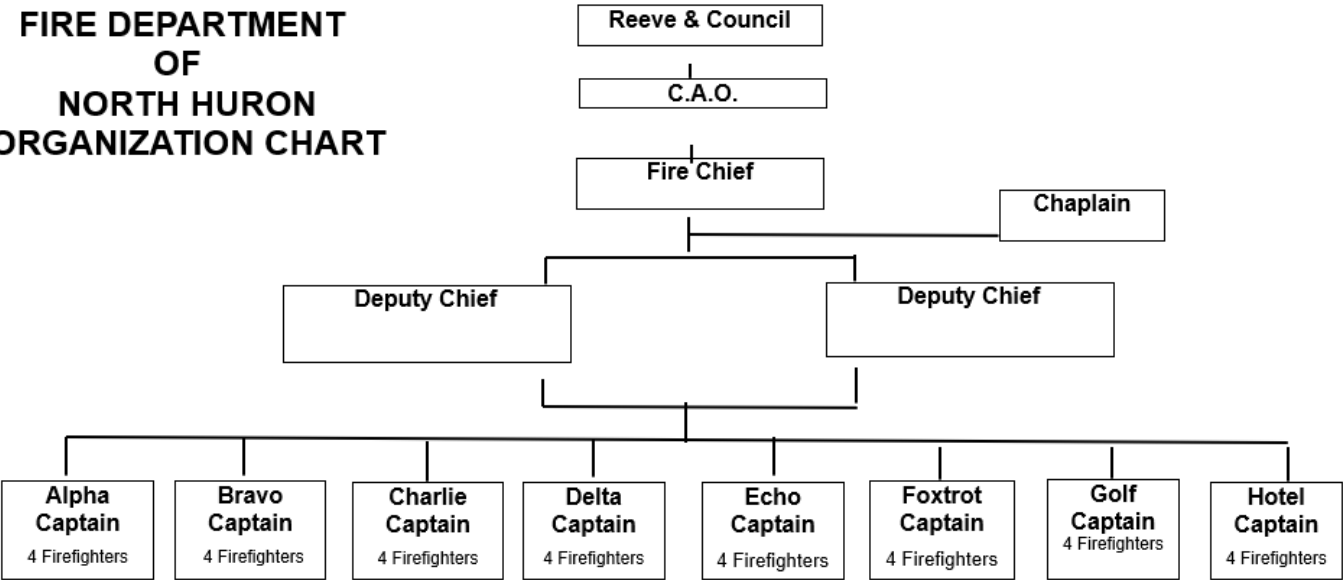
1. Services

Huron East will provide the following administrative and supervisory services (which, for greater certainty, will be provided by Huron East's Fire Chief):

- a. Exercising the powers and duties imposed on the Fire Chief by *FPPA* and other regulations;
- b. Ensuring enforcement of the Ontario Fire Code through necessary inspections and overseeing the issuing of required notices and orders;
- c. Interpreting and ensuring application and enforcement of appropriate and applicable legislation, codes and bylaws;
- d. Reviewing building plans to ensure they meet all fire regulations when requested by North Huron Chief Building Official or designate;
- e. Managing the functions of the North Huron Fire Department and staff on behalf of North Huron, including, but not limited to, fire suppression, fire prevention, fire safety education, communication, recruitment, training of persons involved in the provision of fire protection services, rescue and emergency services, and the delivery of all those services;
- f. Providing leadership and direction to the overall operation of the North Huron Fire Department through fire department staff;
- g. Overseeing purchasing, maintenance and budgeting of the North Huron Fire Department, including approval of all expenditures;
- h. Representing the North Huron Fire Department when communicating information to the media;
- i. Administering a training program to meet Provincial Standards and documentation;
- j. Promoting and facilitating Fire Officer development;
- k. Promoting and facilitating a fire prevention and public education program (with respect to fire safety and certain components of fire prevention);
- l. Establishing Standard Operating Guidelines ("SOGS") as required;
- m. Creating a Monthly Activity report to the Council of North Huron;
- n. Submitting reports and maintaining files on all incidents to required authority, including, but not limited to the, Office of the Fire Marshal;

- o. Establishing duties and responsibilities for North Huron Fire Department personnel;
 - p. Overseeing the Fire specific Health and Safety program for North Huron;
 - q. Overseeing the maintenance, repair and replacement of the equipment and assets of the North Huron Fire Department;
 - r. Designating responsibilities and duties specific to the Emergency Control Group that represents North Huron in emergency planning;
 - s. Overseeing administrative services in respect to the North Huron Fire Department, including, but not limited to, payroll, reporting, etc.;
 - t. Administering fire service contracts and mutual aid contracts;
 - u. Attending incidents where there is a death or serious injury, fires of a suspicious nature, an explosion, large loss, the cause of the fire has not been determined, laws and/or codes have been violated and as required or requested;
 - v. In conjunction with the Deputy Chief(s), or designate(s), overseeing investigations of major fires, assisting other agencies involved, and ensuring preparation of all documentation and correspondence relating to investigation; and
 - w. Such other services as amended and mutually agreed upon from time to time by the parties.
2. Reporting Structure. in respect of the provision of Services, it is understood and agreed that:
- a. Huron East's Fire Chief will respond to, and communicate with, the North Huron CAO as required. However, primary reporting and supervision of Huron East's Fire Chief remains with the Huron East CAO and will follow existing Huron East Human Resources policies.
 - b. North Huron Fire Department personnel will continue to be employees of North Huron and will continue to follow Human Resource policies as set forth by North Huron. Notwithstanding the foregoing, North Huron Fire Department personnel will follow SOGs as prescribed by the Huron East Fire Chief and will receive direction from the Huron East Fire Chief.
 - c. The organizational structure of the North Huron Fire Department is as follows with Huron East's Fire Chief as Fire Chief of North Huron:

**FIRE DEPARTMENT
OF
NORTH HURON
ORGANIZATION CHART**



- d. The Fire Chief will be an employee of Huron East. Huron East will designate 50% of the working time of the Fire Chief to providing administration, oversight, and services to North Huron.

- e. North Huron employs a Deputy Chief-Administration and a Deputy Chief-Operations. The Deputy Chief-Administration position provides administrative support to the Fire Chief and assists in the planning, co-ordination, operation and efficiency of the North Huron fire stations. North Huron commits to providing administrative services in respect of the North Huron Fire Department.

SCHEDULE B
“Fee-for-Service”

1. **General Principle** – The general agreement in principle between North Huron and Huron East is that North Huron will compensate Huron East 50% of the costs incurred by Huron East to properly provide the Services under this Agreement. The principle will be of guidance in interpreting the payment of the fees contemplated below based on an annual budget for an Office of the Fire Chief to include but not limited to the following expense categories.
 - i) Fire Chief salary and benefits
 - ii) Fire Chief’s Office – training, seminars/conference¹
 - iii) Fire Chief’s Office – telecommunication expense
 - iv) Fire Chief’s Office – office and equipment supplies
 - v) Fire Chief’s Office – uniform expenses
 - vi) Fire Chief’s Office – office and meeting expenses
- ¹ includes mileage and expenses to attend meetings/seminars
2. Mileage and travel expenses that are incurred for travel to and from Huron East to North Huron specifically on behalf of North Huron will be reimbursed by North Huron as part of the quarterly billing by Huron East.
3. The Huron East Fire Chief shall annually prepare a budget of the expenses of the Office of the Fire Chief and shall provide the same for review by the Council of the Municipality of North Huron. The said budget of the Office of the Fire Chief shall require the approval of the Municipality of Huron East.
4. In recognition that this Agreement is being entered into subsequent to the 2018 annual budget approvals by Huron East and North Huron, it is understood and agreed by the Parties hereto that the 50% annual payroll share to North Huron for 2018 shall not exceed \$46,000 with final invoicing to be based on actual costs and pro-rated based on the number of months that the Agreement is in effect for 2018.



THIS AGREEMENT made this 16th day of April, 2018

BETWEEN:

The Corporation of the Municipality of Huron East
(Hereinafter called “Huron East”)

THE PARTY OF THE FIRST PART

-and-

The Corporation of the Township of North Huron
(Hereinafter called “North Huron”)

THE PARTY OF THE SECOND PART

WHEREAS Section 2 (5) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4, as amended (“*FPPA*”), authorizes a municipality to enter into agreements with other municipalities to provide and/or receive fire prevention services;

AND WHEREAS Huron East and North Huron have entered into an Agreement whereby Huron East has agreed to provide Fire Chief Services to North Huron;

AND WHEREAS under Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4 as amended (“*FPPA*”), North Huron has appointed a Fire Prevention Officer to provide public education and fire prevention services

AND WHEREAS Huron East wishes to engage North Huron to provide the services of the Fire Prevention Officer to Huron East and both municipalities are desirous to enter into an Agreement under the provisions of Section 2(4) of the *Fire Protection and Prevention Act*, 1990, S.O. 1997, Chapter 4;

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, Huron East and North Huron mutually agree as follows:

1. Definitions

In this Agreement:

- a. "FPO" means the Fire Prevention Officer appointed under subsection 2(2) of the *FPPA*;
- b. "North Huron CAO" means the Chief Administrative Officer for North Huron; and

c. "Huron East CAO" means the Chief Administrative Officer for Huron East.

2. **Term of Agreement**

The provision of the Services under this Agreement will commence on May 1st, 2018 and will automatically terminate on December 31, 2020 (the "Term"), subject to extension or earlier termination in accordance with this Agreement.

3. **Appointment of Fire Prevention Officer**

The Huron East Council will appoint, by way of a by-law, North Huron's Fire Prevention Officer to also act as Huron East's Fire Prevention Officer for the duration of the Term.

4. **Fire Prevention Officer Services**

Subject to the terms and conditions of this Agreement, North Huron will provide to Huron East, Fire Prevention Officer Services as set out in Schedule A attached hereto (the "Services") for the duration of the Term.

5. **Fee-for-Service**

In consideration for the Services provided hereunder, Huron East will pay to North Huron the fee-for-service as set out in Schedule B attached hereto (the "Fee-for-Service").

6. **Obligations of Huron East**

Huron East represents and warrants to North Huron that Huron East will be solely responsible for, and will ensure, the following:

- a. Adequate insurance coverage is provided for the fire personnel, equipment, buildings and potential liabilities of Huron East; and
- b. Huron East supports and works cooperatively with the Fire Prevention Officer in order to provide fire inspection services and education within Huron East, such services to be under the direction of the Huron East Fire Chief

7. **Obligations of North Huron**

North Huron represents and warrants to Huron East that North Huron will be responsible for, and will ensure, the following:

- a. Adequate notice is provided to Huron East immediately upon North Huron being aware of changes to the Fire Prevention Officer's employment status, and without intending to limit the generality of the foregoing, North Huron shall give notice to Huron East: in the event the Fire Prevention Officer's employment is terminated; upon North Huron becoming aware the Fire Prevention Officer is leaving the employment of North Huron for any reason (temporary or permanent); or, in the event the Fire Prevention Officer dies or becomes unable to work because of disability;
- b. The Fire Prevention Officer provides the Services and fulfills the obligations as set out in this Agreement.

8. **Insurance**

Huron East will pay for and maintain for its own benefit and for North Huron's benefit, with insurers or through the appropriate governmental department, appropriate insurance concerning the Huron East Fire Department and the Fire Prevention Officer

Services provided by North Huron hereunder to Huron East, including, but not limited to, liability and property damage insurance. Huron East will provide North Huron with satisfactory confirmation of its compliance with this Section 8 and/or copies of the insurance policies when requested by North Huron. North Huron agrees that anyone claiming by, through, under or on behalf of Huron East will have no claim, right of action or right of subrogation against North Huron based on any loss or liability insurance under the above insurance.

9. Indemnity

Huron East willfully indemnify and save North Huron, as well as all of its respective officers, councillors, employees (including, but not limited to, North Huron's Fire Prevention Officer), independent contractors and agents (collectively, "North Huron indemnitees" under this Section 9) harmless from and against any and all costs (including, but not limited to, costs resulting from orders, awards, settlements, penalties, fines, damages, expenses, interest, legal fees, disbursements and applicable taxes) incurred by any of the North Huron indemnitees as a result of any claims, actions, causes of action, demands, complaints, applications, investigations or similar proceedings, which result from, or relate to, directly or indirectly:

- a. any act, neglect, default, or breach of applicable law, of or by any of the North Huron indemnitees in respect of the provision or non-provision of the Services, and/or otherwise as a result of this Agreement; and/or
- b. any act, neglect, default, or breach of applicable law, of or by Huron East and/or any of its respective officers, councillors, employees, independent contractors and/or agents.

Notwithstanding the foregoing, it is understood and agreed that Huron East will not indemnify and save harmless the North Huron indemnitees for any such costs that:

- (i) result from the negligence of the North Huron indemnities;
- (ii) arise from any breach by the North Huron indemnities of any provision of this Agreement; or
- (iii) that directly result from any act, neglect, default, or breach of applicable law, of or by any of the North Huron indemnitees performed in bad faith.

10. Nature of Relationship

- a. North Huron is not, nor is any person employed or retained by North Huron in the provision of the Services, an employee of Huron East, and no other relationship, including a partnership or a principal and agency relationship, is created by this Agreement. The relationship created by this Agreement is exclusively that of independent contractor.
- b. North Huron will at all times act in its own capacity and right solely as an independent contractor in the provision of the Services under this Agreement and, except as may be expressly provided in this Agreement, North Huron will have full discretion as to the means, method and manner of providing the

Services and will not be subject to the control and/or direction of Huron East in doing so.

11. Dispute Resolution

- a. If, during the Term, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Prevention Officer, then the parties agree to participate in the following dispute resolution procedure:
 - (i) Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each party's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
 - (ii) If the CAOs fail to resolve the dispute within 15 calendar days following the date of their meeting, then they shall each prepare a written report to their respective Councils. The Council of Huron East and the Council of North Huron each agree to appoint two (2) members to work with two (2) members of the other municipality to resolve the dispute or disagreement.
 - (iii) All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
 - (iv) In the event that the designated Council representatives cannot resolve the dispute within 45 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the *Arbitrations Act* (Ontario), subject to Subsection 12 b. below.
- b. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
- c. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, North Huron will continue to provide the Services under this Agreement while the dispute or disagreement is being resolved in accordance with this Section, unless and until the provision of such Services is terminated or expire in accordance with the Termination provisions of this Agreement.

12. **Termination**

- a. North Huron's provision of the Services under this Agreement will automatically terminate / expire at the end of the Term, without any further notice or compensation in lieu of notice owed, unless Huron East and North Huron enter into a written Agreement, no later than 6 months before the expiry of the current Agreement, to extend the provision of the Services beyond the end of the Term that sets out the terms and conditions of such extension.
- b. North Huron's provision of the Services under this Agreement may also be terminated, at any time before the end of the Term, as follows:
 - (i) By either party, without cause, upon giving at least 120 days' written advance notice to the other party of the termination date.
 - (ii) By either party, for cause, without any obligation to provide any advance notice or compensation in lieu of notice to the other party. For greater certainty and without intending to limit the generality of the foregoing, a party will have cause to terminate North Huron's provision of the Services under this Agreement if it is determined, by that party acting reasonably, that continued provision of the Services is not in the best interests of that party and/or is likely to risk exposing that party to liability and/or that a fundamental breach of the Agreement has been committed by the other party, including, but not limited to, any breach by Huron East of its obligations under Section 6 of this Agreement.
 - (iii) By North Huron if it is unable to provide the Services under this Agreement, including, but not limited to, in the event of the death, disability or termination of employment of North Huron's Fire Prevention Officer, without any obligation to provide any advance notice or compensation in lieu of notice to Huron East.
 - (iv) By mutual Agreement of both parties.

The parties agree that these Termination provisions are fair and reasonable, and are in full satisfaction of any and all entitlements (statutory, contractual, common law and/or otherwise) resulting from the termination of the Services under this Agreement. The parties further agree that, if a party terminates North Huron's provision of the Services under this Agreement in accordance with these Termination provisions, the other party will have no action, cause of action, claim or demand against the terminating party or any other person or organization as a consequence of such termination and, in particular, the terminating party will not be liable to the other party and/or any of its officers, councillors, employees, independent contractors or agents for damages on account of the termination of the provision of the Services under this Agreement.

13. **General**

a. **Choice of Law**

The provisions of this Agreement shall be construed and interpreted in

accordance with the laws of the province of Ontario and the laws of Canada applicable therein.

b. **Interpretation**

This Agreement has been submitted to the scrutiny of all parties to this Agreement and shall be given as fair and reasonable interpretation as possible without consideration or weight being given to the Agreement having been drafted by any party to this Agreement or its counsel.

c. **Sections and Headings**

The division of this Agreement into Articles and Sections and the insertion of headings are for the convenience of reference only and will not affect the construction or interpretation of this Agreement. The terms "this Agreement", "hereof", "hereunder" or similar expressions refer to this Agreement and not to any particular Section or other portion hereof and include any Agreement or instrument supplemental or ancillary hereto. Unless something in the subject matter or context is inconsistent therewith, references herein to Sections and Schedules are to Sections and Schedules of this Agreement.

d. **Benefit of Agreement**

This Agreement shall ensure to the benefit of and be binding upon the successors and assigns of Huron East and North Huron, respectively.

e. **Entire Agreement**

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter of this Agreement in respect of the period commencing May 1st, 2018, and cancels and supersedes any prior understandings and Agreements between the parties hereto with respect to such subject matter. There are no representations, warranties, conditions, undertakings or collateral Agreements, express, implied or statutory, between the parties about such subject matter other than as expressly set forth in this Agreement.

f. **Amendment**

No amendment to this Agreement will be valid or binding, unless it is set forth in writing and duly executed by both parties. Similarly, no waiver of any breach of any provision in this Agreement will be effective or binding, unless it is made in writing and duly signed by the party purporting to give the same and, unless provided in the written waiver, will be limited to the specific breach waived.

g. **Severability**

In the event that any provision of this Agreement is determined by any court of competent jurisdiction to be invalid or unenforceable in whole or in part for any reason whatsoever, such invalidity or unenforceability shall attach only to such provision or part of such provision and the remaining part of such provision and all other provisions of this Agreement shall continue in full force and effect.

h. **Applicable By-laws**

Each of the parties hereby acknowledges and agrees that they will pass all necessary by-laws to give full force and effect to this Agreement.

i. **Independent Legal Advice**

Each of the parties hereby acknowledges that it has had an adequate opportunity to obtain independent legal advice prior to execution of this Agreement and has either obtained such advice or freely chosen not to do so, and that each of the parties executes this Agreement voluntarily and with full knowledge and understanding of the contents of this Agreement.

j. **Counterparts**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts shall be accepted in original, electronic, or facsimile form, and the parties to this Agreement adopt any signatures received by receiving facsimile or electronic form as original signatures of the parties.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Bernie MacLellan, Mayor

Brad Knight, CAO/Clerk-Administrator

We have authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

Neil Vincent, Reeve

Richard AI, Clerk

We have authority to bind the Corporation.

SCHEDULE A
"SERVICES"

1. Services

North Huron will provide the following Fire Prevention Officer services to Huron East and shall be under the direction and supervision of the Huron East Fire Chief:

- a. Ensure compliance with the fire prevention and enforcement provisions of the FPPA and all other codes and standards;
- b. Act as an Assistant to the Fire Marshal in enforcing the provisions of the FPPA;
- c. Provide public education on fire safety, including giving talks, demonstrations and presentations before community groups, schools and other organizations and institutions;
- d. Complete inspections and fire safety surveys in all classes of buildings, properties and occupancies as required or on a complaint basis;
- e. Examining fire scenes in order to investigate the cause, as required;
- f. Liaise with Huron East personnel regarding the issuance of building permits;
- g. Conform to the rules, regulations and standing orders of the Huron East fire department;
- h. Record and report the findings of all fire inspections and issue orders to improve fire safety;
- i. Serve as liaison with architects, consulting engineers, contractors and owners to ensure fire safety requirements are met;
- j. Attend officers' meetings, council meetings, and other meetings as directed to facilitate the smooth operation of the Huron East department;
- k. Assist with the Huron East's Health & Safety Policy, as needed.

SCHEDULE B
"Fee-for-Service"

1. **General Principle** – The general Agreement in principle between Huron East and North Huron is that Huron East will compensate North Huron to a maximum of \$11,000 annually for payroll costs in exchange for the provision of Fire Prevention Officer services from North Huron equivalent to a service level of one 8-hour day per week.

In addition to payroll costs, Huron East agrees to share equally administration expenses including but not limited to:

- i) Fire Prevention Officer – training, seminars/conferences¹
- ii) Fire Prevention Officer – telecommunication expense
- iii) Fire Prevention Officer – office and equipment supplies
- iv) Fire Prevention Officer – uniform expenses
- v) Fire Prevention Officer – office and meeting expenses

¹ includes mileage and expenses to attend meetings/seminars

2. Mileage and travel expenses that are incurred for travel within Huron East specifically on behalf of Huron East will be reimbursed by as part of the quarterly billing by North Huron.
3. The annual budget shall be prepared by North Huron for the services of Fire Prevention Officer and shall provide the same for review by the Council of the Municipality of Huron East. It is generally understood and agreed by the Parties to this Agreement that the base payroll costs will increase annually in accordance with North Huron payroll policies with respect to annual wage increases.
4. In recognition that this Agreement is being entered into subsequent to the 2018 budget approvals by Huron East and North Huron, it is understood and agreed by the Parties hereto that the maximum annual payroll costs for 2018 shall not exceed \$11,000 with final invoicing to be pro-rated based on actual costs and the number of months that the Agreement is in effect for 2018.



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Dwayne Evans
DATE: 16/04/2018
SUBJECT: Childcare Services Agreement
ATTACHMENTS: County Childcare Services Agreement

RECOMMENDATION:

That the Council of the Township of North Huron hereby receives the report of the CAO, dated April 16, 2018, regarding a Childcare Services Agreement with the County of Huron;

AND FURTHER, THAT Council authorize the Clerk and Reeve to sign By-law 34-2018 being an agreement between the County of Huron and the Township of North Huron for childcare services;

AND FURTHER THAT Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law 34-2018 to be passed at the April 16, 2018 Council meeting.

EXECUTIVE SUMMARY

For many years the County of Huron has received and disburses provincial funding to municipalities for childcare services. The funds received are based on licensed capacities and funding formulas. Childcare programs are licensed by the Ministry of Education and receive a significant level of financial support to ensure spaces are available and affordable for families. Direct Operating Grants are received to offset costs associated with staffing and operating the programs. Operating grants are based on the number of available licensed childcare spaces; the number of children enrolled in the program; and the number of staff required to care for them.

In addition to Direct Operating Grants, municipalities are invited to apply on an annual basis for Health and Safety Grant funding. These funds are used to upgrade our buildings or remedy safety concerns. For each licence held, municipalities are eligible to receive approximately \$1000 per license annually. North Huron currently holds three licenses and in the past these funds have to replace windows, flooring, painting, water heaters, heating units and the upgrading of phone systems. The County also provides wage enhancement funding for staff who work directly with the children. The purpose of this funding is to increase salaries to better reflect what similar staff are being paid in the school system.

The purpose of this report is threefold: (1) to seek Council's approval to renew the Childcare Services Agreement with the County for an indefinite period of time or until the agreement is superseded or replaced by a subsequent agreement or until it is terminated in its entirety by either party by giving sixty (6) days' written notice; (2) share with Council what the CAO has learned regarding the operations of childcare services; and (3) provide some insight into some issues/concerns being investigated by staff.

DISCUSSION

The Township currently operates and provides 4 programs to residents in the north end of the County.

The Main Centre is located at 239 William Street and is licensed for 67 children daily. This consists of 10 infants (newborn to 18 months), 25 toddlers (18 months to 2.5 years old), and 32 preschoolers (2.5 to 6 years). The Centre is open 6:30-5:30 pm Monday to Friday with the exception of a two week shutdown in December. The Main Centre is full and has a waitlist with 17 infants on it; a smaller group of sibling toddlers and a few preschoolers needing care.

A second program is offered at the Sacred Heart School (225 Cronyn Street) and is licensed for 24 preschool children and 15 school age children. Referred to as the 'Early Learning Site', the preschool portion of this program provides service to 16 children. The room is not appropriately sized to accommodate the license North Huron currently holds for 24 preschool children. The preschool program is full and if the space allowed, has the ability to accommodate more children on a daily basis. The space was constructed by the County and is currently rent free with the County's permission.

A third program North Huron offers is the Before and After School Program. This program operates out of the Maitland River Elementary School and North Huron is currently licensed for 52 JK/SK and 60 Primary children. The program is available from 6:30 am until school starts and 3:00 pm until 6 pm. Presently, the program runs with approximately 23 JK/SK and 30 primary aged children on a daily basis. This year the Before School Program is equally as busy as the After School Program. North Huron is currently licenced to accommodate double the number of children enrolled in the program.

The fourth and last program North Huron offers is 'EarlyON' (Ontario Early Years). EarlyON is a parenting and caregiver program for children and their families 0- 6 years of age. The program offers children and their families free playgroups, parent education and training programs throughout the northern end of the County. The program is delivered through a contract with Huron County and is 100% funded. This program is currently being rebranded and the services are being expanded to include EarlyON Child and Family Centres. The available provincial dollars to expand and fund this program is on the rise.

Waitlist

As mentioned above, North Huron has a waitlist with 17 infants on it; a smaller group of sibling toddlers and a few preschoolers needing care. Some of the priorities on the waitlist are families needing full time care for work related purposes; families with siblings in the program; regular part-time care; and families needing care for shift work purposes. North Huron's waitlist list policies are available on the Township's website.

The County of Huron has funded a new electronic waitlist which is being used in all areas of the province called OneHsn. This electronic waitlist allows families to place their children on a waitlist for services closest to them. This system allows child care providers with ongoing access to an updated list and the list confirms to the County (the funder) that our services are in demand. The County of Huron pays all costs for this program.

Staffing

As part of the licensing requirements, the Ministry of Education establishes children to staff ratios. With 67 children on a daily basis, the main centre requires thirteen (13) staff working full days and one or two part time staff to cover lunches and end of day coverage. The Township currently employs 6 full-time staff, sixteen (16) part-time staff, one secretary who works approximately 20 hours per week to complete attendance and billing for approximately 180 families a month, a part-time cook who prepares snacks and a hot lunch for 83 children daily, and one Manager. The Manager is responsible for all four programs provided by the Township and the responsibilities include, but are not limited to, staff scheduling, registering and communicating with families, budgeting, purchasing, supervising programs, scheduling and filling daycare vacancies. The Manager has disclosed that retirement is likely within the next 3 years.

Regarding the Early Learning Program, two staff working full time hours and one part time staff member working 6.5 hours a day is needed to cover lunch breaks; end of day programming; and before and after school care. The Maitland River School Before and After School program requires four staffing working 6.5 hours a day. The EarlyON program requires two staff working approximately 24 hours per week each. A vast majority of staff who delivered these programs are Registered Early Childhood Educators. A few staff with less training work regular hours and in accordance with regulations and laws.

Cost of Operating

The cost of operating these programs is based on the number of staff required to meet the Ministry's ratios as well as the costs to provide the necessary buildings and structures. The draft 2018 budgets for the offsite programs does not include secretarial or management salaries.

Infants are most costly age to deliver as the Ministry mandated ratio is one staff for three (3) infants. Toddlers are one (1) staff to five children and preschool age school are one staff to eight (8). The ratio for 4 and 5 year old's is one (1) staff person for every thirteen children. For primary aged children, the Ministry's mandated ratio is one staff person for every 15 children.

The main building program costs more because we own and operate the building including heat, hydro, snow removal, repairs and maintenance. Presently, all current offsite programs are rent free and all facility costs are absorbed by the County except for the phone system. At the time of writing this report, it is unknown why this cost is not covered.

FINANCIAL IMPACT

As stated above, the Township receives provincial funding which is administered by the County of Huron through a Children's Services Manager. The funding is provided through the Ministry of Education and is based on licensed capacities and funding formulas. The Township receives a significant level of financial support to deliver the programs and ensure spaces are available and affordable for families.

During a recent meeting with County of Huron Children Services staff, the CAO and Manager of Child Care Services was advised that the County was not supportive of the introduction of resident/non-resident fees for children's services. Instead, the County encouraged a review of program delivery

and an investigation into how the County could provide more financial support for children's services. A recent provincial announcement is suggesting children's services will be 100% funded by 2020.

During the meeting, the County reminded North Huron staff that parents can apply for a fee subsidy to help offset costs. This program is administered by the County and is based on household income. The program covers 100% of the childcare costs for eligible families and is recorded as 'fee subsidy' in the Township's budget. The only other way to increase revenue to the Township's child care programs is through an increase in the parent fees.

Speaking of fee subsidies, when programs have children in them with special needs and child requires assistance to participate, the provincial government provides 100% of the additional funding required to provide the necessary staffing. In the Township's budget, this additional staff assistance is shown as 'Program Assistants'.

As stated above, Direct Operating Grants are received to offset costs associated with staffing and operating the programs. Operating grants are based on the number of available licensed childcare spaces; the number of children enrolled in the program; and the number of staff required to care for them. In addition, municipalities are invited to apply on an annual basis for Health and Safety Grant funding. These funds are used to upgrade buildings or remedy safety concerns. The County also provides wage enhancement funding for staff who work directly with children. The provincial government currently provides \$2 per hour to each staff hour worked directly with children.

In 2017, Township received provincial funding of approximately \$354,941. This was exclusive of any fee subsidy funds received. The County of Huron was also able to provide an additional \$10,000 dollars to help offset financial pressures in 2018.

If you look at the four (4) programs as a collective, child care services benefit the municipality. The accounting of the programs is currently under review. Staff need to ensure program costs are being charged against the appropriate program.

FUTURE CONSIDERATIONS

Thanks to the current Manager of Child Care Services and former senior staff, North Huron has developed a strong and positive relationship with the County of Huron. The County supports and appreciates North Huron's high level of quality and customer service. Staff are working closely with the County to roll out the mandate for the EarlyON Child and Family Centres. There may be some additional capital funding to increase child care spaces and create new space for the EarlyON Child Family Centres. For 2018, the County has increased North Huron's funding from \$82,590 to \$115,000 to build and improve upon children's services in the community. In return, the County will be establishing expectations and goals for North Huron to implement with the additional dollars. The County's expectations and goals will not exceed the additional dollars that have been allocated. One of the County's goals is to explore ways to create more child care spaces. North Huron's child care waitlist continues to grow.

As part of the review process, staff are investigating current available space to create more preschool spaces. If more preschool spaces can be created offsite, more toddlers and infants could be accommodated in the main centre. Staff are also looking into ways to improve the washroom

facilities at the main centre with little to no cost to the municipality. This would allow for an increase in the number of toddler and infants that could be accommodated at the main centre.

Staff are also investigating space and funding to build additional rooms onto existing facilities. This has the potential of providing additional services to residents with minimal to no cost to the municipality. This investigation also aligns with the province's plan to establish multi-year funding for child care services. Stable and predictable funding will enable the municipality to offer secure employment and possibly more permanent positions. This will improve the quality of child care services provided to residents. It may also allow for the creation of an offsite supervisor position to assist the Manager of Child Care Services with the delivery of programs and facilitate succession planning.

Further and as mentioned earlier in the report, staff are assessing whether an additional room or two could be created at the Maitland River School and/or the Sacred Heart School to accommodate more preschool aged children. One of the County's goals is to reduce North Huron's waitlist. Creating an infant toddler hub of excellence at the main centre will also enable the Township to accommodate more infant and toddler aged children. To drive the local economy and support working parents in the community, more child care spaces are needed. North Huron may be able to achieve with little to no cost.

Finally, Township staff and County staff have a vision to create and build a more integrated hub for a Family Centre that provides visibility and accessibility for families. Staff are currently investigating available community space. This program will be 100% funded by the County.

RELATIONSHIP TO STRATEGIC PLAN

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



Dwayne Evans, CAO



County of Huron Emergency Services
1 Courthouse Square, GODERICH, ON N7A 1M2
Tel: 519.524.8394 Fax: 519.524.5147
Toll Free (within 519 area code) 1-888-524-8394
www.huroncounty.ca

April 3, 2018

Dear Sir/Madam

Huron County Paramedic Services began a Public Access Defibrillator Program (PAD) in 2007. At that time the Province of Ontario as well as private donors provided funding to the Heart and Stroke Foundation of Ontario. As administrators of the program, the Heart & Stroke Foundation, would fund Paramedic Services to purchase AED units and place them in the community. The initial goal of the program was to place an Automated External Defibrillator (AED) in every arena and higher volume public gathering buildings in Huron County. That goal was met and exceeded as Huron County has placed 86 Defibrillator units in arenas, libraries, municipal offices, schools and some Huron County buildings.

Like the smoke detectors and fire extinguishers, AEDs are becoming an expectation in public buildings. As with any piece of protective equipment, there is an acceptable life expectancy. Replacement of AEDs at their life expectancy is no different than replacing your smoke detector or fire extinguisher. The industry accepted life expectancy of an AED is ten (10) years.

Huron County Council has approved the replacement of AEDs that are ten (10) years or older. County staff have placed a "Request for Quotation" on the Huron County website in order to secure the best possible pricing on replacement AEDs. It is estimated that the replacement cost for each unit will be approximately \$2,000. Huron County will continue to provide replacement supplies and maintenance on the AED unit as they have in the past.

According to our records, the unit in your building meets the requirement for replacement. Huron County Council is requesting your consideration in becoming a community safety partner by contributing to the replacement costs of the AED unit. If you choose to fully sponsor the AED, then recognition of your organization will be provided on the unit. We estimate we have over 35 units to replace this year throughout the County and all financial donations are gratefully appreciated.

Only one (1) person in ten (10) survives a sudden cardiac arrest outside of a hospital. However the chance of survival **doubles** when CPR in combination with an AED is used within the first few minutes. (*Heart and Stroke Foundation website, February 2018*)

Thank you in advance for your generous support of this program.

Sincerely

Jeff Horsemann
Chief Emergency Services
County of Huron

...progress through teamwork...



LEGISLATIVE ASSEMBLY

RECEIVED

APR 11 2018

TOWNSHIP OF NORTH HURON

ERNIE HARDEMAN, M.P.P.

Oxford

March 26, 2018

Neil Vincent

Township of North Huron

274 Josephine St., Box 90

Wingham, ON N0G 2W0

Queen's Park Office:
Room 413, Legislative Bldg.
Toronto, Ontario
M7A 1A8

Tel. (416) 325-1239
Fax (416) 325-1259

Constituency Office:
12 Perry Street
Woodstock, Ontario
N4S 3C2

Tel. (519) 537-5222
Fax (519) 537-3577

Dear Reeve Vincent,

I am writing to let you know that I recently introduced a private members' bill which would give municipalities the authority to decide whether or not they would be willing to receive a landfill. I have enclosed a copy for your information and comments. I believe municipalities should have a say in the location of something that would have such a lasting impact on their community.

As you know, today municipal governments can decide where a Tim Hortons should go, but they can't decide where something as significant as a landfill should go. That doesn't make sense.

Currently, only the Ministry of the Environment approves a new landfill, but Bill 16, *Respecting Municipal Authority Over Landfilling Sites*, would ensure that waste companies are required to have approval from the municipality as well before they can move forward with the landfill placement.

I know that this authority has been requested by a number of municipalities. The Mayor of Ingersoll requested this legislative change during a committee hearing on Bill 139 last fall at Queen's Park. Since then, nearly 30 municipalities have passed resolutions of support and another 150 municipal leaders have signed petitions to demand this right.

I would appreciate hearing your comments on the bill and any support you can offer. For your convenience I have enclosed a sample resolution of support.

Thank you for your consideration. As always please feel free to contact me if I can be of assistance.

Sincerely,

Ernie Hardeman, MPP
Oxford



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

BY-LAW NO. 33-2018

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council,
a Memorandum of Understanding, between the Corporation of the Township of North Huron
and the Musical Muskrat Festival Committee.

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 Memorandum of Understanding, between the Corporation of the Township of North Huron and the Musical Muskrat Festival Committee;

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, a Memorandum of Understanding, between the Corporation of the Township of North Huron and the Musical Muskrat Festival Committee.
2. That a copy of the said Agreement is attached hereto and designated as Schedule ‘A’ to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk



MEMORANDUM OF UNDERSTANDING

MEMORANDUM

Dated: March 23, 2018

Between:

Musical Muskrat Festival Committee

AND

Township of North Huron

STATEMENT

The purpose of this Memorandum of Understanding is to define the roles and responsibilities of the Musical Muskrat Festival Committee.

WHERE AS:

The "Musical Muskrat Festival Committee" is an informal committee of volunteers, providing the local community with an annual special event called the Musical Muskrat Festival. The purpose of the group is to organize and implement the Musical Muskrat Festival. For clarity, the Musical Muskrat Festival Committee is not a Committee of Council.

THIS MEMORANDUM OF UNDERSTANDING (MOU)

1. COMMENCEMENT

The MOU becomes effective when signed and dated by both parties.

2. DURATION

This MOU will continue indefinitely until terminated in accordance with Section 8 or until such time as the Musical Muskrat Festival Committee ceases to exist, or until such time as a revision of this Memorandum of Understanding is signed by both parties, replacing this MOU agreement.

3. MODIFICATIONS

Additions or modifications to this MOU must be made in writing and signed by the authorized representatives of both parties.

1. INTENT OF THIS MOU:

- The purpose of this Memorandum is to provide a framework for the relationship between the Musical Muskrat Festival Committee and the Township of North Huron.

2. THE ROLE OF MUSICAL MUSKRAT FESTIVAL COMMITTEE

- The Committee will ensure members and additional volunteers are made aware of any risks associated with working for a special event committee, and provide necessary training for the safety of all committee members and volunteers.
- The Committee will identify and communicate any damages, safety concerns or vandalism to the North Huron Recreation and Facilities department primary contact.

3. RESPONSIBILITIES OF THE MUSKRAT FESTIVAL COMMITTEE

- Set-up and Take-down of the North Huron Snow Fencing. Fencing to be placed in an agreed upon location for North Huron staff to pick up on Monday morning.
- Recruitment and scheduling of all volunteers. These are volunteers of the Musical Muskrat Festival, not North Huron volunteers. Volunteers must be covered for liability under the Musical Muskrat Festival liability insurance policy.
- The committee will be responsible for the security and use of the Optimist Booth. Key access only for direct water supply from the Booth and Bathrooms. If the Booth is operating under a third party formal group agreement this request must be agreed upon by all parties.
- All Vendors must apply for a Licensing Permit (Bylaw NO. 17-2018) from the Township of North Huron.
- The committee must apply for any required tent permits from the Township of North Huron.
- The event is responsible for the collection and removal of garbage and recycling for the event. Garbage can be deposited into the North Huron Westcast Community Complex bins, located at the rear of the building at 99 Kerr Dr. The recycling will be collected and deposited by the committee in an agreed location.
- To pay all damages to the facilities and/or furnishings arising from the use of same as granted by the Township of North Huron.
- To comply with all Federal, Provincial and Municipal By-Laws and resolutions particularly those pertaining to games of chance, lotteries, gambling, special events, and alcoholic beverages;
- The Muskrat Festival Committee is responsible for the conduct and supervision of all persons admitted to the facilities and shall see that all regulations are strictly enforced;

- To ensure that all persons admitted to the function being held vacated the permitted facilities and that all privately-owned property and personal affects have been removed by the time specified. Return the facilities to the Township in the condition they were prior to the event.

4. RESPONSIBILITIES OF THE TOWNSHIP POF NORTH HURON

- Rental Fees waived for the for the Riverside Park and Ball Diamond areas.
- If the Musical Muskrat Festival is inviting any food or other vendors they must agree to comply with the Licensing BY-LAW NO. 17-2018. Related fees are outlined in the by-law. The by-law currently waives the fees for this type of event.
- Supply as many garbage and recycling bins as possible. Any additional bins required is at the expense of the event committee.
- Recycling will be picked up from a designated location by the Township of North Huron.
- When possible, the advertising highway banner will be hung by the Township one month prior to the event. This condition is met by the Township if the boom rental equipment is already being rented by the Township for another purpose. If the boom lift equipment is not available, the committee may request to have the banner hung by the Township, but the cost of the boom truck rental will be at the expense of the committee or the schedule will be adjusted.
- Fees waived for up to two Tent Permits.
- Continued use of storage at the Galbraith Soccer Field shed facility, as long as the Township leases the facility.
- Supply Snow Fencing owned by the Township of North Huron.

5. INDEMNITY

- The Musical Muskrat Festival shall indemnify the Township of North Huron from fines, suits, claims, demands from any loss, damage, or injury suffered by any Committee/Volunteer member resulting from negligence, willful misconduct or default on the part of the Musical Muskrat Festival.

6. INSURANCE

- The Musical Muskrat Festival will obtain its' liability insurance coverage. Annually the Musical Muskrat Festival will provide the Township of North Huron with a' proof of insurance certificate', naming the Township of North Huron as an additional insured.
- General Liability insurance is required for Musical Muskrat Festival with minimum \$5,000,000 limit per occurrence for bodily injury or property damage, showing the Corporation of the Township of North Huron as additional insured and containing cross liability/severability if interest clause.
- Insurance for all equipment rented by Musical Muskrat Festival must be covered by the insurance policy.
- Actions of all Musical Muskrat Festival committee members and volunteers must be covered under the General Liability policy.
- Vendors and suppliers of the Musical Muskrat Festival event, must show proof of their own General Liability insurance with minimum \$2,000,000 limit per occurrence for bodily or property damage, showing the Corporation of the Township of North Huron as additional insured.
- Submit the proof of insurance certificate(s) for review by the Township insurance company to confirm coverage at least 30 days prior to the event.

6. NOTICES

- Notices must be in writing, signed by, or on behalf of the sender. The notices must be addressed to the recipient and delivered to the recipient's address either by pre-paid mail, facsimile or email. Any facsimile or email delivery requires confirmation of receipt by the sender.

7. DISPUTE RESOLUTION

- If a dispute arises regarding the intention and or interpretation of this MOU, the issue shall be resolved between The Musical Muskrat Festival and the Director of Recreation and Facilities of the Township of North Huron through a discussion. If a resolution cannot be reached, the dispute can be referred to the Council of the Township of North Huron for a decision. Both parties, (the Musical Muskrat Festival and the Director of Recreation and Facilities of the Township of North Huron) can request the intervention of the Council.

8. TERMINATION

- Either party may terminate this arrangement without cause, by giving at least three (3) months' notice, or any period as may be mutually agreed to, with written notice to the other party.

EXECUTED AS A MEMORANDUM OF UNDERSTANDING

SIGNED for and on behalf of

THE MUSKRAT MUSICAL FESTIVAL
By

_____ Date: _____
Rob Wheeler, Co-Chair

_____ Date: _____
Melinda Wheeler, Co-Chair

_____ Date: _____
Witness

Print Name: _____

SIGNED for and on behalf of

THE TOWNSHIP OF NORTH HURON

_____ Date: _____
Neil Vincent, Reeve

_____ Date: _____
Richard Al, Clerk

_____ Date: _____
Witness

Print Name: _____

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 34-2018

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council,
a Service Agreement with the County of Huron for the provision of child care and/or early years
programs and services

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

AND WHEREAS Council is desirous of executing a Service Agreement with the County of
Huron for the provision of child care and/or early years programs and services;

AND WHEREAS Council 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 Service Agreement with the County of Huron for the provision of child care and/or
early years programs and services.
2. A copy of the following Schedules are attached hereto and designated as
Schedule "A", Schedule "B", Schedule "C", Schedule "E", Schedule "F", and
Schedule "G" this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing
thereof.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

2. **THE SERVICE PROVIDER AGREES TO:**

- (a) Provide services in accordance with the attached Service Description Schedule(s), the terms and requirements of its license under Ontario Regulation 137/15: Child Care and Early Years Act, S.O. 2014, c. 11, Sched.1 (if applicable) and in accordance with the policies, guidelines and requirements of County.

The following Schedules marked with an "X" form part of this Agreement.

<u> X </u>	Schedule "A" - Licensed Child Care Fee Subsidy Service Description
<u> X </u>	Schedule "B" - General Operating Grant Service Description
<u> X </u>	Schedule "C" - Provincial Wage Enhancement Grant Service Description
<u> </u>	Schedule "D" - Pay Equity Service Description
<u> X </u>	Schedule "E" - Program Assistant Service Description
<u> X </u>	Schedule "F" - Special Purpose (Play Based, Health and Safety, one-time funding)
<u> X </u>	Schedule "G" - EarlyON Child and Family Centre Service Description

- (b) Participate in a meaningful way in providing quality child care and/or early years programs and services, including identifying ongoing professional learning opportunities for staff and keeping current with trends in pedagogy.

- (c) Provide inclusive child care and/or early years programming.

3. **TERM:**

This Agreement and the applicable Schedules will be in force from January 1, 2018 until it is superseded or replaced by a subsequent Agreement or applicable Schedule or until it is terminated in its entirety by either party by giving sixty (60) days' written notice. In the event of termination, the Service Provider will refund forthwith to the County of Huron, any monies advanced by the County of Huron and not expended.

4. **CONSIDERATION:**

- (a) The County of Huron will pay to the Service Provider for admissible expenditures incurred pursuant to this Agreement. The County of Huron reserves the right within reason to determine the amounts, times and manner of such payments.

- (b) It is agreed and understood that the County of Huron may withhold payments if the Service Provider is in breach of its obligations under this Agreement or, as applicable, if the County is advised by the Ministry of Education that the Service Provider is in breach of its license requirements and obligations under the *Child Care and Early Years Act, 2014*.
- (c) The Service Provider shall hold any funds advanced to the Service Provider by the County in trust for the County until such time as the funds are expended in accordance with this Agreement.

5. HURON COUNTY ACCESS AND CONSULTATION:

- (a) The Service Provider will grant access, at reasonable times, to County staff, or their authorized representative, to any premises used by the Service Provider in connection with the programs and services pursuant to this Agreement for the purposes of evaluation of the programs and services and for purposes of inspection of the records, documentation and data required to be maintained by the Service Provider pursuant of the *Child Care and Early Years Act* and Regulations, and if necessary, to provide copies of same.
- (b) The Service Provider agrees that its staff providing programs and services pursuant to this Agreement will, upon reasonable request, be available for consultation with County staff, or their authorized representative.

6. REPORTS:

- (a) The Service Provider will maintain service records respecting each site where service is being provided and prepare and submit, as requested, a report respecting the services being provided pursuant to this Agreement, acceptable to County staff which shall include service data such as statistics, registrations and such other information as the County of Huron requires.

7. FINANCIAL RECORDS:

- (a) The Service Provider will maintain financial records and books of account respecting programs and services provided pursuant to this Agreement for each site where service is being provided and will allow County staff or such other persons appointed by the County of Huron, to inspect and audit such books and records at all reasonable times, both during the term of this Agreement and subsequent to its expiration or termination.
- (b) The Service Provider will, unless the County of Huron indicates otherwise, submit to the County of Huron an audited reconciliation report and signed letter of confirmation with respect to the services provided pursuant to this agreement within four (4) months of the Service Provider's financial year end.

- (c) The Service Provider will retain the records and books of account referred to in clause 7(a) for a period of seven (7) years.
- (d) The Service Provider will adhere to any additional financial reporting requirements as required by the County.
- (e) The Service Provider will comply with the County of Huron's policies on the treatment of revenues and expenditures which will be issued from time to time.

8. SERVICE RECORDS:

In the event the Service Provider ceases operation, it is agreed that the Service Provider will not dispose of any records related to the programs and services provided for under this Agreement without the prior consent of the County of Huron, which may be given subject to such conditions as the County of Huron deems advisable.

9. CONFIDENTIALITY:

- (a) The Service Provider, its directors, officers, employees, agents and volunteers will hold confidential and will not disclose or release to any person other than County staff at any time during or following the term of this Agreement, except where required by law, any information or document that tends to identify any individual in receipt of services without obtaining the written consent of the individual or the individual's parent or guardian prior to the release or disclosure of such information or document. Where the Service Provider is a municipality or such other "institution" as defined in the *Municipal Freedom of Information and Protection of Privacy Act*, the provisions of such Act with respect to the disclosure or release of information apply.
- (b) All information provided to the Service Provider by the County of Huron is being provided on a confidential basis for the purposes of the administration of the child care and/or early years program or service. The information provided by the County of Huron to the Service Provider shall not be released to any third party, under any circumstances whatsoever, without the consent of the County of Huron.

10. CONFLICT OF INTEREST:

- (a) The Service Provider, any of its sub-contractors and any of their respective advisors, partners, directors, officers, employees, agents and volunteers shall not engage in any activity or provide any services to the County of Huron where such activity or the provision of such services, creates a conflict of interest (actually or potentially in the sole opinion of the County of Huron) with the provision of services pursuant to the Agreement. The Service Provider acknowledges and agrees that it shall be a conflict of interest for it to use confidential information of the County of Huron relevant to the services where the County of Huron has not specifically authorized such use.

- (b) The Service Provider shall disclose to the County of Huron without delay, any actual or potential situation that may be reasonably interpreted as either a conflict of interest or a potential conflict of interest.
- (c) A breach of this section by the Service Provider shall entitle the County of Huron to terminate the Agreement, in addition to any other remedies that the County of Huron has in the Agreement, in law or in equity.

11. INDEMNIFICATION:

The Service Provider will, both during and following the term of this agreement, indemnify and save harmless the County of Huron from all costs, losses, damages, judgements, claims, demands, suits, actions, complaints or other proceedings in any manner based upon, occasioned by or attributable to anything done or omitted to be done by the Service Provider, its directors, officers, employees, agents or volunteers in connection with services provided, purported to be provided or required to be provided by the Service Provider pursuant to this Agreement.

12. INSURANCE:

The Service Provider will obtain and maintain in full force and effect during the term of this Agreement, general liability insurance acceptable to the County of Huron in an amount of not less than two million dollars (\$2,000,000.00) per occurrence in respect of the services provided pursuant to this Agreement.

The insurance policy shall,

- (a) Include as an additional insured "the County of Huron" in respect of and during the provision of services by the Service Provider pursuant to this Agreement;
- (b) Contain a cross-liability clause endorsement; and
- (c) Contain a clause including liability arising out of the agreement or agreement.

The Service Provider will submit to the County of Huron, upon request, proof of insurance.

13. TERMINATION:

- (a) Either party may terminate this Agreement in whole or in part with respect to the provision of any particular service upon sixty (60) days' notice to the other party. If the Agreement is terminated in part, all obligations with respect to the provision of all other services continue in full force and effect.

- (b) The Service Provider shall immediately inform the County of any event (a "Default Event") which materially adversely affects the Service Provider's financial health and/or its ability to fulfil the terms of this Agreement. The County shall be entitled to immediately terminate this Agreement upon the occurrence of a Default Event or upon the occurrence of any act of bankruptcy or act of insolvency by the Service Provider.

14. FREEDOM OF INFORMATION:

Any information collected by the County of Huron pursuant to this Agreement is subject to the rights and safeguards provided for in the *Municipal Freedom of Information and Protection of Privacy Act*.

15. HUMAN RIGHTS CODE:

It is a condition of this Agreement and of every Agreement entered into pursuant to the performance of this Agreement, that no right under section 5 of the *Human Rights Code* will be infringed. Breach of this condition is sufficient grounds for cancellation of this Agreement.

16. DISPOSITION:

The Service Provider will not sell, change the use or otherwise dispose of any item, furnishing or equipment purchased with the County of Huron funds pursuant to this Agreement without the prior written consent of the County of Huron, which may be given subject to such conditions as the County of Huron deems advisable.

17. NON-ASSIGNMENT:

- (a) The Service Provider will not assign this Agreement, or any part thereof, without the prior written approval of the County of Huron, which approval may be withheld by the County of Huron in its sole discretion or given subject to such conditions as the County of Huron may impose.
- (b) For the purposes of this section, this Agreement shall be deemed to be assigned by the Service Provider: (a) upon the change in control of the Service Provider (as defined by the *Business Corporations Act*), if the Service Provider is a corporation; and (b) upon any reorganisation which results in a change in the effective control of the Service Provider, if the Service Provider is a partnership.

18. SCHEDULES:

This Agreement and the attached Schedules embody the entire Agreement and supersede any other understanding or Agreement, collateral, oral or otherwise, existing between the parties at the date of execution and relating to the subject matter of this Agreement.

19. LAWS:

The Service Provider agrees that the Service Provider and its employees and representatives, if any, shall at all times comply with any and all applicable federal, provincial and municipal laws, ordinances, statutes, rules, regulations and orders in respect of the performance of this Agreement.

20. NO PARTNERSHIP:

- (a) The County and Service Provider shall not be deemed to be carrying on a partnership relating to the delivery of the services pursuant to this agreement and the parties hereto agree that the Service Provider is an entirely independent contractor providing such services for the County pursuant to the terms and conditions of this Agreement.
- (b) The Service Provider acknowledges and agrees this Agreement is in no way deemed or construed to be an Agreement of Employment. Specifically, the parties agree that neither the Service Provider nor its employees are employees of the Municipality for the purpose of, but not limited to, the *Income Tax Act*, *Canadian Pension Plan Act*, *Employment Insurance Act*, *Workplace Safety and Insurance Act*, *Occupational Health and Safety Act*, *Pay Equity Act*, *Health Insurance Act*, as amended from time to time and any legislation in substitution therefore.

IN WITNESS WHEREOF this agreement has been signed by an authorized County of Huron official on behalf of the County of Huron and the Service Provider by its proper signing officers.

Signed, sealed and delivered

on the _____ day of _____, 2018.

Jim Ginn
Warden, On behalf of
County of Huron

Meghan Wark
Chief Administrative Officer,
County of Huron

 Witness*

 By: ** Signing Officer Service Provider

 Position

(Seal)

 Witness

 By: ** Signing Officer Service Provider

 Position

* Witness required where the Service Provider is a sole proprietor or partner in a partnership. Not required when corporate seal is affixed.

** I have the authority to bind the corporation

**LICENSED CHILD CARE FEE SUBSIDY
SERVICE DESCRIPTION SCHEDULE "A"**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVE:

To provide affordable child care to eligible families in licensed child care facilities.

SERVICE DESCRIPTION:

The Service Provider will provide child care services to children on whose behalf a fee subsidy is paid at a licensed child care centre. All child care services will be provided in accordance with the *Child Care and Early Years Act* and the policies, guidelines, and requirements of the County of Huron.

DOCUMENTATION REQUIRED:

The Service Provider agrees to provide the following documentation prior to this Service Description Schedule being finalized and prior to December 31st of each year thereafter (unless otherwise stated), as long as this Service Description Schedule is in effect:

1. A list of rates charged by the Service Provider to parents.
2. The Articles of Incorporation, listing the Services Provider's current Directors, where the Service Provider is a corporation.

UNDERSTANDING:

3. The applicant's eligibility for fee subsidy will be determined by the County. All communication with the applicant regarding fee subsidy will be the responsibility of the County. The County will send a fee subsidy approval letter to the parent and a copy will go to the Service Provider outlining placement start date, daily parental fee and eligible hours of child care.
4. Any changes in the care approved thru fee subsidy will be determined by the County and communicated to the Service Provider. If the Service Provider is aware of changes in the child's care or schedule they will notify the County so that the County may determine whether a parent continues to qualify for fee subsidy within the meaning of the *Child Care and Early Years Act* and Regulations made thereunder.
5. The County will provide two weeks' notice (10 business days) regarding termination of child care fee subsidy.

6. The County will pay fee subsidy on behalf of a child who, on a regularly scheduled days, is sick, absent or on vacation, to a maximum of twenty-five (25) days per calendar year. If a child has started child care in-year, the twenty-five days will be prorated accordingly. If absences occur that are in excess of those permitted, the parent is responsible for paying the full cost of care. It is the responsibility of the parent to report any planned or unplanned absences and to abide by any notice periods that may be required. The Service Provider shall advise the County of excessive absenteeism.
7. The Service Provider further agrees to provide, upon reasonable notice, any other documentation as required by the County of Huron and/or Ministry of Education.

REIMBURSEMENT TO SERVICE PROVIDERS:

The County of Huron will pay to the Service Provider in respect of each child on whose behalf a subsidy is paid, the market rate less the parental contribution for each day/week the subsidized child is scheduled to attend the licensed child care program.

BILLINGS:

Child care fee subsidy is paid in arrears. The Service Provider will complete and submit the web-based attendance schedule (OCCMS) by the end of the month following the month in question. In particular, the Service Provider will verify and/or amend the attendance information for all children who have been approved for a fee subsidy. Subsidy will be paid by the County at the approved rate, for each child less the parental contribution on a monthly basis. It is the responsibility of each Service Provider to collect from the parent, the amount of the parental contribution stipulated in the fee subsidy approval letter.

**GENERAL OPERATING GRANT
SERVICE DESCRIPTION SCHEDULE "B"**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVES:

The General Operating Grant is to be used by Service Providers to support the costs of operating licensed child care programs in order to reduce wait times and fees for services, stabilize service levels, and where funds allow, to improve access to high quality affordable early learning and child care services for children and their families. It's anticipated that the following key considerations will be addressed:

- The existing child care system will be transformed (Early Learning Framework) and stabilized to continue the provision of quality, consistent programs and services;
- Parents will have access to a seamless child care system;
- Programs serving children with special needs, Indigenous children, Newcomer children and Francophone children will be supported;
- Child care fees will be stabilized; and
- The licensed child care system will continue to be staffed by qualified individuals who demonstrate best practices in the early learning and care field.

SERVICE DESCRIPTION:

General Operating Grant funding may be provided to non-profit, municipal and for-profit child care programs for ongoing costs including: staff wages and benefits, lease and occupancy costs, utilities, administration, transportation for children, resources, nutrition, supplies, maintenance, etc.

The standard will be applied in the following manner:

- Service Providers must demonstrate to the County of Huron that they are able to meet their minimum wage and mandatory benefits requirements without General Operating Grant funding in order to qualify for funding.
- Service Providers should use the General Operating Grant funding to support a stable ongoing operating and wage base rather than allocation as lump sums.
- Service Providers must promptly report any significant reduction in service levels and/or staffing that is not of a temporary nature to the County of Huron.
- Any identified surplus or unspent funds must be returned to the County of Huron or arrangements must be made for them to be deducted from future allocations.
- In the event of a service closure, surplus funds are to be refunded to the County of Huron.
- General Operating Grant funding for the coming year will be calculated using the licensed capacity in place as of September 1st of the current year as per the Centres' Ministry License.
- The County of Huron will provide child care operators with 1/12 of their annual entitlement each month. Adjustments will be made as necessary, subject to available funds.

OTHER CONSIDERATIONS:

If there is a decrease in the licensed capacity, months or hours of operation, the amount of General Operating Grant funding will decrease. If there is an increase in the licensed capacity, months or hours of operation, the amount of General Operating Grant may increase, subject to available funding.

Other factors that may impact the amount of the General Operating Grant include an increase or decrease in the licensed capacity within the local child care system, the County's available funding allocation, an increase or decrease in the demand for fee subsidy and/or other community priorities.

CONTRIBUTION TO AN OPERATING RESERVE:

General Operating Grant funding cannot be used specifically to establish a reserve or increase the level of a reserve. The General Operating Grant funding received from the County of Huron can be used to offset operating costs thereby freeing up funding from other sources that can be used to establish or increase an operator's operating reserve to the maximum allowable limit. The standard that the County is recommending is based on a formula that would allow sufficient cash flow to cover a Service Providers operating expenses for three months, which would equate to 25% of a Service Providers annual operating budget.

An operating reserve is defined as 'current assets' such as any cash, any short term or long term investments (e.g., portfolio investments, Canadian Money Market Funds, Corporate and/or Government Bonds, GICs., etc.), any accounts receivable, and any prepaid expenses, minus 'current liabilities' such as accounts payable, any accrued payroll (excluding management bonuses), any accrued vacation pay, and any unearned revenue.

As well, the General Operating Grant funding cannot be used for capital debt costs.

REPORTING REQUIREMENTS:

The Service Provider will, unless the County of Huron indicates otherwise, submit to the County of Huron an audited reconciliation report and signed letter of confirmation with respect to the services provided pursuant to this agreement within four (4) months of the Service Provider's financial year end.

**PROVINCIAL WAGE ENHANCEMENT GRANT
SERVICE DESCRIPTION SCHEDULE "C"**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVES:

- To close the wage gap between Registered Early Childhood Educators (RECE) working in publicly funded schools and RECEs, child care program staff and providers in licensed child care settings.
- To stabilize licensed Service Providers by helping them retain RECEs/child care staff.
- To support greater employment and income security.

SERVICE DESCRIPTION:

The Provincial Wage Enhancement Grant is to support a wage and associated benefit increase to RECEs and other program staff working in ratio in licensed child care programs, and Home Visitors working in licensed Private Home Child Care agencies.

FUNDING CONDITIONS:

Wage Enhancement/HCCCEG funding is an enveloped allocation separate from other funding allocations. Service Providers are required to use the funding only for the intended purpose (i.e. increasing wages of eligible child care staff). The following conditions apply:

1. Service Providers are required to notify their staff of the availability of wage enhancement funding and of the associated Guidelines.
2. Service Providers are required to distribute the wage enhancement funding on regular pay cheques. The funding is not to be issued on a quarterly installment basis.
3. Service Providers must clearly indicate on staff pay cheques the portion of funding that is being provided through the wage enhancement labeled as "Provincial child care wage enhancement".
5. Service Providers are not permitted to substitute dollars that they previously provided to staff with Ministry funding. In other words, wage enhancement funding must be provided in addition to pay equity payments, annual cost of living increases, or wage grid increases.
6. Any funding that is not expended by a Service Provider in accordance with the funding criteria will be recovered by the County of Huron.

7. If a Service Provider chooses to pay wage enhancement funding to its staff based on hours worked and mandatory benefits (as capped by the province) in the current year, rather than based on the previous year's entitlement calculation established by the Ministry, the County of Huron will not be liable for these costs.
8. If a Service Provider chooses to use other funding sources to supplement the wage enhancement funding received from the County of Huron they do so at their own discretion and the County of Huron assumes no responsibility for this.
9. Service Providers are required to complete an application requesting Wage Enhancement funding and at year end submit a statement attesting that 100% of the Wage Enhancement funding was provided directly to eligible child care staff. Should the County request, the Service Providers may be required to provide supporting documentation.
10. The supplemental grant offered as part of this funding must be used to support staff hourly/daily wage or benefits. It provides Service Providers with the flexibility to cover salary shortfalls (due to increased hours in program or new staff) and additional benefits, (e.g. vacation days, sick days, PD days and/or other benefits) once mandatory benefits are covered.

**PROGRAM ASSISTANT
SERVICE DESCRIPTION SCHEDULE “E”**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVES:

Program Assistant funding is used to support the inclusion of children with special needs in licensed child care settings, including home child care, camps and authorized recreation programs at no additional cost to parents or guardians.

SERVICE DESCRIPTION:

Under the Ontario Regulation 135/15, a ‘child with special needs’, means a child whose cognitive, physical, social, emotional or communicative needs, or whose needs relating to overall child development, are of such a nature that additional supports are required for the child.

The *Child Care and Early Years Act* defines ‘child’ as a person who is younger than 13 years old. However, families of children with special needs who are in receipt of a service or received financial assistance before August 31, 2017 will be allowed to continue to receive assistance until that child turns 18, provided that they meet other eligibility criteria.

The primary purpose of the Program Assistant is to support the inclusion and aid in capacity and skill building of the Early Childhood Educator to meet the needs of all children within the early learning and care program. This includes but is not limited to:

- Collaborating with the Early Learning Resource Consultant, the Child Care Director and the other members of the Early Childhood Educator team in the design and provision of program activities that take into consideration the individual goals of children with special needs.
- In collaboration with the ECE Team, Program Assistants ensuring that the safety of all children within the licensed child care program is met.
- In collaboration with the ECE Team, Program Assistants provide learning activities, personal and physical care to all children as needed.
- Attending case conferences, as requested.

In accordance with the *Child Care and Early Years Act*, a Program Assistant is not considered as part of the teacher/child ratio. The licensed child care program will be responsible for employing the Program Assistant and as such the Program Assistant will be bound by the child care program’s individual policies, procedures and human resources protocols.

Service providers must ensure that Program Assistant services are provided in accordance with policies, procedures and reporting requirements established by the County of Huron and as amended from time to time.

FUNDING CONDITIONS:

A Program Assistant Application must be submitted on a quarterly basis in accordance with the following timelines:

Quarter 1	January to March	Due December 15 th
Quarter 2	April to June	Due March 15 th
Quarter 3	July to September	Due June 15 th
Quarter 4	October to December	Due September 15 th

A Program Assistant Invoice and a Program Assistant Staff Time Sheet Summary must be forwarded to the County of Huron on a monthly basis in order for reimbursement of the Program Assistant's wage and benefits to occur.

**SPECIAL PURPOSE FUNDING
SERVICE DESCRIPTION SCHEDULE "F"**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVES:

Special purpose funding is aligned with Ministry of Education priorities that support, supplement or transform the delivery of child care services.

SERVICE DESCRIPTION:

The following funding may be available on an annual basis.

Repairs and maintenance: The purpose of this funding is to support licensed child care centres and home child care agencies that are not in compliance with licensing requirements or may be at risk of not being in compliance with licensing requirements under the *Child Care and Early Years Act*. Some common health and safety issues that may be eligible for repairs and maintenance include those related to food preparation, washrooms, major systems, play areas or code compliance.

Play-based material and equipment: This funding is intended to help licensed child care providers create enriching environments both indoors and outdoors with open ended materials that promote children's learning and development through exploration, play and inquiry consistent with the views, four foundations and pedagogical approaches of *How Does Learning Happen? Ontario's Pedagogy for the Early Years*.

One Time Funding Allocations: From time to time the Ministry of Education provides funding allocations to support access, and stabilization. These funds will be distributed in an equitable way based on Ministry criteria and system priorities.

FUNDING CONDITIONS:

Repairs and maintenance: Requires completed application. The County approval is based on budgeted allocation.

Play-based material and equipment: Requires completed application. The County approval is based on budgeted allocation.

One Time Funding Allocations: Funding conditions will be determined based on Ministry guidelines.

REPORTING REQUIREMENTS:

Service Provider will maintain financial documentation to support special purpose funding and

provide any additional financial reporting requirements as required by the County

**EarlyON CHILD AND FAMILY CENTRE
SERVICE DESCRIPTION SCHEDULE “G”**

SERVICE PROVIDER: Corporation of the Township of North Huron

SERVICE OBJECTIVES:

EarlyON Child and Family Centres are intended to support all children, parents and caregivers in learning, growing and connecting – together. Child and Family Centres must be designed and delivered to achieve the following key provincial goals and objectives:

- Parents and caregivers have access to high quality services that support them in their role as their children’s first teachers, enhance their well-being, and enrich their knowledge about early learning and development.
- Children have access to play and inquiry-based learning opportunities and experience positive developmental health and well-being.
- Parents and caregivers have opportunities to strengthen their relationships with their children.
- Francophone children and families have access to French language programs and gain enhanced knowledge about language and identity acquisition.
- Indigenous children and families have access to culturally responsive programming.
- Parents and caregivers are provided with timely, relevant and up to date information about community and specialized services.
- Local service providers collaborate and integrate services to meet community needs in an efficient and accessible way.

SERVICE DESCRIPTION:

The following high quality core services must be available at no cost to participants:

1. Engaging parents and caregivers
 - Inviting conversations and information sharing about child development, parenting, nutrition, play and inquiry-based learning and other topics that support their role;
 - Offering responsive pre- and post-natal support programs to enhance parent and caregiver well-being, enrich adult-child interactions and to support them in their roles;
 - Providing targeted outreach opportunities designed for parents and caregivers who could benefit from Child and Family Centre programs and services but are not currently accessing services for a variety of reasons
2. Supporting early learning and development
 - Drop-in programs and other programs and services that build responsive adult-child relationships and encourage children’s exploration, play and inquiry, supported by *How Does Learning Happen? Ontario’s Pedagogy for the Early Years*

3. Making connections for families

- Responding to a parent/caregiver concern about their child's development through conversations and observations which can be supported by validated tools and resources (e.g., developmental surveillance, Nipissing District Developmental Screen)
- Sharing information and facilitating connections with specialized community services, coordinated service planning, public health, education, child care and child welfare, as appropriate.
- Ensuring Child and Family Centre staff have relationships with community partners and an in-depth knowledge of their community resources to allow for simple transitions for families who may benefit from access to specialized or other services
- Providing information about programs and services available for the whole family beyond the early years

The principles of child and family centred, welcoming, high quality, inclusive, integrated and community led should be evident in Child and Family Centre programs and services.

Programs must reflect the view of children, parents, caregivers and educators as competent, capable, curious and rich in potential and experience. Guided by *How Does Learning Happen? Ontario's Pedagogy for the Early Years*, Child and Family Centres are expected to provide an environment that engages parents and caregivers as co-learners and leaders in influencing positive child, family and community outcomes.

SERVICE LOCATION:

The Service Provider will provide EarlyON Child and Family Centre core services in their assigned geographical area.

REQUIREMENTS:

The Service Provider is expected to comply with the following requirements:

- EarlyON staff must be qualified Registered Early Childhood Educators unless an exemption has been approved by the County of Huron;
- EarlyON staff will provide core services ensuring the overarching philosophy of *How Does Learning Happen? Ontario's Pedagogy for the Early Years* is embedded in programming;
- Participation in professional learning opportunities to keep informed of the latest research on adult education, child development, play and inquiry-based pedagogy, and other relevant topics;
- Attendance and participation at monthly EarlyON Child and Family Centre meetings;
- Regular contributions to the broader EarlyON Child and Family Centre system including but not limited to marketing, programming, program development and research and evaluation; and
- The provision of opportunities for community engagement and participation in EarlyON programs and services.

The EarlyON Child and Family Centre must be operated in accordance with the County of Huron's *EarlyON Child and Family Centre Operational Resource Manual*, policies, protocols and guidelines as amended from time to time.

FUNDING APPROACH:

Funding will be based on staff compliment with an additional percentage to cover allowable programming expenses, as defined by the County of Huron. An allocation of 10% will also be provided to fund the administrative costs associated with the delivery of EarlyON Child and Family Centre programs and services.

The approved budget will be negotiated on an annual basis before the start of each calendar year. If the budget is not re-negotiated by that time, payments will continue in accordance with the approved budget for the immediately preceding calendar year until such time as the budget is re-negotiated or the Agreement and Schedule are terminated.

REPORTING REQUIREMENTS:

Service Providers must report service level data to the County of Huron on a monthly basis.

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

BY-LAW NO. 35-2018

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 William Arnold Dawson
for access and monitoring rights to the property located at 39601 Reid Road,
Lot 39, Concession 12, East Wawanosh Ward.

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 an agreement between the Township of North Huron and William Arnold Dawson for access and monitoring rights to the property located at 39601 Reid Road, Lot 39, Concession 12, East Wawanosh Ward;

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, an agreement between the Township of North Huron and William Arnold Dawson for access and monitoring rights to the property located at 39601 Reid Road, Lot 39, Concession 12, East Wawanosh Ward.
2. That a copy of the said Agreement is attached hereto and designated as Schedule ‘A’ to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

ACCESS AND MONITORING AGREEMENT

BETWEEN:

THE TOWNSHIP OF NORTH HURON
(the "Township")

AND:

William Arnold Dawson
(the "Landowner")

REGARDING A LANDFILL SITE LOCATED AT:

39601 Reid Road
Lot 39, Concession 12, East Wawanosh Ward
Township of North Huron, County of Huron
(the "Landfill Site")

AND REGARDING PROPERTIES LOCATED AT:

Concession 13, S Part Lot 39
Township of North Huron, County of Huron
Assessment Roll # 405058001302300
(the "Property")

WHEREAS the Township is responsible for properly maintaining and monitoring the Landfill Site and needs to access the Property for the purpose of groundwater monitoring;

The Township and the Landowner agree as follows:

1. The Landowner will permit the Township and its consultants to access the Property for the purpose of undertaking groundwater investigations and installing and monitoring groundwater wells. The Township and its consultants will consult with the Landowner about the location of the wells and will make all reasonable efforts to avoid any disruption of farming operations.
2. Access and entry onto the Property and the performance of any work by the Township or its consultant will not constitute a trespass on the Property.
3. The Township will be responsible for repairing any physical damage caused to the Property as a result of its groundwater investigations and monitoring activities.
4. The Township will indemnify and save harmless the Landowner from and against any claims made against the Landowner in relation to the groundwater investigations and the monitoring activities.

DATED this 21 day of MARCH, 2018.

THE TOWNSHIP OF NORTH HURON

Per: _____
Reeve, Neil Vincent

Per: _____
Clerk, Richard Al

LANDOWNER

Per: 
William Arnold Dawson

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 36-2018

Being a by-law to establish Remuneration and Expenses of members of Council and to Repeal
By-law 3-2010

WHEREAS the *Municipal Act, 2001*, c.25, as amended, provides under Section 283 that a Municipality may pay any part of the remuneration and expenses of the members of Council and members of any local board of the Municipality and of the officers and employees of the local board;

AND WHEREAS the Council of the Township of North Huron passed By-law 3-2010 outlining the remuneration and expenses for members of Council;

AND WHEREAS the Council of the Township of North Huron deems it expedient to repeal By-law 3-2010 and establish a new schedule outlining remuneration and expenses for members of Council;

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

1. That members of Council shall receive the following honorarium.

Reeve	\$9,980.00
Deputy Reeve	\$7,879.00
Councillors	\$6,828.00

2. That said honorarium shall include 2 regularly scheduled Council Meetings per month.

3. That Council Members shall receive the Meeting Pay based upon the following rates for Special Council Meetings attended by them during the year.

Meetings of two (2) hours or less	\$60.00
Meetings of two (2) hours but less than four (4) hours	\$100.00
Meetings over four (4) hours	\$120.00

4. That Council Members shall receive the Committee Meeting Pay or Board Meeting Pay based upon the following rates for Committee or Board Meetings attended by them during the year.

Meetings of two (2) hours or less	\$60.00
Meetings of two (2) hours but less than four (4) hours	\$100.00
Meetings over four (4) hours	\$120.00

5. That Council Members shall receive a per diem allowance for meetings and conferences/conventions attended which have been authorized by Council which pertain to municipal business based upon the same rates as described in items 3 & 4 above.

6. That when two or more meetings are held on a consecutive basis such as two Committee Meetings in the same evening, the number of hours for these meetings shall be added together to determine the rate of Meeting Pay. When meetings are held where there is a definite break between meetings such as an afternoon meeting and an evening meeting, they shall be considered as two separate meetings and Meeting Pay shall be paid as described in items 3 & 4 above.

7. That Council Members shall receive a meal allowance expense reimbursement at the actual amount supported by the appropriate receipt to a maximum of \$75.00 per day while attending meetings and conferences/conventions pertaining to municipal business. Alcohol and movies are not expensable items and will not be reimbursed at any time.
8. That Council Members shall receive mileage expense reimbursement for use of their personal vehicle at a rate per kilometer established by the Township of North Huron Human Resource Policy, while travelling on municipal business, or the actual return fare if travelling by public conveyance, while on municipal business. Council Members will also be reimbursed for all toll fees and parking fees accompanied by a receipt.
9. That Council Members shall be permitted to attend conference/convention(s) pertaining to municipal business. Expenses related to conference/convention attendance, such as registration, accommodation, parking, meals and mileage shall be paid by the municipality up to a maximum amount of \$2,500.00 per Council Member annually, unused allocations do accumulate for use in subsequent years. Council Members may exceed and/or reallocate expenses between Council Members providing that a request is received and approved by Resolution of Council. Conference/convention(s) are restricted to the Province of Ontario unless approval is granted by Resolution of Council.
10. That Council shall be allocated a shared training fund in the amount of \$2,500 annually for expenses relating to the education and/or training of Council Members. The training fund shall be used for education and/or training(s) which provide benefit to Council as a whole. Use of the Council training fund shall require authorization in the form of a Resolution of Council.
11. That Council Members shall submit a list of meeting dates and times for their remittance requests on a monthly basis and wherein said Councillors are unable to confirm dates and times of meetings attended, no remuneration shall be paid.
12. That By-law 3-2010 is hereby repealed.
13. That this By-law shall come into force and take full effect on its date of final passing.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

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

BY-LAW NO. 37-2018

Being a by-law to amend Schedule 'A' Economic Development Committee Appointments of By-law 103-2017; Being a by-law to appoint members to the Corporation of the Township of North Huron Economic Development Committee.

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

AND WHEREAS the Council of the Corporation of the Township of North Huron, with the passage of By-law 103-2017, appointed members to the Corporation of the Township of North Huron Economic Development Committee;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it necessary to amend By-law 103-2017, amending Schedule ‘A’ Economic Development Committee Appointments;

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

1. That the Township of North Huron Economic Development Committee Appointment By-law No. 103-2017 is hereby amended, amending the attached Schedule ‘A’ to said By-law.
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 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

Schedule “A” to By-law No. 103-2017
as Amended by By-law No. 37-2018

Economic Development Committee Appointments

Councillor Trevor Seip

Councillor Bill Knott

Karen Stewart, Blyth BIA Representative

Glen Manjin, Wingham BIA Representative

Dave Tiffin, Financial Sector Representative, Wingham Ward

Murray Simpson, Construction Sector Representative, Wingham Ward

Grant Sparling, Manufacturing Sector Representative, Blyth Ward

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 38-2018

Being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and the Municipality of Huron East to provide the services of a Fire Chief to the Township of North Huron.

WHEREAS Section 2 (5) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) authorizes a municipality to enter into agreements with other municipalities to provide or receive fire protection services;

AND WHEREAS Section 6 (2) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) authorizes the councils of two or more municipalities to appoint one Fire Chief for two or more fire departments;

AND WHEREAS the Council of the Township of North Huron is desirous of entering into an agreement with the Municipality of Huron East to utilize the services of Huron East's Fire Chief;

AND WHEREAS the Council of the Township of North Huron is desirous of appointing the Fire Chief for the Municipality of Huron East as the Fire Chief for the Township of North Huron, under Section 6 (2) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended);

AND WHEREAS Section 5 (3) of the *Municipal Act*, S.O. 2001, Chapter 25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

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, an Agreement between the Corporation of the Township of North Huron and the Municipality of Huron East to provide the services of a Fire Chief to the Township of North Huron.
2. That a copy of the said Agreement is attached hereto and designated as Schedule 'A' to this By-law.
3. That this by-law shall come into force and take effect on the 1st day of May, 2018.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk



THIS AGREEMENT made this 16th day of April, 2018

BETWEEN:

The Corporation of the Municipality of Huron East
(Hereinafter called “Huron East”)

THE PARTY OF THE FIRST PART

-and-

The Corporation of the Township of North Huron
(Hereinafter called “North Huron”)

THE PARTY OF THE SECOND PART

WHEREAS Subsection 2 (5) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4, as amended (“*FPPA*”), authorizes a municipality to enter into agreements with other municipalities to provide and/or receive fire protection services;

AND WHEREAS Huron East operates fire protection services and manages assets suitable to meet municipal responsibilities required by *FPPA*;

AND WHEREAS North Huron wishes to engage Huron East to provide Fire Chief Services to the operation of North Huron’s fire protection services, and Huron East agrees to do so, on the terms and condition set out in this Agreement.

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, Huron East and North Huron mutually agree as follows:

1. Definitions

In this Agreement:

- a. "Fire Chief" means the Chief of the Fire Department appointed under subsection 6(2) of *FPPA*;
- b. "Fire Department" means the fire department of North Huron with the duties and responsibilities assigned by *FPPA*;
- c. "North Huron CAO" means the Chief Administrative Officer for North Huron; and
- d. "Huron East CAO" means the Chief Administrative Officer for Huron East.

2. **Term of Agreement**

The provision of the Services under this Agreement will commence on May 1, 2018 and will automatically terminate on December 31, 2020 (the "Term"), subject to extension or earlier termination in accordance with this Agreement.

3. **Appointment of Fire Chief**

The North Huron Council will appoint, by way of a by-law, Huron East's Fire Chief to also act as North Huron's Fire Chief for the duration of the Term.

4. **Fire Chief Services**

Subject to the terms and conditions of this Agreement, Huron East will provide to North Huron, Fire Chief Services as set out in Schedule A attached hereto (the "Services") for the duration of the Term.

5. **Fee-for-Service**

In consideration for the Services provided hereunder, North Huron will pay to Huron East the fee-for-service as set out in Schedule B attached hereto (the "Fee-for-Service").

6. **Obligations of North Huron**

North Huron represents and warrants to Huron East that North Huron will be solely responsible for, and will ensure, the following:

- a. Adequate insurance coverage is provided for the fire personnel, equipment, buildings and potential liabilities of North Huron; and
- b. North Huron supports and works cooperatively with the Fire Chief in order to operate the North Huron Fire Department.

7. **Obligations of Huron East**

Huron East represents and warrants to North Huron that Huron East will be responsible for, and will ensure, the following:

- a. Adequate notice is provided to North Huron immediately upon Huron East being aware of changes to the Fire Chief's employment status, and without intending to limit the generality of the foregoing, Huron East shall give notice to North Huron: in the event the Fire Chief's employment is terminated; upon Huron East becoming aware the Fire Chief is leaving the employment of Huron East for any reason (temporary or permanent); or, in the event the Fire Chief dies or becomes unable to work because of disability;
- b. the Fire Chief provides the Services and fulfills the obligations as set out in this Agreement.

8. **Obligations of the Fire Chief**

In addition to the Fire Chief Services as set out in Schedule A attached hereto, the Fire Chief will be responsible for ensuring and recommending to North Huron Council:

- a. Adequate facilities, equipment and personnel are provided for the operation of the North Huron Fire Department, including, but not limited to, a functional staff complement who have the skills, abilities and experiences to, and do, properly

perform the duties and responsibilities of their respective positions. In consultation with North Huron’s CAO, the Fire Chief is responsible and has authority for the hiring, dismissal and discipline of the staff complement, in accordance with North Huron’s Human Resource Policies.

- b. Adequate fire protection service levels are provided for in North Huron; and
- c. Proper management of the North Huron Fire Department in accordance with good management principles (including, but not limited to, provincially—recognized standards, policies and procedures on proper governance for Fire Departments) and legal advice as and when received.

9. **Insurance**

North Huron will pay for and maintain for its own benefit and for Huron East’s benefit, with insurers or through the appropriate governmental department, appropriate insurance concerning the North Huron Fire Department and the Fire Chief Services provided by Huron East hereunder to North Huron, including, but not limited to, liability and property damage insurance. North Huron will provide Huron East with satisfactory confirmation of its compliance with this Section 9 and/or copies of the insurance policies when requested by Huron East. Huron East agrees that anyone claiming by, through, under or on behalf of North Huron will have no claim, right of action or right of subrogation against Huron East based on any loss or liability insurance under the above insurance.

10. **Indemnity**

North Huron willfully indemnify and save Huron East, as well as all of its respective officers, councillors, employees (including, but not limited to, Huron East's Fire Chief), independent contractors and agents (collectively, "Huron East indemnitees" under this Section 10) harmless from and against any and all costs (including, but not limited to, costs resulting from orders, awards, settlements, penalties, fines, damages, expenses, interest, legal fees, disbursements and applicable taxes) incurred by any of the Huron East indemnitees as a result of any claims, actions, causes of action, demands, complaints, applications, investigations or similar proceedings, which result from, or relate to, directly or indirectly:

- a. any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees in respect of the provision or non-provision of the Services, and/or otherwise as a result of this Agreement; and/or
- b. any act, neglect, default, or breach of applicable law, of or by North Huron and/or any of its respective officers, councillors, employees, independent contractors and/or agents.

Notwithstanding the foregoing, it is understood and agreed that North Huron will not indemnify and save harmless the Huron East indemnitees for any such costs that:

- (i) result from the negligence of the Huron East indemnitees;
- (ii) arise from any breach by the Huron East indemnitees of any provision of this Agreement; or

- (iii) that directly result from any act, neglect, default, or breach of applicable law, of or by any of the Huron East indemnitees performed in bad faith.

11. Nature of Relationship

- a. Huron East is not, nor is any person employed or retained by Huron East in the provision of the Services, an employee of North Huron, and no other relationship, including a partnership or a principal and agency relationship, is created by this Agreement. The relationship created by this Agreement is exclusively that of independent contractor.
- b. Huron East will at all times act in its own capacity and right solely as an independent contractor in the provision of the Services under this Agreement and, except as may be expressly provided in this Agreement, Huron East will have full discretion as to the means, method and manner of providing the Services and will not be subject to the control and/or direction of North Huron in doing so.

12. Dispute Resolution

- a. If, during the Term, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Chief, then the parties agree to participate in the following dispute resolution procedure:
 - (i) Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each party's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
 - (ii) If the CAOs fail to resolve the dispute within 15 calendar days following the date of their meeting, then they shall each prepare a written report to their respective Councils. The Council of Huron East and the Council of North Huron each agree to appoint two (2) members to work with two (2) members of the other municipality to resolve the dispute or disagreement.
 - (iii) All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
 - (iv) In the event that the designated Council representatives cannot resolve the dispute within 45 days of the first meeting between the parties, or within such other period of time as the parties may have

agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the *Arbitrations Act* (Ontario), subject to Subsection 12 b. below.

- b. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
- c. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, Huron East will continue to provide the Services under this Agreement while the dispute or disagreement is being resolved in accordance with this Section, unless and until the provision of such Services is terminated or expire in accordance with the Termination provisions of this Agreement.

13. Termination

- a. Huron East's provision of the Services under this Agreement will automatically terminate / expire at the end of the Term, without any further notice or compensation in lieu of notice owed, unless North Huron and Huron East enter into a written agreement, no later than 6 months before the expiry of the current agreement, to extend the provision of the Services beyond the end of the Term that sets out the terms and conditions of such extension.
- b. Huron East's provision of the Services under this Agreement may also be terminated, at any time before the end of the Term, as follows:
 - (i) By either party, without cause, upon giving at least 120 days' written advance notice to the other party of the termination date.
 - (ii) By either party, for cause, without any obligation to provide any advance notice or compensation in lieu of notice to the other party. For greater certainty and without intending to limit the generality of the foregoing, a party will have cause to terminate Huron East's provision of the Services under this Agreement if it is determined, by that party acting reasonably, that continued provision of the Services is not in the best interests of that party and/or is likely to risk exposing that party to liability and/or that a fundamental breach of the Agreement has been committed by the other party, including, but not limited to, any breach by North Huron of its obligations under Section 6 of this Agreement.
 - (iii) By Huron East if it is unable to provide the Services under this Agreement, including, but not limited to, in the event of the death, disability or termination of employment of Huron East's Fire Chief, without any obligation to provide any advance notice or compensation in lieu of notice to North Huron.

- (iv) By mutual agreement of both parties.

The parties agree that these Termination provisions are fair and reasonable, and are in full satisfaction of any and all entitlements (statutory, contractual, common law and/or otherwise) resulting from the termination of the Services under this Agreement. The parties further agree that, if a party terminates Huron East's provision of the Services under this Agreement in accordance with these Termination provisions, the other party will have no action, cause of action, claim or demand against the terminating party or any other person or organization as a consequence of such termination and, in particular, the terminating party will not be liable to the other party and/or any of its officers, councillors, employees, independent contractors or agents for damages on account of the termination of the provision of the Services under this Agreement.

14. General

a. **Choice of Law**

The provisions of this Agreement shall be construed and interpreted in accordance with the laws of the province of Ontario and the laws of Canada applicable therein.

b. **Interpretation**

This Agreement has been submitted to the scrutiny of all parties to this Agreement and shall be given as fair and reasonable interpretation as possible without consideration or weight being given to the Agreement having been drafted by any party to this Agreement or its counsel.

c. **Sections and Headings**

The division of this Agreement into Articles and Sections and the insertion of headings are for the convenience of reference only and will not affect the construction or interpretation of this Agreement. The terms "this Agreement", "hereof", "hereunder" or similar expressions refer to this Agreement and not to any particular Section or other portion hereof and include any agreement or instrument supplemental or ancillary hereto. Unless something in the subject matter or context is inconsistent therewith, references herein to Sections and Schedules are to Sections and Schedules of this Agreement.

d. **Benefit of Agreement**

This Agreement shall ensure to the benefit of and be binding upon the successors and assigns of North Huron and Huron East, respectively.

e. **Entire Agreement**

This Agreement constitutes the entire agreement between the parties with respect to the subject matter of this Agreement in respect of the period commencing May 1, 2018, and cancels and supersedes any prior understandings and agreements between the parties hereto with respect to such subject matter. There are no representations, warranties, conditions, undertakings or collateral agreements, express, implied or statutory, between the parties about such subject matter other than as expressly set forth in this Agreement.

f. **Amendment**

No amendment to this Agreement will be valid or binding, unless it is set forth in writing and duly executed by both parties. Similarly, no waiver of any breach of any provision in this Agreement will be effective or binding, unless it is made in writing and duly signed by the party purporting to give the same and, unless provided in the written waiver, will be limited to the specific breach waived.

g. **Severability**

In the event that any provision of this Agreement is determined by any court of competent jurisdiction to be invalid or unenforceable in whole or in part for any reason whatsoever, such invalidity or unenforceability shall attach only to such provision or part of such provision and the remaining part of such provision and all other provisions of this Agreement shall continue in full force and effect.

h. **Applicable By-laws**

Each of the parties hereby acknowledges and agrees that they will pass all necessary by-laws to give full force and effect to this Agreement.

i. **Independent Legal Advice**

Each of the parties hereby acknowledges that it has had an adequate opportunity to obtain independent legal advice prior to execution of this Agreement and has either obtained such advice or freely chosen not to do so, and that each of the parties executes this Agreement voluntarily and with full knowledge and understanding of the contents of this Agreement.

j. **Counterparts**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts shall be accepted in original, electronic, or facsimile form, and the parties to this Agreement adopt any signatures received by receiving facsimile or electronic form as original signatures of the parties.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

Neil Vincent, Reeve

Richard AI, Clerk

We have authority to bind the Corporation.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Bernie MacLellan, Mayor

Brad Knight, CAO/Clerk-Administrator

We have authority to bind the Corporation.

SCHEDULE A
"SERVICES"

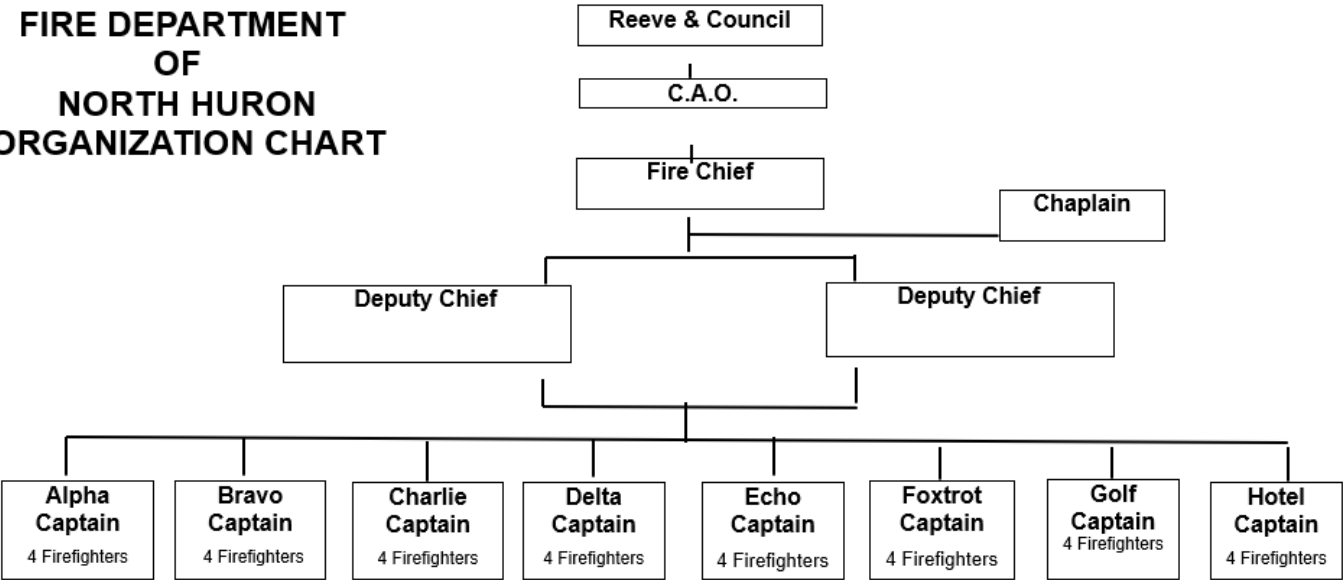
1. Services

Huron East will provide the following administrative and supervisory services (which, for greater certainty, will be provided by Huron East's Fire Chief):

- a. Exercising the powers and duties imposed on the Fire Chief by *FPPA* and other regulations;
- b. Ensuring enforcement of the Ontario Fire Code through necessary inspections and overseeing the issuing of required notices and orders;
- c. Interpreting and ensuring application and enforcement of appropriate and applicable legislation, codes and bylaws;
- d. Reviewing building plans to ensure they meet all fire regulations when requested by North Huron Chief Building Official or designate;
- e. Managing the functions of the North Huron Fire Department and staff on behalf of North Huron, including, but not limited to, fire suppression, fire prevention, fire safety education, communication, recruitment, training of persons involved in the provision of fire protection services, rescue and emergency services, and the delivery of all those services;
- f. Providing leadership and direction to the overall operation of the North Huron Fire Department through fire department staff;
- g. Overseeing purchasing, maintenance and budgeting of the North Huron Fire Department, including approval of all expenditures;
- h. Representing the North Huron Fire Department when communicating information to the media;
- i. Administering a training program to meet Provincial Standards and documentation;
- j. Promoting and facilitating Fire Officer development;
- k. Promoting and facilitating a fire prevention and public education program (with respect to fire safety and certain components of fire prevention);
- l. Establishing Standard Operating Guidelines ("SOGS") as required;
- m. Creating a Monthly Activity report to the Council of North Huron;
- n. Submitting reports and maintaining files on all incidents to required authority, including, but not limited to the, Office of the Fire Marshal;

- o. Establishing duties and responsibilities for North Huron Fire Department personnel;
 - p. Overseeing the Fire specific Health and Safety program for North Huron;
 - q. Overseeing the maintenance, repair and replacement of the equipment and assets of the North Huron Fire Department;
 - r. Designating responsibilities and duties specific to the Emergency Control Group that represents North Huron in emergency planning;
 - s. Overseeing administrative services in respect to the North Huron Fire Department, including, but not limited to, payroll, reporting, etc.;
 - t. Administering fire service contracts and mutual aid contracts;
 - u. Attending incidents where there is a death or serious injury, fires of a suspicious nature, an explosion, large loss, the cause of the fire has not been determined, laws and/or codes have been violated and as required or requested;
 - v. In conjunction with the Deputy Chief(s), or designate(s), overseeing investigations of major fires, assisting other agencies involved, and ensuring preparation of all documentation and correspondence relating to investigation; and
 - w. Such other services as amended and mutually agreed upon from time to time by the parties.
2. Reporting Structure. in respect of the provision of Services, it is understood and agreed that:
- a. Huron East's Fire Chief will respond to, and communicate with, the North Huron CAO as required. However, primary reporting and supervision of Huron East's Fire Chief remains with the Huron East CAO and will follow existing Huron East Human Resources policies.
 - b. North Huron Fire Department personnel will continue to be employees of North Huron and will continue to follow Human Resource policies as set forth by North Huron. Notwithstanding the foregoing, North Huron Fire Department personnel will follow SOGs as prescribed by the Huron East Fire Chief and will receive direction from the Huron East Fire Chief.
 - c. The organizational structure of the North Huron Fire Department is as follows with Huron East's Fire Chief as Fire Chief of North Huron:

FIRE DEPARTMENT OF NORTH HURON ORGANIZATION CHART



- d. The Fire Chief will be an employee of Huron East. Huron East will designate 50% of the working time of the Fire Chief to providing administration, oversight, and services to North Huron.
- e. North Huron employs a Deputy Chief-Administration and a Deputy Chief-Operations. The Deputy Chief-Administration position provides administrative support to the Fire Chief and assists in the planning, co-ordination, operation and efficiency of the North Huron fire stations. North Huron commits to providing administrative services in respect of the North Huron Fire Department.

SCHEDULE B
“Fee-for-Service”

1. **General Principle** – The general agreement in principle between North Huron and Huron East is that North Huron will compensate Huron East 50% of the costs incurred by Huron East to properly provide the Services under this Agreement. The principle will be of guidance in interpreting the payment of the fees contemplated below based on an annual budget for an Office of the Fire Chief to include but not limited to the following expense categories.
 - i) Fire Chief salary and benefits
 - ii) Fire Chief’s Office – training, seminars/conference¹
 - iii) Fire Chief’s Office – telecommunication expense
 - iv) Fire Chief’s Office – office and equipment supplies
 - v) Fire Chief’s Office – uniform expenses
 - vi) Fire Chief’s Office – office and meeting expenses
- ¹ includes mileage and expenses to attend meetings/seminars
2. Mileage and travel expenses that are incurred for travel to and from Huron East to North Huron specifically on behalf of North Huron will be reimbursed by North Huron as part of the quarterly billing by Huron East.
3. The Huron East Fire Chief shall annually prepare a budget of the expenses of the Office of the Fire Chief and shall provide the same for review by the Council of the Municipality of North Huron. The said budget of the Office of the Fire Chief shall require the approval of the Municipality of Huron East.
4. In recognition that this Agreement is being entered into subsequent to the 2018 annual budget approvals by Huron East and North Huron, it is understood and agreed by the Parties hereto that the 50% annual payroll share to North Huron for 2018 shall not exceed \$46,000 with final invoicing to be based on actual costs and pro-rated based on the number of months that the Agreement is in effect for 2018.

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

BY-LAW NO. 39-2018

Being a by-law to appoint a Fire Chief for the Township of North Huron.

WHEREAS the Council of the Township of North Huron has enacted a by-law to establish the Fire Department of North Huron (FDNH);

AND WHEREAS pursuant to Section 6 (1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997 c. 4, as amended, the council of a municipality that has established a fire department, shall appoint a Fire Chief for the fire department;

AND WHEREAS pursuant to the provisions of By-law No. 38-2018, the Township of North Huron has entered into an agreement with the Municipality of Huron East to receive the services of the Huron East Fire Chief;

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

1. That Marty Bedard is hereby appointed as Fire Chief for the Fire Department of North Huron (FDNH) with all powers and duties as set out in all applicable Provincial Acts and all other powers and duties as assigned by the Township, subject to the terms and conditions as outlined in an agreement authorized by By-law No. 38-2018 between the Township of North Huron and the Municipality of Huron East.
2. That By-law No. 25-2017 be rescinded as of the date of the passage of this by-law.
3. That this By-law shall come into force and take effect on the 1st day of May, 2018.
4. That this By-law shall remain in force and effect only so long as the agreement between the Township of North Huron and the Municipality of Huron East authorized by By-law No. 38-2018 remains in force and effect.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND FINALLY PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Reeve Neil G. Vincent

Clerk Richard Al

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

BY-LAW NO. 40-2018

Being a by-law to appoint a Fire Prevention Officer and Provincial Offences Officers
for the Township of North Huron.

WHEREAS Section 2 (2) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997, (as amended) requires municipalities establish programs in the municipality which must include public education with respect to fire safety and certain components of fire prevention;

AND WHEREAS pursuant Section 7.1 (1) (c) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) a council of a municipality may pass by-laws regulating fire prevention;

AND WHEREAS pursuant to Section 7.1 (4) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) municipalities may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with this section are being complied with;

AND WHEREAS the Council of the Township of North Huron deems it desirable to recognize the Deputy Fire Chiefs and Fire Prevention Officer as Provincial Offences Officers under the Provincial Offences Act.

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

1. That Michael Roess is hereby appointed as a Fire Prevention Officer for the purposes of the Fire Prevention and Protection Act, and regulations thereunder, and fire related municipal by-laws.
2. That the following persons be and they are hereby appointed pursuant to the provisions of the Provincial Offences Act as Provincial Offences Officers under the respective classes so designated by the Ministry of the Attorney General and as Peace Officers under the respective classes so designated by the Solicitor General and Minister of Correctional Services for the purposes of enforcing the Fire Code, fire related municipal by-laws and the issuance of tickets thereunder:

Chad Kregar, Deputy Fire Chief
Matt Townsend, Deputy Fire Chief
Michael Roess, Fire Prevention Officer

3. That By-law No. 74-2014 be rescinded as of the date of the passage of 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 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 41-2018

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 the Municipality of Huron East to provide the services of a Fire Prevention Officer to the Municipality of Huron East.

WHEREAS Section 2 (5) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) authorizes a municipality to enter into agreements with other municipalities to provide or receive fire protection services;

AND WHEREAS Section 2 (2) of the *Fire Protection and Prevention Act*, Chapter 4, S.O. 1997 (as amended) requires municipalities to establish programs in the municipality which must include public education with respect to fire safety and certain components of fire prevention;

AND WHEREAS the Council of the Township of North Huron has passed a by-law, appointing a Fire Prevention Officer for the Township of North Huron;

AND WHEREAS the Municipality of Huron East has requested to enter into an agreement with the Township of North Huron for the provision of the services of a Fire Prevention Officer under the direction of the Huron East Fire Chief;

AND WHEREAS Section 5 (3) of the Municipal Act, S.O. 2001, Chapter 25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

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, an Agreement between the Township of North Huron and the Municipality of Huron East to provide the services of a Fire Prevention Officer to the Municipality of Huron East.
2. That a copy of the said Agreement is attached hereto and designated as Schedule 'A' to this By-law.
3. That this by-law shall come into force and take effect on the 1st day of May, 2018.

READ A FIRST AND SECOND TIME THIS 16TH DAY OF APRIL, 2018.

READ A THIRD TIME AND PASSED THIS 16TH DAY OF APRIL, 2018.

CORPORATE SEAL

Neil G. Vincent, Reeve

Richard Al, Clerk



THIS AGREEMENT made this 16th day of April, 2018

BETWEEN:

The Corporation of the Municipality of Huron East
(Hereinafter called “Huron East”)

THE PARTY OF THE FIRST PART

-and-

The Corporation of the Township of North Huron
(Hereinafter called “North Huron”)

THE PARTY OF THE SECOND PART

WHEREAS Section 2 (5) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4, as amended (“FPPA”), authorizes a municipality to enter into agreements with other municipalities to provide and/or receive fire prevention services;

AND WHEREAS Huron East and North Huron have entered into an Agreement whereby Huron East has agreed to provide Fire Chief Services to North Huron;

AND WHEREAS under Section 7.1 (4) of the *Fire Protection and Prevention Act*, 1997, S.O. 1997, Chapter 4 as amended (“FPPA”), North Huron has appointed a Fire Prevention Officer to provide public education and fire prevention services

AND WHEREAS Huron East wishes to engage North Huron to provide the services of the Fire Prevention Officer to Huron East and both municipalities are desirous to enter into an Agreement under the provisions of Section 2(4) of the *Fire Protection and Prevention Act*, 1990, S.O. 1997, Chapter 4;

NOW THEREFORE, in consideration of the mutual covenants, conditions, considerations and payments herein contained, Huron East and North Huron mutually agree as follows:

1. Definitions

In this Agreement:

- a. "FPO" means the Fire Prevention Officer appointed under subsection 2(2) of the *FPPA*;
- b. "North Huron CAO" means the Chief Administrative Officer for North Huron; and

c. "Huron East CAO" means the Chief Administrative Officer for Huron East.

2. **Term of Agreement**

The provision of the Services under this Agreement will commence on May 1st, 2018 and will automatically terminate on December 31, 2020 (the "Term"), subject to extension or earlier termination in accordance with this Agreement.

3. **Appointment of Fire Prevention Officer**

The Huron East Council will appoint, by way of a by-law, North Huron's Fire Prevention Officer to also act as Huron East's Fire Prevention Officer for the duration of the Term.

4. **Fire Prevention Officer Services**

Subject to the terms and conditions of this Agreement, North Huron will provide to Huron East, Fire Prevention Officer Services as set out in Schedule A attached hereto (the "Services") for the duration of the Term.

5. **Fee-for-Service**

In consideration for the Services provided hereunder, Huron East will pay to North Huron the fee-for-service as set out in Schedule B attached hereto (the "Fee-for-Service").

6. **Obligations of Huron East**

Huron East represents and warrants to North Huron that Huron East will be solely responsible for, and will ensure, the following:

- a. Adequate insurance coverage is provided for the fire personnel, equipment, buildings and potential liabilities of Huron East; and
- b. Huron East supports and works cooperatively with the Fire Prevention Officer in order to provide fire inspection services and education within Huron East, such services to be under the direction of the Huron East Fire Chief

7. **Obligations of North Huron**

North Huron represents and warrants to Huron East that North Huron will be responsible for, and will ensure, the following:

- a. Adequate notice is provided to Huron East immediately upon North Huron being aware of changes to the Fire Prevention Officer's employment status, and without intending to limit the generality of the foregoing, North Huron shall give notice to Huron East: in the event the Fire Prevention Officer's employment is terminated; upon North Huron becoming aware the Fire Prevention Officer is leaving the employment of North Huron for any reason (temporary or permanent); or, in the event the Fire Prevention Officer dies or becomes unable to work because of disability;
- b. The Fire Prevention Officer provides the Services and fulfills the obligations as set out in this Agreement.

8. **Insurance**

Huron East will pay for and maintain for its own benefit and for North Huron's benefit, with insurers or through the appropriate governmental department, appropriate insurance concerning the Huron East Fire Department and the Fire Prevention Officer

Services provided by North Huron hereunder to Huron East, including, but not limited to, liability and property damage insurance. Huron East will provide North Huron with satisfactory confirmation of its compliance with this Section 8 and/or copies of the insurance policies when requested by North Huron. North Huron agrees that anyone claiming by, through, under or on behalf of Huron East will have no claim, right of action or right of subrogation against North Huron based on any loss or liability insurance under the above insurance.

9. Indemnity

Huron East willfully indemnify and save North Huron, as well as all of its respective officers, councillors, employees (including, but not limited to, North Huron's Fire Prevention Officer), independent contractors and agents (collectively, "North Huron indemnitees" under this Section 9) harmless from and against any and all costs (including, but not limited to, costs resulting from orders, awards, settlements, penalties, fines, damages, expenses, interest, legal fees, disbursements and applicable taxes) incurred by any of the North Huron indemnitees as a result of any claims, actions, causes of action, demands, complaints, applications, investigations or similar proceedings, which result from, or relate to, directly or indirectly:

- a. any act, neglect, default, or breach of applicable law, of or by any of the North Huron indemnitees in respect of the provision or non-provision of the Services, and/or otherwise as a result of this Agreement; and/or
- b. any act, neglect, default, or breach of applicable law, of or by Huron East and/or any of its respective officers, councillors, employees, independent contractors and/or agents.

Notwithstanding the foregoing, it is understood and agreed that Huron East will not indemnify and save harmless the North Huron indemnitees for any such costs that:

- (i) result from the negligence of the North Huron indemnities;
- (ii) arise from any breach by the North Huron indemnities of any provision of this Agreement; or
- (iii) that directly result from any act, neglect, default, or breach of applicable law, of or by any of the North Huron indemnitees performed in bad faith.

10. Nature of Relationship

- a. North Huron is not, nor is any person employed or retained by North Huron in the provision of the Services, an employee of Huron East, and no other relationship, including a partnership or a principal and agency relationship, is created by this Agreement. The relationship created by this Agreement is exclusively that of independent contractor.
- b. North Huron will at all times act in its own capacity and right solely as an independent contractor in the provision of the Services under this Agreement and, except as may be expressly provided in this Agreement, North Huron will have full discretion as to the means, method and manner of providing the

Services and will not be subject to the control and/or direction of Huron East in doing so.

11. Dispute Resolution

- a. If, during the Term, a dispute or disagreement arises between the parties that cannot be resolved by the Fire Prevention Officer, then the parties agree to participate in the following dispute resolution procedure:
 - (i) Upon the written request by either party to the other party, the nature of the dispute or disagreement shall be brought to the attention of each party's Chief Administrative Officer (the "CAO"). The CAOs will meet with a view to amicably resolve any dispute or disagreement with respect to any matter in this Agreement, the interpretation thereof, or the performance by the parties.
 - (ii) If the CAOs fail to resolve the dispute within 15 calendar days following the date of their meeting, then they shall each prepare a written report to their respective Councils. The Council of Huron East and the Council of North Huron each agree to appoint two (2) members to work with two (2) members of the other municipality to resolve the dispute or disagreement.
 - (iii) All reasonable requests for information regarding the dispute or disagreement made by one participant of this dispute resolution process to that participant's counterpart in the process, except for any confidential information or information that has no relevance to the dispute or disagreement in question, shall be honoured in order that each of the parties may be fully advised of the other's position.
 - (iv) In the event that the designated Council representatives cannot resolve the dispute within 45 days of the first meeting between the parties, or within such other period of time as the parties may have agreed, either party may, with written notice to the other party, submit the dispute or disagreement to arbitration in accordance with the provisions of the *Arbitrations Act* (Ontario), subject to Subsection 12 b. below.
- b. The party wishing to commence arbitration shall give the other party a written notice describing the dispute or disagreement to be arbitrated. Any arbitration will be carried out by a single arbitrator, who has been chosen jointly by both parties. The costs and expenses of arbitration will be allocated by the arbitrator between the parties, as the arbitrator determines in accordance with applicable law.
- c. Except where clearly prevented by a dispute or disagreement that arises under this Agreement, North Huron will continue to provide the Services under this Agreement while the dispute or disagreement is being resolved in accordance with this Section, unless and until the provision of such Services is terminated or expire in accordance with the Termination provisions of this Agreement.

12. **Termination**

- a. North Huron's provision of the Services under this Agreement will automatically terminate / expire at the end of the Term, without any further notice or compensation in lieu of notice owed, unless Huron East and North Huron enter into a written Agreement, no later than 6 months before the expiry of the current Agreement, to extend the provision of the Services beyond the end of the Term that sets out the terms and conditions of such extension.
- b. North Huron's provision of the Services under this Agreement may also be terminated, at any time before the end of the Term, as follows:
 - (i) By either party, without cause, upon giving at least 120 days' written advance notice to the other party of the termination date.
 - (ii) By either party, for cause, without any obligation to provide any advance notice or compensation in lieu of notice to the other party. For greater certainty and without intending to limit the generality of the foregoing, a party will have cause to terminate North Huron's provision of the Services under this Agreement if it is determined, by that party acting reasonably, that continued provision of the Services is not in the best interests of that party and/or is likely to risk exposing that party to liability and/or that a fundamental breach of the Agreement has been committed by the other party, including, but not limited to, any breach by Huron East of its obligations under Section 6 of this Agreement.
 - (iii) By North Huron if it is unable to provide the Services under this Agreement, including, but not limited to, in the event of the death, disability or termination of employment of North Huron's Fire Prevention Officer, without any obligation to provide any advance notice or compensation in lieu of notice to Huron East.
 - (iv) By mutual Agreement of both parties.

The parties agree that these Termination provisions are fair and reasonable, and are in full satisfaction of any and all entitlements (statutory, contractual, common law and/or otherwise) resulting from the termination of the Services under this Agreement. The parties further agree that, if a party terminates North Huron's provision of the Services under this Agreement in accordance with these Termination provisions, the other party will have no action, cause of action, claim or demand against the terminating party or any other person or organization as a consequence of such termination and, in particular, the terminating party will not be liable to the other party and/or any of its officers, councillors, employees, independent contractors or agents for damages on account of the termination of the provision of the Services under this Agreement.

13. **General**

a. **Choice of Law**

The provisions of this Agreement shall be construed and interpreted in

accordance with the laws of the province of Ontario and the laws of Canada applicable therein.

b. **Interpretation**

This Agreement has been submitted to the scrutiny of all parties to this Agreement and shall be given as fair and reasonable interpretation as possible without consideration or weight being given to the Agreement having been drafted by any party to this Agreement or its counsel.

c. **Sections and Headings**

The division of this Agreement into Articles and Sections and the insertion of headings are for the convenience of reference only and will not affect the construction or interpretation of this Agreement. The terms "this Agreement", "hereof", "hereunder" or similar expressions refer to this Agreement and not to any particular Section or other portion hereof and include any Agreement or instrument supplemental or ancillary hereto. Unless something in the subject matter or context is inconsistent therewith, references herein to Sections and Schedules are to Sections and Schedules of this Agreement.

d. **Benefit of Agreement**

This Agreement shall ensure to the benefit of and be binding upon the successors and assigns of Huron East and North Huron, respectively.

e. **Entire Agreement**

This Agreement constitutes the entire Agreement between the parties with respect to the subject matter of this Agreement in respect of the period commencing May 1st, 2018, and cancels and supersedes any prior understandings and Agreements between the parties hereto with respect to such subject matter. There are no representations, warranties, conditions, undertakings or collateral Agreements, express, implied or statutory, between the parties about such subject matter other than as expressly set forth in this Agreement.

f. **Amendment**

No amendment to this Agreement will be valid or binding, unless it is set forth in writing and duly executed by both parties. Similarly, no waiver of any breach of any provision in this Agreement will be effective or binding, unless it is made in writing and duly signed by the party purporting to give the same and, unless provided in the written waiver, will be limited to the specific breach waived.

g. **Severability**

In the event that any provision of this Agreement is determined by any court of competent jurisdiction to be invalid or unenforceable in whole or in part for any reason whatsoever, such invalidity or unenforceability shall attach only to such provision or part of such provision and the remaining part of such provision and all other provisions of this Agreement shall continue in full force and effect.

h. **Applicable By-laws**

Each of the parties hereby acknowledges and agrees that they will pass all necessary by-laws to give full force and effect to this Agreement.

i. **Independent Legal Advice**

Each of the parties hereby acknowledges that it has had an adequate opportunity to obtain independent legal advice prior to execution of this Agreement and has either obtained such advice or freely chosen not to do so, and that each of the parties executes this Agreement voluntarily and with full knowledge and understanding of the contents of this Agreement.

j. **Counterparts**

This Agreement may be executed in counterparts, each of which shall be deemed to be an original and all of which taken together shall be deemed to constitute one and the same instrument. Counterparts shall be accepted in original, electronic, or facsimile form, and the parties to this Agreement adopt any signatures received by receiving facsimile or electronic form as original signatures of the parties.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and seals as of the day and year first above written.

THE CORPORATION OF THE MUNICIPALITY OF HURON EAST

Bernie MacLellan, Mayor

Brad Knight, CAO/Clerk-Administrator

We have authority to bind the Corporation.

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

Neil Vincent, Reeve

Richard Al, Clerk

We have authority to bind the Corporation.

SCHEDULE A
"SERVICES"

1. Services

North Huron will provide the following Fire Prevention Officer services to Huron East and shall be under the direction and supervision of the Huron East Fire Chief:

- a. Ensure compliance with the fire prevention and enforcement provisions of the FPPA and all other codes and standards;
- b. Act as an Assistant to the Fire Marshal in enforcing the provisions of the FPPA;
- c. Provide public education on fire safety, including giving talks, demonstrations and presentations before community groups, schools and other organizations and institutions;
- d. Complete inspections and fire safety surveys in all classes of buildings, properties and occupancies as required or on a complaint basis;
- e. Examining fire scenes in order to investigate the cause, as required;
- f. Liaise with Huron East personnel regarding the issuance of building permits;
- g. Conform to the rules, regulations and standing orders of the Huron East fire department;
- h. Record and report the findings of all fire inspections and issue orders to improve fire safety;
- i. Serve as liaison with architects, consulting engineers, contractors and owners to ensure fire safety requirements are met;
- j. Attend officers' meetings, council meetings, and other meetings as directed to facilitate the smooth operation of the Huron East department;
- k. Assist with the Huron East's Health & Safety Policy, as needed.

SCHEDULE B
"Fee-for-Service"

1. **General Principle** – The general Agreement in principle between Huron East and North Huron is that Huron East will compensate North Huron to a maximum of \$11,000 annually for payroll costs in exchange for the provision of Fire Prevention Officer services from North Huron equivalent to a service level of one 8-hour day per week.

In addition to payroll costs, Huron East agrees to share equally administration expenses including but not limited to:

- i) Fire Prevention Officer – training, seminars/conferences¹
- ii) Fire Prevention Officer – telecommunication expense
- iii) Fire Prevention Officer – office and equipment supplies
- iv) Fire Prevention Officer – uniform expenses
- v) Fire Prevention Officer – office and meeting expenses

¹ includes mileage and expenses to attend meetings/seminars

2. Mileage and travel expenses that are incurred for travel within Huron East specifically on behalf of Huron East will be reimbursed by as part of the quarterly billing by North Huron.
3. The annual budget shall be prepared by North Huron for the services of Fire Prevention Officer and shall provide the same for review by the Council of the Municipality of Huron East. It is generally understood and agreed by the Parties to this Agreement that the base payroll costs will increase annually in accordance with North Huron payroll policies with respect to annual wage increases.
4. In recognition that this Agreement is being entered into subsequent to the 2018 budget approvals by Huron East and North Huron, it is understood and agreed by the Parties hereto that the maximum annual payroll costs for 2018 shall not exceed \$11,000 with final invoicing to be pro-rated based on actual costs and the number of months that the Agreement is in effect for 2018.

THE TOWNSHIP OF NORTH HURON

BY-LAW NO. 42-2018

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 April 16, 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 16th day of April, 2018.

READ A THIRD TIME AND FINALLY PASSED this 16th day of April, 2018.

Neil Vincent, Reeve

SEAL

Richard Al, Clerk