

REVISED AGENDA  
FOR THE TOWNSHIP OF NORTH HURON COUNCIL MEETING



Date: Monday, July 9, 2018  
Time: 7:00 p.m.  
Location: HELD IN THE TOWNSHIP COUNCIL CHAMBERS

	Pages
<b>1. CALL TO ORDER</b>	
1.1 Resignation of Clerk / Manager of IT, Richard Al <i>THAT the Council of the Township of North Huron hereby accept with regret, the resignation of Richard Al, Clerk / Manager of IT, effective July 20, 2018.</i>	
<b>2. CONFIRMATION OF THE AGENDA</b> <i>THAT the Council of the Township of North Huron; accept the Agenda for the July 9, 2018 Council Meeting; as amended to include Item 4.3.3 Letter from Andy McBride re Howson Dam and a supporting document under Item 6.1.1.</i>	
<b>3. DISCLOSURE OF PECUNIARY INTEREST</b>	
<b>4. CONSENT AGENDA</b> <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 June 18, 2018	9
4.1.2 Minutes of the North Huron Police Services Board Meeting held May 15, 2018	20
4.1.3 Minutes of the Council of the County of Huron Seventh Session held June 6, 2018	26
4.1.4 Report of the Blyth BIA Board Meeting held June 6, 2018	31
4.1.5 Minutes of the Wingham BIA Board Meeting held June 28, 2018	33
4.2 Reports	
4.2.1 Bills and Accounts	36
4.2.2 Recreation Department Report 07-09-18 (Department Update)	51
4.2.3 Fire Department Report 07-09-18 (Update on New Fire Regulations)	53

4.3	Correspondence	55
4.3.1	Central Huron response regarding Blyth Tim Horton's raised curb	56
4.3.2	Municipality of South Huron letter to Chris Froggatt, Transition Chair to Premier Designate	57
4.3.3	<i>Letter from Andy McBride re Howson Dam.</i>	58
5.	<b>PUBLIC MEETINGS/HEARINGS AND DELEGATIONS</b>	
6.	<b>REPORTS</b>	
6.1	Clerks Department	
6.1.1	Consent Application Report File # C38-18 and C39-18	59
	<p>Owner/Applicant: Schilder Organics Ltd.  Applicant: Scott Patterson c/o Labreche Patterson &amp; Associates Inc.  Property Description: Part Lot 40 and Part Lot 41, Concession 8, East Wawanosh, Township of North Huron (39705 Belgrave Road and 39791 Belgrave Road)</p> <p><i>THAT the Council of the Township of hereby recommends approval of the Consent Application File #C38-18, Owner: Schilder Organics Ltd.; Applicant: Scott Patterson c/o Labreche Patterson &amp; Associates Inc.; Property Description: Part Lot 40 and Part Lot 41, Concession 8, East Wawanosh, Township of North Huron (39705 Belgrave Road) with the following conditions:</i></p> <p><i>X All municipal requirements be met to the satisfaction of the Township including servicing connections if required, property maintenance, compliance with zoning by-law provisions for structures, and any related requirements, financial or otherwise.</i></p> <p><i>X Section 65 of the Drainage Act to be addressed to the satisfaction of the Township.</i></p> <p><b>Survey</b></p> <p><i>X Provide to the satisfaction of the County and the Township:</i></p> <ol style="list-style-type: none"> <li><i>1. a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and</i></li> <li><i>2. b) a reference plan based on the approved survey</i></li> </ol> <p><b>Merging</b></p> <p><i>X The severed land for Consent C38-18 merge on title with the abutting severed land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended, and further that the east retained lands for Consent C38-18 merge on title with the abutting retained land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.</i></p> <p><i>X A firm undertaking be provided to the satisfaction of the County from the solicitor acting for the parties indicating that:</i></p> <ol style="list-style-type: none"> <li><i>1. the severed land for C38-18 and the abutting severed property to the east for Consent C39-18 will be consolidated into one P.I.N. under the Land Titles system; and</i></li> <li><i>2. the east retained land for Consent C38-18 and retained land for Consent C39-18 will be consolidated into one P.I.N. under</i></li> </ol>	

*the Land Titles system; or*

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

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

*THAT the Council of the Township of hereby recommends approval of the Consent Application File #C39-18, Owner: Schilder Organics Ltd.; Applicant: Scott Patterson c/o Labreche Patterson & Associates Inc.; Property Description: Part Lot 41, Concession 8, East Wawanosh, Township of North Huron (39791 Belgrave Road) with the following conditions:*

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

*X Section 65 of the Drainage Act to be addressed to the satisfaction of the Township.*

#### ***Survey***

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

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

#### ***Merging***

*X The severed land for Consent C38-18 merge on title with the abutting severed land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended, and further that the east retained lands for Consent C38-18 merge on title with the abutting retained land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.*

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

1. *the severed land for C38-18 and the abutting severed property to the east for Consent C39-18 will be consolidated into one P.I.N. under the Land Titles system; and*
2. *the east retained land for Consent C38-18 and retained land for Consent C39-18 will be consolidated into one P.I.N. under the Land Titles system; or*
3. *where consolidation is not possible as the parcels to be merged are registered in two different systems (e.g. the Registry or Land Titles system), a notice will be registered in both systems indicating that the parcels have merged with one another and are considered to be one parcel with respect to Section 50 (3) or (5) of the Planning Act, R.S.O. 1990, C P.13 as amended.*

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

6.2	Finance Department	
6.2.1	Insurance RFP 01-2018	75
	<p><i>THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance in regard to the Insurance RRP # 01-2018 for the Township of North Huron;</i></p> <p><i>AND FURTHER THAT, the Council accepts the proposal from AON Reed Stenhouse Inc. to provide a General Insurance and Risk Management Program for the Corporation of the Township of North Huron for the term of January 1, 2019 to January 1, 2020 in the amount of \$118,878.00 plus taxes;</i></p> <p><i>AND FURTHER THAT the Cyber/Breach Response option be accepted and added to the Township insurance coverage.</i></p>	
6.3	Recreation and Facilities Department	
6.4	Public Works / Utilities Department	
6.4.1	Screeener Procurement 2018-28	78
	<p><i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9<sup>th</sup>, 2018 regarding the procurement of one (1) topsoil screener for information;</i></p> <p><i>AND FURTHER that Council authorizes the purchase of one (1) CMP Multi-Purpose Screeener, in the amount of \$6,499.<sup>00</sup> plus applicable taxes from CM Precision Machining and Welding.</i></p>	
6.4.2	Development Standard Relief Request	80
	<p><i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9<sup>th</sup>, 2018 regarding a request for relief from portions of the North Huron Development Standards as submitted by GJAJ Holdings Limited for information;</i></p> <p><i>AND FURTHER that the staff recommendations identified in this report be adopted.</i></p>	
6.4.3	Howson Dam Delegation Summary, Funding Analysis, and Action Plan	86
	<p><i>That the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9, 2018 regarding the Howson Dam for information purposes;</i></p> <p><i>AND FURTHER that staff be authorized to engage the services of KGS Group for initial core sampling and analysis of the concrete within the Howson Dam spillways for the purpose of determining the compressive strength, to an upset limit of \$22,000.<sup>00</sup> plus applicable taxes.</i></p>	



6.4.4	Municipal Development and Servicing Guideline	104
	<p><i>THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated June 18<sup>th</sup>, 2018 regarding Municipal Development and Servicing Guidelines for information;</i></p> <p><i>AND FURTHER that the Municipal Development and Servicing Guideline be adopted as a minimum standard and guidance document for new development within the Township of North Huron.</i></p>	
6.5	Fire Department of North Huron	
6.6	Building Department	
6.7	Childcare Department	
6.8	CAO	
6.8.1	IT Services	163
	<p><i>THAT the Council of the Township of North Huron hereby receive the report of the CAO, dated July 9, 2018 regarding the procurement of IT services for information;</i></p> <p><i>AND FURTHER, that Council authorizes an exception to Section 19.1 of the Procedural By-law to allow By-law No. 67-2018 to be passed at the July 9, 2018 Council meeting;</i></p> <p><i>AND FURTHER, that Council authorizes the CAO to retain Richard Al to provide IT assistance on an as needed basis.</i></p>	
6.8.2	North Huron Community Improvement Background Report	167
	<p><i>THAT the Council of the Township of North Huron hereby receive the Background Report, titled “North Huron Community Improvement Background Report” prepared by Planner Laura Simpson and in consultation with the Economic Development Committee and proceed with creating a Community Improvement Plan for North Huron for Council’s consideration.</i></p>	
6.8.3	Economic Development Amended Terms of Reference	186
	<p><i>THAT the Council of the Township of North Huron hereby receives the report of the CAO, dated July 9, 2018 and approves the amended Terms of Reference for the Economic Development Committee;</i></p> <p><i>AND FURTHER THAT Council considers passing By-Law #66-2018 being a by-law to repeal and replace the Economic Development Terms of Reference;</i></p> <p><i>AND FURTHER THAT the Council of the Township of North Huron approves an exception to Section 19.1 of the Procedural By-Law to allow the By-law to be passed at the July 9, 2018 Council Meeting.</i></p>	
6.8.4	North Huron Museum Presentation (Melissa Scott)	
7.	<b>CORRESPONDENCE</b>	

7.1	Resignation of Councillor Knott	192
	<i>THAT the Council of the Township of North Huron hereby accept with regret, the resignation of Councillor William Knott, effective June 28, 2018.</i>	
7.2	Bell Canada request for letter regarding 3.5Ghz spectrum allocation	
	<i>THAT the Council of the Township of North Huron hereby authorizes the Reeve to send a letter to Innovation, Science and Economic Development Canada regarding revisions to the 3500 Mhz Band to accommodate flexible use and preliminary consultation of changes to the 3800 Mhz Band.</i>	
<b>8.</b>	<b>COUNCIL REPORTS</b>	
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	
<b>9.</b>	<b>NOTICE OF MOTION</b>	
<b>10.</b>	<b>BY-LAWS</b>	
10.1	By-law No. 63-2018	193
	Being a By-law to Amend By-law No. 39 (2012) A By-law to Provide for the Regulation and Control of Traffic on the Highways of the Township of North Huron	
	<i>THAT By-law No. 63-2018; Being a By-law to Amend By-law No. 39 (2012) A By-law to Provide for the Regulation and Control of Traffic on the Highways of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.2	By-law No. 64-2018	248
	Being a By-law to appoint a Chief Administrative Officer/Clerk for the Township of North Huron.	
	<i>THAT By-law No. 64-2018; Being a By-law to appoint a Chief Administrative Officer/Clerk for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
10.3	By-law No. 65-2018	249
	Being a By-law to appoint a Deputy Clerk for the Township of North Huron.	
	<i>THAT By-law No. 65-2018; Being a By-law to appoint a Deputy Clerk for the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	

10.4	By-law No. 66-2018	250
	Being a by-law to establish an Economic Development Committee as a Committee of Council for the Township of North Huron and to adopt a Terms of Reference for the Economic Development Committee.	
	<i>THAT By-law No. 66-2018; Being a by-law to establish an Economic Development Committee as a Committee of Council for the Township of North Huron and to adopt a Terms of Reference for the 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>	
10.5	By-law No. 67-2018	254
	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 continüIT CORP for IT Services.	
	<i>By-law No. 67-2018; 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 continüIT CORP for IT Services; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.</i>	
11.	<b>ANNOUNCEMENTS</b>	
12.	<b>OTHER BUSINESS</b>	
13.	<b>CLOSED SESSION AND REPORTING OUT</b>	
	<i>THAT the Council of the Township of North Huron hereby proceeds at ... pm. to an In-Camera Session (Closed to the Public) to discuss the following:</i>	
	<ul style="list-style-type: none"> <li><i>• Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee (Building / By-law Enforcement Personnel);</i></li> <li><i>• Section 239 (2) (c) A proposed or pending acquisition or disposition of land by the municipality or local board (Blyth Property);</i></li> <li><i>• Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee and Section 239 (2) (d) Labour relations or employee negotiations (Recreation Personnel);</i></li> <li><i>• Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee (Fire Department Personnel).</i></li> </ul>	
	<i>THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at ... pm.</i>	
	<i>THAT the Council of the Township of North Huron hereby confirm the direction given to staff, in Closed Session.</i>	

**14. CONFIRMATORY BY-LAW**

14.1 By-law No. 68-2018, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron. 263

*THAT By-law 68-2018; being a by-law to confirm generally previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**15. ADJOURNMENT**

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

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



**Date:** Monday, June 18, 2018  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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

**STAFF PRESENT:** Dwayne Evans, CAO  
Richard Al, Clerk/Manager of Information Technology  
Donna White, Director of Finance  
Pat Newson, Director of Recreation and Facilities  
Sean McGhee, Director of Public Works  
Kirk Livingston, CBO/Property Standards/Zoning  
Marty Bedard, Fire Chief  
Laura Young, Huron County Planner

**OTHERS PRESENT:** Adam Bell, CKNX  
Betty Foxton, Leota King, Rennie Alexander, Evonne Carter,  
Sinclair Wardrop, Ann Hogg, Barry Simpson, Susan Hall,  
Andy McBride, Ken Wood, Linda Heron, Ralph Metcalfe,  
Debbie Metcalfe, Nelson Frank, Sandra Buchanan, James  
Buckle, Austin Buckle, Verna Steffler, Tim Willis, Marjorie  
Cook, Betty Shaw, Carol Bowyer, Doyle Cullen, Emilia  
Morelli, Larry Cerson, Gary Rahn, Pat Jackson, Terry Taylor,  
John Mann, Matt Ash, Gary Rutledge

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**1. CALL TO ORDER**

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

**2. CONFIRMATION OF THE AGENDA**

**M300/18**

**MOVED BY:** J. Campbell

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron; accept the Agenda for the June 18, 2018 Council Meeting; as amended to include an additional Closed Session item regarding a Wingham Property.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

**4. CONSENT AGENDA**

**4.1 Minutes**

4.1.1 Minutes of the Regular Council Meeting held June 4, 2018

4.1.2 Minutes of the Special Meeting of Council held June 11, 2018

**4.2 Reports**

4.2.1 Bills and Accounts

4.2.2 Finance Department Report 06-18-18 (May 2018 Year to Date Report)

4.2.3 Recreation and Facilities Department 06-18-18 (Department Update)

4.2.4 Building Department 06-18-18 (Department Update)

4.2.5 Fire Department Report 06-18-18 (Department Update)

**4.3 Correspondence**

4.3.1 Residents of Blyth Ward - Petition regarding OPP

4.3.2 Huron County - 2018 General Operating Grant Increase - North Huron Children's Centre

4.3.3 MPAC - Small-scale on-farm business subclasses

**M301/18**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

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

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

**CARRIED**

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

5.1 David Shaw, Ken Wood, Sinclair Wardrop, Doyle Cullen, Andy McBride - Save the Howson Dam and Pond Committee

David Shaw, Ken Wood, Sinclair Wardrop, Doyle Cullen and Andy McBride presented on behalf of the Save the Howson Dam and Pond Committee.

D. Shaw noted that the dam once provided a positive first impression however it has deteriorated over time.

K. Wood noted that over the years students from FE Madill Secondary School have received water safety education using the pond and river.

S. Wardrop noted that dams in other areas are being repaired and noted that there are options available to fund repairs.

D. Cullen noted choosing to live in Wingham for the available recreational facilities included those provided by the pond and river.

A. McBride noted that the committee has been meeting for approximately 6 years working toward a solution.

A. McBride noted that the committee favours rehabilitation and if needed replacement and questioned various parts of the KGS report.

A. McBride requested that Council consider the presentations and information delivered when determining the future of the Howson Dam.

D. Shaw, K. Wood, S. Wardrop, D. Cullen and A. McBride were thanked and resumed a seat in the public gallery at 7:21 pm.

## 5.2 Linda Heron, Chair, Ontario Rivers Alliance - Howson Dam

Linda Heron, Chair, Ontario Rivers Alliance delivered a presentation regarding the Howson Dam.

L. Heron provided an overview of Ontario Rivers Alliance noting various projects in which the Alliance has been involved.

L. Heron suggested options available and commented on associated benefits and implications to consider with each option.

L. Heron requested on behalf of the Ontario Rivers Alliance that Council consider the option to decommission the Howson Dam.

L. Heron was thanked and resumed a seat in the public gallery at 7:39 pm.

## 6. REPORTS

### 6.1 Clerks Department

#### 6.1.1 Consent Application Report File # C20-18

Owner/Applicant: Schilder Farms Inc./J. David Murray

Property Description: Part Lot 41, Concession 2, East Wawanosh, Township of North Huron (39769 Moncrieff Road)

Laura Simpson presented details of Consent Application Report File #C20-18.

L. Simpson recommended that Council recommend approval of the application with the included conditions.

### **M302/18**

**MOVED BY:** R. Hallahan

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron hereby recommends approval of the Consent Application File #C20-18, Owner/Applicant: Schilder Farms Inc./J. David Murray; Property Description: Part Lot 41, Concession 2, East Wawanosh, Township of North Huron (39769 Moncrieff Road) with the following conditions:*

#### ***Expiry Period***

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

#### ***Municipal Requirements***

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

*✓ The subject parcel be numbered and addressed for 911 purposes to the satisfaction of the Township.*

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

#### ***Survey***

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

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

#### ***Zoning***



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

**CARRIED**

#### 6.1.2 Municipal Cell Phone Contract Renewal

**M303/18**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron hereby receive the June 18, 2018 report of the Clerk/Manager of IT regarding renewal of the Municipal Cell Phone Contract, for information;*

*AND FURTHER, that Council authorizes an exception to Section 19.1 of the Procedural By-law to allow By-law No. 61-2018 to be passed at the June 18, 2018 Council Meeting.*

**CARRIED**

#### 6.2 Finance Department

##### 6.2.1 Pitney Bowes Postage Machine Contract

**M304/18**

**MOVED BY:** J. Campbell

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance regarding an agreement with Pitney Bowes for the lease of a DM400C postage machine for information;*

*AND FURTHER, that prior to proceeding with the purchase staff are directed to investigate available options with Canada Post and proceed with the option that presents the best value, as determined by staff;*

*AND FURTHER, that Council approves an exception to Section 19.1 of the Procedural By-law to allow By-law No. 59-2018 to be passed at the June 18, 2018 Council Meeting.*

**CARRIED**

#### 6.3 Recreation and Facilities Department

##### 6.3.1 Fitness Equipment Purchase

**M305/18**

**MOVED BY:** T. Seip

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

*THAT the Council of the Township of North Huron hereby receives the report of the Acting Director of Recreation and Facilities, dated June 18, 2018 regarding the purchase of a replacement treadmill for the Fitness Centre; AND FURTHER THAT staff are authorized to proceed with the purchase of the treadmill;*  
*AND FURTHER THAT staff are authorized to dispose of the current treadmill by using Gov Deals and to deposit the proceeds from the sale into reserves for future equipment purchases.*

**CARRIED**

#### 6.4 Public Works / Utilities Department

##### 6.4.1 Roadside Mower Procurement

###### **M306/18**

**MOVED BY:** R. Hallahan

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated June 18<sup>th</sup>, 2018 regarding the procurement of one (1) roadside mower for information;*  
*AND FURTHER, that the purchase of one (1) Vortex Jumbo Frontline 190 Roadside Mower, in the amount of \$23,743.<sup>52</sup> plus applicable taxes from Colvoy Enterprises 2012 Ltd. be authorized.*

**CARRIED**

##### 6.4.2 Municipal Development and Servicing Guidelines

Bruce Potter, BM Ross, delivered a presentation regarding Municipal Development and Servicing standards.

###### **M307/18**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated June 18<sup>th</sup>, 2018 regarding Municipal Development and Servicing Guidelines for information;*  
*AND FURTHER, that the road cross sectional design for both urban and suburban developments as presented by BM Ross be adopted as minimum standards for new development in North Huron.*

**CARRIED**

#### 6.5 Fire Department of North Huron

#### 6.6 Building Department

6.6.1 Drainage Superintendent's Report - Rintoul Municipal Drain

**M308/18**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby appoint Dietrich Engineering Ltd. to prepare a report to fulfil the requirements under Section 78 of the Drainage Act as requested by Gerrit and Maria Groen, land owners of Concession 12, Pt S Pt Lot 28 Pt Lot 29 through submission of a Request for Drain Improvement.*

**CARRIED**

6.7 CAO

**7. CORRESPONDENCE**

7.1 North Huron Economic Development Committee - Request regarding marketing

**M309/18**

**MOVED BY:** B. Knott

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby directs staff to prepare an amendment to the Terms of Reference for the Economic Development Committee by removing all references to marketing, as requested by the North Huron Economic Development Committee; AND FURTHER, that the Treasurer is directed to amend the 2018 Economic Development budget by reallocating all marketing dollars to the Recreation Department Budget.*

**CARRIED**

7.2 Union Gas - Request for letter of support for Stratford Reinforcement Project

**M310/18**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby supports Union Gas in their application to the Ontario Energy Board for the Stratford Reinforcement Project, and in doing so authorizes the Reeve to send a letter of support.*

**CARRIED**

7.4 GM Blue Plan / GJAJ Holdings Ltd - Rutledge Subdivision, Blyth Deviation from Township Standards

Discussion took place regarding the request for deviation from Township standards for the Rutledge Subdivision.

**M312/18**

**MOVED BY:** R. Hallahan

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby direct the Director of Public Works to work with BM Ross regarding the request of GM Blue Plan / GJAJ Holdings Ltd for deviation from Township Standards for the Rutledge Subdivision.*

**CARRIED**

**8. COUNCIL REPORTS**

8.1 REEVE ACTIVITY REPORT

Reeve Vincent reported being busy with numerous items.

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

Councillor Vodden noted that speed metering displays will be set up across Huron County including in Blyth over the summer.

Councillor Knott noted that he is moving and reported that he will be resigning from Council as of the end of June 2018 and that the June 18, 2018 meeting would be his last meeting. Councillor Knott thanked Council and staff.

8.3 REQUESTS BY MEMBERS

**9. NOTICE OF MOTION**

**10. BY-LAWS**

10.1 By-law No. 59-2018

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 Pitney Bowes of Canada Ltd. for the lease of a postage machine.

**M313/18**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT By-law 59-2018; 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 Pitney Bowes of Canada Ltd. for the lease of a postage machine; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book, subject to an investigation by staff into potential options available from Canada Post.*

**CARRIED**

10.2 By-law No. 60-2018

Being a by-law to Authorize the Acceptance of the OPP Contract Policing Proposal for the Wingham Ward of the Corporation of the Township of North Huron.

**M314/18**

**MOVED BY:** B. Vodden

**SECONDED BY:** B. Knott

*THAT By-law 60-2018; being a by-law to Authorize the Acceptance of the OPP Contract Policing Proposal for the Wingham Ward of Corporation of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**CARRIED**

10.3 By-law No. 61-2018

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 Telus Mobility for municipal cellular devices.

**M315/18**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT By-law 61-2018; 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 Telus Mobility for municipal cellular devices; 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****M316/18****MOVED BY:** T. Seip**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby proceeds at 9:18 pm. to an In-Camera Session (Closed to the Public) to discuss the following:*

- *Section 239 (2) (e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employees (Property Standards);*
- *Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee and Section 239 (2) (e) Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board and Section 239 (2) (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Property Damage);*
- *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 employee (Administration Personnel);*
- *Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee and Section 239 (2) (d) Labour relations or employee negotiations (Administration Personnel);*
- *Section 239 (2) (b) Personal matters about an identifiable individual, including municipal or local board employee and Section 239 (2) (c) A proposed or pending acquisition or disposition of land by the municipality or local board (Wingham Property)*

**CARRIED****M317/18****MOVED BY:** B. Vodden**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby agrees to extend the June 18, 2018 Council Meeting past the hour of 11:00pm.*

**CARRIED****M318/18****MOVED BY:** T. Seip**SECONDED BY:** Y. Ritsema-Teeninga

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 11:18 pm.*

**CARRIED**

**M319/18**

**MOVED BY:** T. Seip

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

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

**CARRIED**

**14. CONFIRMATORY BY-LAW**

- 14.1 By-law No. 62-2018, being a By-law of the Township of North Huron to confirm generally previous actions of the Council of the Township of North Huron.

**M320/18**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT By-law 62-2018; 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**

**M321/18**

**MOVED BY:** T. Seip

**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 11:19 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Richard Al, Clerk

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

**Date:** Tuesday, May 15, 2018  
**Time:** 7:00 pm  
**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  
Murray Foxton, Sergeant  
Mark Kirkby, Constable  
Richard Al, Secretary

**OTHERS PRESENT:** Duane Sprague, Ministry of Community Safety and  
Correctional Services

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**1. CALL TO ORDER**

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

**2. ACCEPT OR AMEND AGENDA**

**PSB54/18**

**MOVED BY:** Kathy Adams

**SECONDED BY:** Bill Gregoriadis

*THAT the North Huron Police Services Board hereby accept the Agenda for the May 15, 2018 Police Services Board Meeting, as presented.*

**CARRIED**

**3. DECLARATION OF PECUNIARY INTEREST**

None disclosed.

**4. MINUTES OF THE PREVIOUS MEETING**

**PSB55/18**

**MOVED BY:** Kathy Adams

**SECONDED BY:** Bill Gregoriadis



*THAT the North Huron Police Services Board hereby adopts the Minutes of the Police Services Board Meeting held April 10, 2018 and the Minutes of the Police Services Board Special Meeting held May 10, 2018; as presented.*

**CARRIED**

**5. DELEGATIONS / PETITIONS / INVITED GUESTS**

None in attendance.

**6. BUSINESS ARISING FROM THE MINUTES**

**6.1 Wingham Police Service 2018 Budget**

Discussion took place regarding the modified budget as well as the estimates for 2019 and 2020.

Chief Poole noted that the modified budget includes holiday pay that was not included in the version presented on May 10, 2018.

Chief Poole explained that certain items displayed in the budget are the responsibility of the municipality such as those related to the building and noted that they are included on the Wingham Police Budget at the request of the municipality in order to capture the full cost.

Discussion took place regarding whether additional technology such as computer systems would be required to support the addition of more officers.

Chair Seip noted that he will communicate the specifics of the modified budget to Council.

Discussion took place regarding modifying the budget further if requested by Council and the details that will be communicated to Council.

**PSB56/18**

**MOVED BY:** Bill Gregoriadis

**SECONDED BY:** Yolanda Ritsema-Teeninga

*THAT the North Huron Police Services Board hereby approves the modified Wingham Police Service 2018 Budget, as presented;*

*AND FURTHER, that the Chief is directed to provide the modified 2018 Budget to the Treasurer of the Township of North Huron for inclusion in the Township of North Huron 2018 Budget.*

**CARRIED****7. POLICE CHIEF'S REPORT****7.1 DEPARTMENT UPDATE - MAY 2018**

Chief Poole presented details of the Police Chief's Report for May 2018 noting that the Wingham Police Service responded to 118 calls for service in April 2018 compared to 116 during the same period of 2017 and noted that 1 call was assisting the OPP.

Chief Poole noted that the next OACP Zone meeting is in Owen Sound on June 5 and the Annual General Meeting of the OACP is scheduled for June 10 to 13 in Huntsville. Chief Poole indicated that he plans to attend both of these meetings.

Chief Poole noted that some officers have attended Standard Field Sobriety Test training and indicated that the goal is to have all officers trained by the end of the year.

Chief Poole reported actively recruiting to fill the Constable positions.

Chief Poole noted that the replacement firearms have arrived and once ammunition arrives all officers will be trained on the use of the new firearms.

Discussion took place regarding circumstances that the Wingham Police Service may respond to calls outside of Wingham. Chief Poole noted that the Wingham Police Service do not patrol in areas outside of Wingham however will respond to calls for assistance from the OPP when needed and likewise the OPP respond to assist the Wingham Police Service when needed as well.

**PSB57/18****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 May 2018, as presented.*

**CARRIED**

**8. TREASURY REPORT**

**8.1 BILLS & ACCOUNTS**

Police (2200) \$11,732.52

Police Station (2210) \$1,178.09

Total \$12,910.61

**PSB58/18**

**MOVED BY:** Joan van der Meer

**SECONDED BY:** Yolanda Ritsema-Teeninga

*THAT the North Huron Police Services Board hereby authorizes and approves payment of the Bills and Accounts in the total amount of \$12,910.61 for the period ending May 10, 2018.*

**CARRIED**

**9. BY-LAWS AND POLICIES FOR CONSIDERATION**

None for consideration.

**10. CORRESPONDENCE**

**10.1 OAPSB**

10.1.1 2018 Provincial Budget - Community Safety Highlights

10.1.2 Zone 5 Meeting Agenda - June 5, 2018

**10.2 Ministry of Community Safety and Correctional Services**

10.2.1 Provincial Appointment Extension - Joan van der Meer

Vice Chair van der Meer noted receiving an additional letter regarding her reappointed to the North Huron Police Services Board.

**PSB59/18**

**MOVED BY:** Yolanda Ritsema-Teeninga

**SECONDED BY:** Bill Gregoriadis

*THAT the North Huron Police Services Board hereby directs that the correspondence for the May 15, 2018 meeting be ordered, read and filed.*

**CARRIED**

**11. NEW BUSINESS**

Discussion took place regarding requesting a Wingham Police Service Budget to Actual report and it was noted that Chair Seip will request details from the municipal Treasurer.

**12. BOARD MEMBERS' INQUIRIES & REPORTS**

None noted.

**13. PUBLIC GALLERY QUESTIONS AND / OR COMMENTS**

A member of the public gallery noted receiving a call from the public regarding the increase costs associated with maintaining the Wingham Police Service. The member of the public gallery commented that responsibility for the decision to maintain the Wingham Police Service and the subsequent increase in budget is due to the decision made by the Council of the Township of North Huron not the Wingham Police Association or the North Huron Police Services Board.

Discussion took place regarding the comment made by the member of the public gallery as well as items communicated to Council.

**14. IN CAMERA SESSION****PSB60/18**

**MOVED BY:** Bill Gregoriadis

**SECONDED BY:** Yolanda Ritsema-Teeninga

*THAT the North Huron Police Services Board hereby proceeds at 7:42 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**

**PSB61/18**

**MOVED BY:** Joan van der Meer

**SECONDED BY:** Yolanda Ritsema-Teeninga

*THAT the North Huron Police Services Board hereby moves out of Closed Session at 8:43 pm and returns to open session.*

**CARRIED**

**PSB62/18**

**MOVED BY:** Yolanda Ritsema-Teeninga

**SECONDED BY:** Bill Gregoriadis

*THAT the North Huron Police Services Board hereby confirms the direction given in Closed Session.*

**CARRIED**

**15. NEXT MEETING**

June 19th, 2018 at 7:00 pm in the Township of North Huron Council Chambers.

**16. ADJOURNMENT**

**PSB63/18**

**MOVED BY:** Yolanda Ritsema-Teeninga

**SECONDED BY:** Kathy Adams

*THAT there being no further business before the North Huron Police Services Board, the meeting be hereby adjourned at 8:44 p.m.*

**CARRIED**

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Trevor Seip, Chair

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Richard Al, Secretary

**SEVENTH SESSION MINUTES  
COUNCIL OF THE COUNTY OF HURON**

Goderich, Ontario  
June 6, 2018

The Council of the County of Huron met in the Council Chambers on Wednesday, June 6, 2018. Warden Jim Ginn called the meeting to order at 9:00 AM

Warden Ginn welcomed all present to the Seventh Session of 2018.

**1. Roll Call:**

CAO Meighan Wark called the roll and all members of Council were present except Councillor MacLellan. Councillor Hessel departed at 9:37 AM and Councillor Steffler departed at 10:30 AM.

**2. Warden's Remarks:**

Warden Ginn welcomed everyone. He informed members that he attended the following conferences: CAMA, FCM, and Coast is Clear. He congratulated Councillor Cole on being appointed to the FCM Board of Directors.

**3. Approval of Agenda:**

MOTION: #101-18

Moved by: Councillor Frayne and Seconded by: Councillor Van Diepenbeek

THAT:

The Council of the County of Huron accepts the agenda for June 6, 2018 as presented.

CARRIED

**4. Declaration of Pecuniary Interest:**

No declarations of pecuniary interest were stated.

**5. Minutes of the Previous Sessions:**

MOTION: #102-18

Moved by: Councillor Steffler and Seconded by: Councillor Watt

THAT:

The minutes of the previous session being the Sixth Session of May 9, 2018 and the Audit Committee meeting of May 23, 2018 be adopted as circulated.

CARRIED

**6. Delegations/Petitions/Deputations:**

**6.1 2017-2018 Huron County Queen of the Furrow:**

Kara Hendriks, 2017-2018 Huron County Queen of the Furrow spoke about her year as Queen of the Furrow and extended an invitation to the 2018 Huron County Plowing Match on Thursday, August 23 and Friday, August 24, 2018. This Plowing Match, which is co-hosted by Warden Ginn, will take place at the farm of Stephen Thompson on Stone School Road near Clinton.

**7. Councillor's Issues:**

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Councillor Frayne inquired about the next steps regarding the David Mayberry presentation on 100% Renewable by 2050. CAO Wark stated that a report is being prepared by staff. Councillor Frayne also requested staff review the timing for traffic lights located on Highway 83 and 4 in Exeter due to the increased summer traffic.

**8. Correspondence:**

MOTION: #103-18

Moved by: Councillor Versteeg and Seconded by: Councillor Cole

THAT:

The Council of the County of Huron accepts correspondence not specifically dealt with, for information.

CARRIED

**9. Reports of Committees:**

- 9.1 Board of Health – May 10, 2018 meeting minutes: Councillor Hessel, Chair of the Board of Health spoke to the Reports.

MOTION: #104-18

Moved by: Councillor Hessel and Seconded by: Councillor Gowing

THAT:

The Board of Health Reports of May 10, 2018 be received and will appear in the printed minutes as Report No. 24.

CARRIED

- 9.2 Committee of the Whole Day 1 – May 16, 2018 meeting minutes: Councillor Vincent, Chair of the Committee of the Whole Day 1 spoke to the Reports.

MOTION: #105-18

Moved by: Councillor Vincent and Seconded by: Councillor Hessel

THAT:

The Committee of the Whole Day 1 Reports of May 16, 2018 be approved as presented and will appear in the printed minutes as Report No. 25.

CARRIED

- 9.3 Committee of the Whole Day 2 – May 23, 2018 meeting minutes: Councillor Cole, Chair of the Committee of the Whole Day 2 spoke to the Reports.

MOTION: #106-18

Moved by: Councillor Cole and Seconded by: Councillor Versteeg

THAT:

The Committee of the Whole Day 2 Reports of May 23, 2018 be approved as presented and will appear in the printed minutes as Report No. 26.

CARRIED

- 9.4 Library Board – May 24, 2018 meeting minutes: Councillor Fergusson, member of the Library Board spoke to the Reports.

MOTION: #107-18

Moved by: Councillor Fergusson and Seconded by: Councillor Gowing

THAT:

The Library Board Reports of May 24, 2018 be received and will appear in the printed minutes as Report No. 27.

CARRIED

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**10. New/Unfinished Business:**

10.1 RFP Procurement and Publishing of Results: (presented by Michael Blumhagen)

MOTION: #108-18

Moved by: Councillor Frayne and Seconded by: Councillor Vincent

THAT:

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, dated June 6, 2018, titled RFP Procurement and Publishing of Results, as presented for information.

CARRIED

**11. Notice of Motion:** None.

**12. By-laws:**

MOTION: #109-18

Moved by: Councillor Watt and Seconded by: Councillor Vincent

THAT:

Leave be given to introduce the following By-Laws:

By-law No. 2018-035; being a By-law of the Corporation of the County of Huron to appoint a Director of Cultural Services and confirm the appointment of the Chief Executive Officer of the Huron County Library Board.

By-law No. 2018-036; being a By-law of the Corporation of the County of Huron to appoint a Deputy Treasurer.

By-law No. 2018-037; being a By-law of the Corporation of the County of Huron to enter into an Ontario Transfer Payment Agreement Amendment with Her Majesty the Queen In Right of Ontario as Represented By the Minister of Education.

By-law No. 2018-038; being a By-law of the Corporation of the County of Huron to enter into an Occupancy Agreement with the Huron Perth Catholic District School Board.

By-law No. 2018-039; being a By-law of the Corporation of the County of Huron to enter into service agreements for the provision of the Child Care and/or Early Years programs and services funded by the Ministry of Education.

By-law No. 2018-040; being a By-law of the Corporation of the County of Huron to enter into an Amending Agreement with Her Majesty the Queen In Right of Ontario as Represented by the Minister Of Education.

By-law No. 2018-041; being a By-law of the Corporation of the County of Huron to authorize a license agreement with the Minister of Infrastructure.

By-law No. 2018-042; being a By-law of the Corporation of the County of Huron to enter into an agreement with Housing Services Corporation.

By-law No. 2018-043; being a By-law of the Corporation of the County of Huron to enter into a contract with Kurtis Smith Excavating for Contract HC 18-503.

By-law No. 2018-044; being a By-law of the Corporation of the County of Huron to Enter into a Contract with Armstrong Paving and Materials Group Ltd. for Contract HC 28-17.

By-law No. 2018-045; being a By-law of the Corporation of the County of Huron to Enter into a Contract with BM Ross and Associates Ltd. for Contract HC 18-302.

By-law No. 2018-046; being a By-law of the Corporation of the County of Huron to enter into a Memorandum of Understanding with Regional Tourism Organization (RTO) 4 Inc.



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By-law No. 2018-047; being a By-law of the Corporation of the County of Huron to enter into a Membership Agreement with the Corporation Of The County Of Huron and Southwestern Integration Fibre Technology Inc. (SWIFT).

By-law No. 2018-048; being a By-law of the Corporation of the County of Huron to amend By-law 2018-018 in order to establish the phase out of the Vacant Unit Rebate program.

By-law No. 2018-049; being a By-law of the Corporation of the County of Huron To Stop Up and Close Part 1 of the Original Road Allowance of County Road 86 North West of the Intersection of County Road 4 Located in North Huron, County of Huron As Illustrated on Deposited Reference Plan 22R-6651.

CARRIED

MOTION: #110-18

Moved by: Councillor Versteeg and Seconded by: Councillor Van Diepenbeek

THAT:

By-law No. 2018-035, 2018-036, 2018-037, 2018-038, 2018-039, 2018-040, 2018-041, 2018-042, 2018-043, 2018-044, 2018-045, 2018-046, 2018-047, 2018-048 and 2018-049 be given first and second reading;

AND FURTHER THAT:

By-law No. 2018-035, 2018-036, 2018-037, 2018-038, 2018-039, 2018-040, 2018-041, 2018-042, 2018-043, 2018-044, 2018-045, 2018-046, 2018-047, 2018-048 and 2018-049 as read a first and second time, be passed.

CARRIED

MOTION: #111-18

Moved by: Councillor Steffler and Seconded by: Councillor Morrison

THAT:

By-law No. 2018-035, 2018-036, 2018-037, 2018-038, 2018-039, 2018-040, 2018-041, 2018-042, 2018-043, 2018-044, 2018-045, 2018-046, 2018-047, 2018-048 and 2018-049 be given a third reading in accordance with Part 13 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2018-035, 2018-036, 2018-037, 2018-038, 2018-039, 2018-040, 2018-041, 2018-042, 2018-043, 2018-044, 2018-045, 2018-046, 2018-047, 2018-048 and 2018-049 as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

Council recessed at 10:19 AM and resumed at 10:29 AM.

**13. Closed to the Public Session:**

MOTION: #112-18

Moved by: Councillor Gowing and Seconded by: Councillor Frayne

THAT:

County Council do now go into a Closed to the Public Session at 10:30 AM under Section 239 of the Municipal Act, 2001 as amended; to discuss an item that relates to:

1. Personal matters about an identifiable individual, including municipal or local Board employees – Performance review process for CAO and Senior Management Team (SMT);
2. Personal matters about an identifiable individual, including municipal or local Board employees;

AND FURTHER THAT:

CAO Meighan Wark remain in attendance.

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CARRIED

MOTION: #113-18

Moved by: Councillor Fergusson and Seconded by: Councillor Morrison

THAT:

County Council rise from the Closed to the Public Session at 10:41 AM.

CARRIED

**14. Arrangement of Committee/Board Meetings:**

- Board of Health – Thursday, June 7, 2018 at 9:00 AM in Seminar Room 2 of the Health & Library Complex, south of Clinton.
- Committee of the Whole Day 1 – Wednesday, June 13, 2018 at 9:00 AM in the Court House Council Chambers, Goderich.
- Committee of the Whole Day 2 – Wednesday, June 20, 2018 at 9:00 AM in the Court House Council Chambers, Goderich.
- Huron County Accessibility Advisory Committee – Monday, June 4, 2018 at 9:30 AM in the Court House Council Chambers, Goderich.
- Library Board – Wednesday, June 27, 2018 at 9:00 AM in the Court House Council Chambers, Goderich.
- Huron County Economic Development Board – Wednesday, June 20, 2018 at 5:00 PM in the Four Winds Barn, Upstairs, 60 Orchard Lane, Brussels.

**15. Confirmatory By-law:**

MOTION: #114-18

Moved by: Councillor Jewitt and Seconded by: Councillor Frayne

THAT:

By-law No. 2018-050; being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron, be introduced, be given a first, second and third reading in accordance with Part 13 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2018-050; as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

**16. Adjournment:**

MOTION: #115-18

Moved by: Councillor Vincent and Seconded by: Councillor Watt

THAT:

The Council of the Corporation of the County of Huron do hereby adjourn the Seventh Session at 10:44 AM to meet again on Wednesday, July 4, 2018 at 9:00 AM or at the call of the Warden and the Clerk.

CARRIED

The Session closed with the singing of O Canada.

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Warden Jim Ginn

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Clerk Susan Cronin



**REPORT OF THE BLYTH BIA BOARD MEETING  
HELD AT THE BLYTH & DISTRICT COMMUNITY CENTRE  
WEDNESDAY, June 6, 2018 AT 8 am**

**Board Members present:** Karen Stewart (Chair), Gary van Leeuwen (Vice-Chair), Deb Sholdice (Treasurer), Irene Kellins,

**Others:** Colleen Jordan, Shane Yarema, Gord Dougan (MyFM delegation), David Sparling, Jennifer Triemstra-Johnston, Chris Johnston, Denny Scott (The Citizen), Lissa Kolkman (Friends of the Village).

**Regrets:** Bill Knott, Cat O'Donnell, Crystal Taylor, Les Cook and Gil Garratt (Secretary).

**1. Call to Order, Welcome and Opening Remarks**

Chair Karen Stewart called the meeting to order at 6pm and welcomed everyone. It was determined that not enough board of management directors were present to create quorum.

Motion to carry on without quorum for informational purposes, and that all motions and regular business would be ratified at the July 4 meeting. Moved by Deb, Seconded by Irene.

**2. Declaration of Pecuniary Interest**

- None Declared

**3. Financial Report**

Deb reviewed the financials. Very little business was noted in May. We have received a partial payment of the HST refund from the Township of North Huron. There was an error in the calculation that Deb had reviewed with Donna White and are expecting a correction in the coming weeks.

**4. Presentation by Gord Dougan, myFM Radio**

Gord proposed a town group commercial program that had been quite successful for other destination towns such as Kincardine and Walkerton in branding a theme for the area. The cost would be \$99 per business with 8 business participating. He recommended running the program 2-3x per year on their classic hits station. The information was received and if anyone is looking for further details please contact Karen at the BIA or Gord Dougan directly at myFM.

**5. Friends of the Village of Blyth Update & Request - Lissa Kolkman**

Lissa update the BIA on the new benches being placed on Queen Street in front of the Blyth Food Market sign. They are being created by Jim Wallace in the same style as the benches in front of the Queens Bakery, and are to be placed in front of the Blyth Food Market Sign on the edge of the Municipal Parking Lot. The group is looking for permission and direction on moving the bike stand to allow for the benches to go there. It was suggested to move it to the west side of Queen Street in front of the Howard Building.

Lissa also provided information to the horticultural park enhancements that are taking place. They are working with a new landscape design and will be adding some additional gardens, paths and a gazebo.

**6. Blyth Artisan Market Project – Deb**

The market had its soft launch last Thursday, and the vendors seemed happy with the results. The alley will have challenges to guide visitors behind the hall and get enough visibility but the proximity to the theatre and the venue are good. We started off with 4 vendors and hope to add more in the next few weeks.

**7. On-Line Presence & Branding Project – Karen**

Karen is working on the RFP, and she hopes to have it go out later this week.

**8. Plaques & Portraits Project – David**

David acknowledged the great help that they are receiving from Brock and Janis Vodden. They have identified 20 buildings with significant stories to profile. They hope to create a colour-coding system to connect buildings to stories by their plaques (ie. There are 6 or buildings connected to the 1901 fire and these could have a common colour for their plaques identifying them as part of a common story.)

David is also very interested in finding a way to profile the corner of Dinsley & Queen as the historical “Market Square” of the village. Suggestions included painting lines to re-create the square and/or signage.

Metrics for measuring engagement as per the RTO4 memorandum of understanding were discussed. The RTO4 proposal had included on-line engagement through a web portion.

There was also some discussion on branding and colours for the plaques.

**9. Other Business/Business Arising**

The by-law including our budget, levy and constitutional amendments was approved on May 22. The Wingham networking event has not been defined. We are currently waiting on input from Gil, as to the theatre participation as host for the event to invite the Wingham BIA to a pre-show reception and then enjoy a performance for free or low-cost.

The May BIA meeting included a discussion about going to the township to voice concern over street cleaning and general maintenance. Lissa confirmed that the Friends of the Village has taken concerns about grass cutting and flower maintenance to the Township both verbally and in a written letter. There is a complaint form on the website if you see something that needs to be done, or you can contact your ward council member.

**10. Adjournment**

**MOTION: BBIA11/18**

**MOVED: Deb Sholdice**

*- That there being no further business before the Blyth BIA Board, the meeting is hereby adjourned at 6:45pm*

## **Wingham BIA Board Meeting Minutes**

**Thursday, June 28, 2018**

**Present:** Dave Tiffin, Doug Kuyvenhoven, Jason Schiestel, Sandy Walker, Dave Peers, Lisa Hearnden, Jim Snyder

**Regrets:** Yolanda Ritesma-Teeninga, Sandy Woodcock

**Call to Order:** 6:30 p.m.

**Agenda:** Approved as presented. Moved by Jim Snyder, 2<sup>nd</sup> by Sandy Walker.

### **Previous Minutes:**

- Doug read the previous minutes in S. Woodcocks absence.
- One change regarding no BIA Board members on the branding Wingham subcommittee
- Also, BIA General meetings to be scheduled with first meeting in a.m. and 2<sup>nd</sup> of month being the evening of 3<sup>rd</sup> Thursday.
- Moved by Lisa, 2<sup>nd</sup> by Jim to approve minutes with the above changes.

### **Finance:**

- Treasurer gave a report on cheques written
- Moved by Dave Peers, 2<sup>nd</sup> by Sandy Walker to approve the cheques written.
- Outstanding Accounts Receivable was reviewed. Very good shape at this time.

### **BIA Committees & Liaisons:**

#### **Retail:**

- Sidewalk sales scheduled for July 19-21. 13 participants to date.
- New store – Annette's – opening across from the Anchor Pub

#### **Curb Appeal:**

- Canada flags going into flower baskets. (Thanks to Tharon Riley)
- Doug, Chris Pike and Terry Walker did a weed whack down Josephine St. last week, including the Red Apple grass.
- LED Christmas trees for north end of Wingham have been ordered.
- Paint the town refresher to be scheduled for an August date.
- Doug to follow up with Dave Wallace regarding more Josephine St. speakers.

### **Communications:**

- Dave T. reported that the website has been updated with previous General minutes and coming events.
- Facebook updates continue on a more regular basis.
- Mailchimp to members regarding sidewalk sales has gone out.

**Events:**

- Musical Muskrat Festival – no official report, but Dave T stated it seemed to be a success outside of the Friday dinner.
- Festival of Lanterns – Scheduled for Friday, Oct. 26
- Cruikshank Park – Christmas lighting will be Friday, Nov. 16, the first Friday after Remembrance Day. Christmas snowflake lights will go on Nov. 12.
- July 20 weekend very busy – Remote control jets, sidewalk sales, Hitmen co-ed slo-pitch tournament.

**Farmers Market:**

- More vendors expected in the next few weeks as products grow.
- Move to north end of park seems to be an improvement. Thanks to Libro for allowing parking.

**Governance:**

- No update at this time, probably not til August.

**Strategic Plan:**

- What will it take to make Wingham a “Centre for Music Performance”. Need more volunteers.
- Need a subcommittee formed to work on the branding. A chairperson needed to contact people for brainstorming.
- Ties in somewhat with the Friends of the Community group the library has been holding.

**13 Ways to Kill Your Community:**

- Reviewed the 2 Step list that was developed at a General meeting.
- Made some changes to what’s good and least appreciated and what needs to be fixed.
  - Spreadsheet to be shared with the Friends of the Community group.

**Other Business:**

- Dave Peers looking into new banners.
- Dave Tiffin gave update on Friends of the Community meeting.
- Work on Lions Club Picnic Shelter to be done mid-August

**Adjourned: 8:30 p.m.**

**Next Board Meeting – Thursday, Sept. 20**



## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 044872 Date 06/22/2018 Amount 50.00</b>				
004820 CODY COX	5-3-2018	05/03/2018	ADMIN- DONATION- SACRED	50.00
		Invoice Count	1 Total	50.00
<b>Cheque 044873 Date 06/29/2018 Amount 497.88</b>				
002412 AIG INSURANCE COMPANY OF CANAD	9129435 policy	06/21/2018	FIRE- POLICY AMENDMENT	497.88
		Invoice Count	1 Total	497.88
<b>Cheque 044874 Date 06/29/2018 Amount 75.00</b>				
004822 CHRIS GIBBONS	6-4-2018	06/04/2018	REFUND- REC PROGRAM CA	75.00
		Invoice Count	1 Total	75.00
<b>Cheque 044875 Date 06/29/2018 Amount 7,343.87</b>				
004827 CM PRECISION MACHINING & WELDING	2083	06/12/2018	CEMETERY- TOPSOIL SCREI	7,343.87
		Invoice Count	1 Total	7,343.87
<b>Cheque 044876 Date 06/29/2018 Amount 600.00</b>				
003278 COLLEGE OF EARLY CHILDHOOD EDU	13955-2018	06/26/2018	CECE- 2018 MEMBERSHIP	200.00
003278 COLLEGE OF EARLY CHILDHOOD EDU	13959-2018	06/26/2018	CECE 2018 MEMBERSHIP	200.00
003278 COLLEGE OF EARLY CHILDHOOD EDU	43887-2018	06/26/2018	CECE- 2018 MEMBERSHIP	200.00
		Invoice Count	3 Total	600.00
<b>Cheque 044877 Date 06/29/2018 Amount 864.90</b>				
004825 CONSTRUCTION MARKET DATA GROU	316944	03/07/2018	ROADS- TENDER AD	864.90
		Invoice Count	1 Total	864.90
<b>Cheque 044878 Date 06/29/2018 Amount 1,748.21</b>				
000885 DEAN'S VALU-MART	642-4444	06/08/2018	AIRPORT- FLOWERS	31.64
000885 DEAN'S VALU-MART	641-5139	06/09/2018	DAY CARE- FOOD SUPPLIES	458.03
000885 DEAN'S VALU-MART	641-5054	06/11/2018	EL- FOOD SUPPLIES	118.19
000885 DEAN'S VALU-MART	641-5606	06/12/2018	BA-MR- FOOD SUPPLIES	96.59
000885 DEAN'S VALU-MART	641-6333	06/14/2018	DAY CARE- FOOD SUPPLIES	299.68
000885 DEAN'S VALU-MART	641-6290	06/17/2018	DAY CARE- CHICKEN BREAS	40.16
000885 DEAN'S VALU-MART	641-6308	06/18/2018	BA-MR- FOOD SUPPLIES	119.19
000885 DEAN'S VALU-MART	641-6360	06/18/2018	EL- FOOD SUPPLIES	92.99
000885 DEAN'S VALU-MART	641-2490	06/19/2018	EARLY ON- FOOD SUPPLIES	38.88
000885 DEAN'S VALU-MART	641-6955	06/21/2018	DAYCARE- FOOD SUPPLIES	422.59
000885 DEAN'S VALU-MART	642-5539	06/26/2018	POOL- BLEACH	22.31
000885 DEAN'S VALU-MART	642-6069	06/27/2018	POOL- WATER REFILL	7.96
		Invoice Count	12 Total	1,748.21
<b>Cheque 044879 Date 06/29/2018 Amount 182.02</b>				
004698 HENSALL DISTRICT CO-OP	PE423920	06/18/2018	PARKS B- FUEL	159.50
004698 HENSALL DISTRICT CO-OP	PE423939	06/18/2018	PW- FUEL	22.52
		Invoice Count	2 Total	182.02
<b>Cheque 044880 Date 06/29/2018 Amount 818.63</b>				



## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000277 HOWSON & HOWSON LTD	3313099	05/31/2018	FIRE- FUEL FOR MAY	818.63
		Invoice Count	1 Total	818.63
<b>Cheque 044881</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>9.08</b>	
004812 IRON MOUNTAIN CANADA	ABWS954	05/31/2018	DAY CARE- SHREDDING	5.19
004812 IRON MOUNTAIN CANADA	ABWS955	05/31/2018	ADMIN- SHREDDING	3.89
		Invoice Count	2 Total	9.08
<b>Cheque 044882</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>610.20</b>	
002681 JUSTIN MACTAVISH	NH0001	06/27/2018	PW- EQUIPMENT TRACKING I	610.20
		Invoice Count	1 Total	610.20
<b>Cheque 044883</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>180.80</b>	
004818 KEHOE LAW ENFORCEMENT DISTRIBL	152802	06/21/2018	POLICE- BOOTS/ UNIFORM P.	180.80
		Invoice Count	1 Total	180.80
<b>Cheque 044884</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>1,320.00</b>	
003092 LYNDA LEWIS	6-26-2018	06/26/2018	RESALE OF INTERMENT RIGI	1,320.00
		Invoice Count	1 Total	1,320.00
<b>Cheque 044885</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>1,331.08</b>	
003768 MARK KIRKBY	6-22-2018	06/22/2018	POLICE- GUN EXAMINERS CC	1,331.08
		Invoice Count	1 Total	1,331.08
<b>Cheque 044886</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>8,249.00</b>	
004823 MCIVER GROUP INC.	1805-428-6-18	06/18/2018	APPRAISAL REPORT- FACILI	8,249.00
		Invoice Count	1 Total	8,249.00
<b>Cheque 044887</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>192.67</b>	
004233 MILLSTONE CROP SERVICES INC	MX162957	05/29/2018	PARKS B- GRASS SEED	192.67
		Invoice Count	1 Total	192.67
<b>Cheque 044888</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>1,711.94</b>	
000431 MINISTER OF FINANCE	1-111134035-10	06/16/2018	TILE DEBENTURE 2008-07	1,711.94
		Invoice Count	1 Total	1,711.94
<b>Cheque 044889</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>2,179.93</b>	
003138 OWEN SOUND POLICE SERVICES	3571-18	06/15/2018	POLICE- DISPATCH SERVICE	2,179.93
		Invoice Count	1 Total	2,179.93
<b>Cheque 044890</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>259.90</b>	
002127 P E INGLIS HOLDINGS INC.	27515	05/31/2018	PARKS- PORTABLE RESTRO	259.90
		Invoice Count	1 Total	259.90
<b>Cheque 044891</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>88.99</b>	

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000505 PETTY CASH - CHILDRENS CENTRE	6-22-2018	06/22/2018	DAY CARE- PETTY CASH	88.99
		Invoice Count	1 Total	88.99
<b>Cheque 044892</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>100.86</b>	
001314 PETTY CASH-WINGHAM EARLY YRS	338355	06/21/2018	EARLY ON- PETTY CASH	100.86
		Invoice Count	1 Total	100.86
<b>Cheque 044893</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>252.07</b>	
004826 PODOLINSKY EQUIPMENT LTD.	98702	06/15/2018	PW- BLADE KIT	252.07
		Invoice Count	1 Total	252.07
<b>Cheque 044894</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>4,423.95</b>	
001289 SPRING BREEZES GREENHOUSES	6-8-2018	06/08/2018	BLYTH/WINGHAM FLOWERS	4,231.85
001289 SPRING BREEZES GREENHOUSES	6-18-2018	06/18/2018	PARKS B- PETUNIAS	192.10
		Invoice Count	2 Total	4,423.95
<b>Cheque 044895</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>1,807.81</b>	
004780 SUNBELT RENTALS OF CANADA INC.	70677245-0001	05/31/2018	PW- 45' MANLIFT	1,162.77
004780 SUNBELT RENTALS OF CANADA INC.	70719347-0001	06/14/2018	PW- WAYFINDING SIGN INST.	645.04
		Invoice Count	2 Total	1,807.81
Report Total				34,898.79

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 004930 Date 06/20/2018 Amount 10,560.39</b>				
002512 TOWNSHIP OF NORTH HURON	64560	05/31/2018	WATER - MAY WAGES	10,560.39
		Invoice Count	1 Total	10,560.39
<b>Cheque 004931 Date 06/20/2018 Amount 61,754.74</b>				
000897 TOWNSHIP OF NORTH HURON SEWER	64574	05/31/2018	WATER - MAY SEWER BILLIN	61,754.74
		Invoice Count	1 Total	61,754.74
<b>Cheque 000000 Date / / Amount 0.00</b>				
		Invoice Count	1 Total	0.00
<b>Cheque 004933 Date 06/29/2018 Amount 551.11</b>				
000113 CARSON SUPPLY	S1520381.002	06/15/2018	WATER METER SUPPLIES	518.26
000113 CARSON SUPPLY	S1521624.002	06/19/2018	WATER-LUBRICATING SCREW	32.85
		Invoice Count	2 Total	551.11
<b>Cheque 004934 Date 06/29/2018 Amount 806.92</b>				
004713 KTI LIMITED	85817	06/22/2018	WATER METER/FLANGE	806.92
		Invoice Count	1 Total	806.92
<b>Cheque 004935 Date 06/29/2018 Amount 178.58</b>				
004824 MICHAEL TOPHAM	6-21-2018	06/21/2018	REFUND FOR OVERPAYMENT	178.58
		Invoice Count	1 Total	178.58
<b>Cheque 004936 Date 06/29/2018 Amount 497.20</b>				
000629 MORAN MECHANICAL AND ELECTRICAL	102221	06/11/2018	WATER- REPLACE WATER METER	497.20
		Invoice Count	1 Total	497.20
<b>Cheque 004937 Date 06/29/2018 Amount 2,582.90</b>				
000073 B M ROSS AND ASSOCIATES LTD	W-14880	06/12/2018	WATER- CWWF PROJECT	2,582.90
		Invoice Count	1 Total	2,582.90
Report Total				76,931.84

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 003453 Date 06/20/2018 Amount 8,671.86</b>				
002512 TOWNSHIP OF NORTH HURON	64353	05/31/2018	SEWER - MAY WAGES	8,671.86
			Invoice Count 1 Total	8,671.86
<b>Cheque 003454 Date 06/29/2018 Amount 2,582.90</b>				
000073 B M ROSS AND ASSOCIATES LTD	14880-S	06/15/2018	SEWER- CWWF PROJECT	2,582.90
			Invoice Count 1 Total	2,582.90
Report Total				11,254.76

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 001171 Date 06/18/2018 Amount 689.06</b>				
000294 HYDRO ONE NETWORKS INC	April 2018-8337	05/28/2018	120 KWH- 377 GYPSY OTH O1	49.74
000294 HYDRO ONE NETWORKS INC	May 2018 - 1532	05/30/2018	184 KWH- CEMETERY	60.17
000294 HYDRO ONE NETWORKS INC	May 2018-8056	05/30/2018	3099 KWH-FIRE/ESTC	548.51
000294 HYDRO ONE NETWORKS INC	May 2018-8593	05/30/2018	3 KWH- ESTC PROGRAM	30.64
Invoice Count 4 Total				689.06
<b>Cheque 001172 Date 06/18/2018 Amount 1,279.06</b>				
000657 TOWNSHIP OF NORTH HURON WATER	182915	05/31/2018	COMPLEX- WATER/SEWER	852.71
000657 TOWNSHIP OF NORTH HURON WATER	182922	05/31/2018	DAY CARE- WATER/SEWER	142.27
000657 TOWNSHIP OF NORTH HURON WATER	182953	05/31/2018	MUSEUM- WATER/SEWER	140.33
000657 TOWNSHIP OF NORTH HURON WATER	182958	05/31/2018	FIRE HALL W- WATER/SEWER	143.75
Invoice Count 4 Total				1,279.06
<b>Cheque 001173 Date 06/18/2018 Amount 15,322.99</b>				
000687 WESTARIO POWER INC.	2103884751	05/29/2018	86400 KWH- COMPLEX	15,322.99
Invoice Count 1 Total				15,322.99
<b>Cheque 001174 Date 06/19/2018 Amount 365.99</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-3023	05/31/2018	2053 KWH- AIRPORT	365.99
Invoice Count 1 Total				365.99
<b>Cheque 001175 Date 06/20/2018 Amount 1,727.71</b>				
003224 HURONTEL	10886810-6-2018	06/01/2018	TOWN HALL-PW- PHONE/INTI	641.93
003224 HURONTEL	10886812-6-2018	06/01/2018	REC ADMIN- PHONE/INTERNI	318.81
003224 HURONTEL	10886813-06-2018	06/01/2018	EARLY ON- PHONE/INTERNE	159.05
003224 HURONTEL	10886815-6-2018	06/01/2018	AIRPORT- PHONE/INTERNET	96.41
003224 HURONTEL	10886818-6-2018	06/01/2018	FIRE- PHONE/INTERNET	153.57
003224 HURONTEL	10886858-6-2018	06/01/2018	POLICE- PHONE/INTERNET	232.98
003224 HURONTEL	10886860-6-2018	06/01/2018	PW- PHONE/INTERNET	96.35
003224 HURONTEL	10886861-6-2018	06/01/2018	MUSEUM- PHONE	28.61
Invoice Count 8 Total				1,727.71
<b>Cheque 001176 Date 06/20/2018 Amount 432.89</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-1693	06/01/2018	538 KWH- HUTTON ST LIGHTS	112.18
000294 HYDRO ONE NETWORKS INC	May 2018-8461	06/01/2018	231 KWH- AIRPORT LIGHTS	50.45
000294 HYDRO ONE NETWORKS INC	May 2018-8480	06/01/2018	396 KWH- AUBURN ST LIGHTS	85.22
000294 HYDRO ONE NETWORKS INC	May 2018-8882	06/01/2018	896 KWH- HUMPHREY ST LIG	185.04
Invoice Count 4 Total				432.89
<b>Cheque 001177 Date 06/22/2018 Amount 88.35</b>				
000052 BELL CANADA	6-1-2018	06/01/2018	POLICE- PHONE- 357-1212	88.35
Invoice Count 1 Total				88.35
<b>Cheque 001178 Date 06/22/2018 Amount 948.30</b>				
000594 SPARLINGS PROPANE	88250105625753	05/30/2018	ESTC- PROGRAM PROPANE	948.30
Invoice Count 1 Total				948.30

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 001179 Date 06/22/2018 Amount 1,610.25</b>				
004311 TELUS	5-31-2018	05/31/2018	CELL PHONES	1,610.25
		Invoice Count	1 Total	1,610.25
<b>Cheque 001180 Date 06/22/2018 Amount 1,078.69</b>				
000657 TOWNSHIP OF NORTH HURON WATER	183548	06/04/2018	PW SHOP- WATER/SEWER	201.32
000657 TOWNSHIP OF NORTH HURON WATER	183550	06/04/2018	TOWN HALL - WATER/SEWEF	227.69
000657 TOWNSHIP OF NORTH HURON WATER	183608	06/04/2018	POLICE- WATER/SEWER	140.33
000657 TOWNSHIP OF NORTH HURON WATER	183688	06/07/2018	SPRINKLER PARK- WATER/SI	509.35
		Invoice Count	4 Total	1,078.69
<b>Cheque 001181 Date 06/22/2018 Amount 12,590.72</b>				
000721 W S I B	5-31-2018	05/31/2018	MAY 2018 REMITTANCE	12,590.72
		Invoice Count	1 Total	12,590.72
<b>Cheque 001182 Date 06/22/2018 Amount 2,292.04</b>				
001365 TOWNSHIP OF NORTH HURON WATER	179783	06/19/2018	WATER A/R PAID TO GENERA	2,292.04
		Invoice Count	1 Total	2,292.04
<b>Cheque 001183 Date 06/25/2018 Amount 31.81</b>				
003329 EASTLINK	5628591	06/04/2018	EL- PHONE	31.81
		Invoice Count	1 Total	31.81
<b>Cheque 001184 Date 06/25/2018 Amount 4,290.72</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-7867	06/04/2018	156 KWH- 850 JOSEPHINE ST	53.40
000294 HYDRO ONE NETWORKS INC	May 2018-0983	06/05/2018	8000 KWH- # 8 CAMP ENTRAN	4,099.91
000294 HYDRO ONE NETWORKS INC	May 2018-1401	06/06/2018	622 KWH- 39498 BELGRAVE F	137.41
		Invoice Count	3 Total	4,290.72
<b>Cheque 001185 Date 06/25/2018 Amount 250.32</b>				
002697 TUCKERSMITH COMMUNICATIONS CO	11283616-6-2018	06/01/2018	ARENA/HALL B- PHONE/INTE	118.52
002697 TUCKERSMITH COMMUNICATIONS CO	11283708-6-2018	06/01/2018	ESTC- PHONE/INTERNET	54.77
002697 TUCKERSMITH COMMUNICATIONS CO	11283710-6-2018	06/01/2018	BLYT PW -PHONE/INTERNET	77.03
		Invoice Count	3 Total	250.32
<b>Cheque 001186 Date 06/25/2018 Amount 3,390.00</b>				
004821 POSTAGE BY PHONE	6-25-2018	06/25/2018	ADMIN- POSTAGE ON METER	3,390.00
		Invoice Count	1 Total	3,390.00
<b>Cheque 001187 Date 06/26/2018 Amount 220.17</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-4071	06/07/2018	268 KWH- 377 GYPSY LANE	74.97
000294 HYDRO ONE NETWORKS INC	May 2018-4633	06/07/2018	1 KWH- 377 GYPSY OTHER SI	30.14
000294 HYDRO ONE NETWORKS INC	May 2018-6627	06/07/2018	263 KWH- 429 MILL STREET	74.14
000294 HYDRO ONE NETWORKS INC	May 2018-7304	06/07/2018	63 KWH- 423 MILL STREET	40.92
		Invoice Count	4 Total	220.17
<b>Cheque 001188 Date 06/27/2018 Amount 158.41</b>				

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
001365 TOWNSHIP OF NORTH HURON WATER	284651	06/25/2018	WATER REV PAID TO GENER	158.41
		Invoice Count	1 Total	158.41
<b>Cheque 001189 Date 06/27/2018 Amount 1,519.57</b>				
000687 WESTARIO POWER INC.	2103885311	06/08/2018	826 KWH- MUSEUM	125.33
000687 WESTARIO POWER INC.	2103885317	06/08/2018	1499 KWH- FIRE W	207.56
000687 WESTARIO POWER INC.	2103885318	06/08/2018	1039 KWH- 445 JOSEPHINE S	157.63
000687 WESTARIO POWER INC.	2103885325	06/08/2018	358 KWH- CRUICKSHANK PAI	70.70
000687 WESTARIO POWER INC.	2103885347	06/08/2018	250 JOHN ST STREETLIGHT	34.28
000687 WESTARIO POWER INC.	2103885363	06/08/2018	4045 KWH- TRAILER PARK	492.71
000687 WESTARIO POWER INC.	2103885370	06/08/2018	17 KWH- PUMP HOUSE	29.53
000687 WESTARIO POWER INC.	2103885373	06/08/2018	JOSEPHINE ST STREET LIGH	48.86
000687 WESTARIO POWER INC.	2103885381	06/08/2018	231 KWH- PARK DR SNACK B	51.87
000687 WESTARIO POWER INC.	2103885382	06/08/2018	520 KWH- PARK DR BALL PAF	80.81
000687 WESTARIO POWER INC.	2103885385	06/08/2018	VICTORIA & JOSEPHINE ST L	139.39
000687 WESTARIO POWER INC.	2103885386	06/08/2018	ALF & JOS- STREETLIGHTS	80.90
		Invoice Count	12 Total	1,519.57
<b>Cheque 001190 Date 06/29/2018 Amount 42,265.08</b>				
000535 RECEIVER GENERAL FOR CANADA	6-28-2018-Council	06/28/2018	COUNCIL PAYROLL REMITTA	174.48
000535 RECEIVER GENERAL FOR CANADA	6-28-2018-FT	06/28/2018	FT PAYROLL REMITTANCE	32,079.56
000535 RECEIVER GENERAL FOR CANADA	6-28-2018-Fire	06/28/2018	FIRE PAYROLL REMITTANCE	315.00
000535 RECEIVER GENERAL FOR CANADA	6-28-2018-PT	06/28/2018	PT PAYROLL REMITTANCE	9,696.04
		Invoice Count	4 Total	42,265.08
Report Total				90,552.13

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 000624 Date 06/18/2018 Amount 1,498.81</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-7904	05/28/2018	8742 KWH- 201 THUELL ST PL	1,498.81
			Invoice Count 1 Total	1,498.81
<b>Cheque 000625 Date 06/18/2018 Amount 139.76</b>				
000657 TOWNSHIP OF NORTH HURON WATER	183143	05/31/2018	WATER SHED- WATER/SEWE	139.76
			Invoice Count 1 Total	139.76
<b>Cheque 000626 Date 06/18/2018 Amount 2,148.76</b>				
000687 WESTARIO POWER INC.	2103884752	05/29/2018	12480 KWH WATER- WELL # 4	2,148.76
			Invoice Count 1 Total	2,148.76
<b>Cheque 000627 Date 06/20/2018 Amount 487.10</b>				
003224 HURONTEL	10886873-6-2018-W	06/01/2018	WATER TOWER- INTERNET	210.07
003224 HURONTEL	10886875-6-2018-W	06/01/2018	WELL # 3- INTERNET	67.74
003224 HURONTEL	10886878-6-2018-W	06/01/2018	WELL #4- PHONE/INTERNET	96.35
003224 HURONTEL	10886915-6-2018-W	06/01/2018	WATER- WING PUC BUILDING	112.94
			Invoice Count 4 Total	487.10
<b>Cheque 000628 Date 06/20/2018 Amount 77.64</b>				
003924 GLOBAL PAYMENTS	4071	05/31/2018	WATER - DEBIT MACHINE FEI	77.64
			Invoice Count 1 Total	77.64
<b>Cheque 000629 Date 06/22/2018 Amount 118.73</b>				
000052 BELL CANADA	6-1-2018-W	06/01/2018	WATER- PHONE-357-9942	118.73
			Invoice Count 1 Total	118.73
<b>Cheque 000630 Date 06/25/2018 Amount 646.81</b>				
000294 HYDRO ONE NETWORKS INC	May 2018-9904	06/06/2018	3540 KWH- 377 GYPSY WELL	646.81
			Invoice Count 1 Total	646.81
<b>Cheque 000631 Date 06/25/2018 Amount 118.47</b>				
002697 TUCKERSMITH COMMUNICATIONS CO.	11224287-6-2018	06/01/2018	377 GYPSY WELL- PHONE	31.83
002697 TUCKERSMITH COMMUNICATIONS CO.	11283709-6-2018	06/01/2018	BL WATER PLANT-PHONE/IN	86.64
			Invoice Count 2 Total	118.47
<b>Cheque 000632 Date 06/27/2018 Amount 342.44</b>				
000687 WESTARIO POWER INC.	2103885368	06/08/2018	60 KWH- 435 MINNIE ST #2	35.15
000687 WESTARIO POWER INC.	2103885369	06/08/2018	1301 KWH- 435 MINNIE STREI	190.27
000687 WESTARIO POWER INC.	2103885391	06/08/2018	742 KWH- WATER TOWER	117.02
			Invoice Count 3 Total	342.44
Report Total				5,578.52



## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 06/21/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 502691 Date 07/10/2018 Amount 1,673.44</b>				
004659 ANCHORVALE REPAIR & SALES INC.	455	04/13/2018	PW- REPAIR 08-20	1,673.44
		Invoice Count	1 Total	1,673.44
<b>Cheque 502692 Date 07/10/2018 Amount 628.62</b>				
000073 B M ROSS AND ASSOCIATES LTD	14902	06/13/2018	ARENA W- ROOF REVIEW	628.62
		Invoice Count	1 Total	628.62
<b>Cheque 502693 Date 07/10/2018 Amount 86.30</b>				
000072 BLYTH PRINTING INC.	29208	06/12/2018	REC ADMIN- RECEIPT BOOKS	86.30
		Invoice Count	1 Total	86.30
<b>Cheque 502694 Date 07/10/2018 Amount 35.00</b>				
001557 CAROL MACPHERSON	6-18-2018	06/18/2018	DAY CARE-RECE WORKSHO	35.00
		Invoice Count	1 Total	35.00
<b>Cheque 502695 Date 07/10/2018 Amount 79.33</b>				
002864 CAROL PHILLIPS	6-21-2018	06/21/2018	FITNESS- CANFIT PRO FEES	79.33
		Invoice Count	1 Total	79.33
<b>Cheque 502696 Date 07/10/2018 Amount 421.26</b>				
003919 CINTAS CANADA LIMITED	839589454	06/28/2018	POOL/FITNESS- SANITIZE RE	421.26
		Invoice Count	1 Total	421.26
<b>Cheque 502697 Date 07/10/2018 Amount 6,319.41</b>				
000173 DA-LEE DUST CONTROL	70009	06/18/2018	ROADS- CALCIUM CHLORIDE	6,319.41
		Invoice Count	1 Total	6,319.41
<b>Cheque 502698 Date 07/10/2018 Amount 980.41</b>				
000186 DELTA ELEVATOR COMPANY LTD	9178264	06/01/2018	TOWN HALL ELEVATOR MAIN	490.84
000186 DELTA ELEVATOR COMPANY LTD	9178265	06/01/2018	COMPLEX- ELEVATOR MAINT	489.57
		Invoice Count	2 Total	980.41
<b>Cheque 502699 Date 07/10/2018 Amount 108.00</b>				
002807 DENISE LOCKIE	5-31-2018	05/31/2018	REC ADMIN- MILEAGE	108.00
		Invoice Count	1 Total	108.00
<b>Cheque 502700 Date 07/10/2018 Amount 111.14</b>				
004484 EDUCATIONAL TOY OUTLET	104494	06/14/2018	DAY CARE- CRAFT SUPPLIES	111.14
		Invoice Count	1 Total	111.14
<b>Cheque 502701 Date 07/10/2018 Amount 350.94</b>				
000249 GREEN'S MEAT MARKET	14881	06/21/2018	DAY CARE- MEAT PRODUCTS	350.94
		Invoice Count	1 Total	350.94

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 06/21/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 502702</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>1,302.94</b>	
000274 HORTON'S DAIRY	12242	05/01/2018	BA-MR- DAIRY SUPPLIES	109.66
000274 HORTON'S DAIRY	12250	05/01/2018	EL- DAIRY SUPPLIES	49.87
000274 HORTON'S DAIRY	12276	05/01/2018	DAY CARE- DAIRY SUPPLIES	173.78
000274 HORTON'S DAIRY	12533	05/08/2018	EL- DAIRY SUPPLIES	38.14
000274 HORTON'S DAIRY	12559	05/08/2018	DAY CARE- DAIRY SUPPLIES	113.33
000274 HORTON'S DAIRY	12716	05/09/2018	DAY CARE- DAIRY SUPPLIES	126.48
000274 HORTON'S DAIRY	12803	05/15/2018	EL- DAIRY SUPPLIES	35.19
000274 HORTON'S DAIRY	12858	05/15/2018	DAY CARE- DAIRY SUPPLIES	59.07
000274 HORTON'S DAIRY	12901	05/22/2018	BA-MR- DAIRY SUPPLIES	118.44
000274 HORTON'S DAIRY	13105	05/22/2018	DAY CARE- DAIRY SUPPLIES	193.29
000274 HORTON'S DAIRY	13118	05/22/2018	EL- DAIRY SUPPLIES	26.34
000274 HORTON'S DAIRY	13373	05/29/2018	EL- DAIRY SUPPLIES	41.09
000274 HORTON'S DAIRY	13400	05/29/2018	DAY CARE- DAIRY SUPPLIES	218.26
Invoice Count 13 Total				1,302.94
<b>Cheque 502703</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>134,204.00</b>	
000322 JOE KERR LTD	1000003396	06/07/2018	FIRE- BATTERIES FOR VEHIC	547.25
000322 JOE KERR LTD	10000003470	06/21/2018	ROADS- GRANULAR A GRAVI	133,656.75
Invoice Count 2 Total				134,204.00
<b>Cheque 502704</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>649.75</b>	
000690 JULIE WHEELER	6-26-2018	06/26/2018	ADMIN- PAYROLL TRAINING	649.75
Invoice Count 1 Total				649.75
<b>Cheque 502705</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>48.47</b>	
004507 KELSEY STRONG	6-22-2018	06/22/2018	DAY CARE SUPPLIES	48.47
Invoice Count 1 Total				48.47
<b>Cheque 502706</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>1,153.60</b>	
000352 KITSUPPLY	147410	06/12/2018	DAY CARE- VINYL GLOVES	59.78
000352 KITSUPPLY	147562	06/19/2018	DAY CARE- JANITORIAL SUPI	523.43
000352 KITSUPPLY	147568	06/19/2018	COMPLEX- JANITORIAL SUPP	270.59
000352 KITSUPPLY	147706	06/26/2018	COMPLEX - JANITORIAL SUPI	299.80
Invoice Count 4 Total				1,153.60
<b>Cheque 502707</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>1,079.15</b>	
004735 LEGEND RECREATION SOFTWARE, INC	500115	06/12/2018	REC ADMIN- MONTHLY LICEN	1,079.15
Invoice Count 1 Total				1,079.15
<b>Cheque 502708</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>97.50</b>	
000372 LIFESAVING SOCIETY	161702	06/11/2018	AQUATICS- LIFEGUARD-POO	97.50
Invoice Count 1 Total				97.50
<b>Cheque 502709</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>165.60</b>	
004487 LISTOWEL BANNER	LBC0015683	06/03/2018	ADMIN- BUDGET MEETING AI	99.16

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 06/21/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004487 LISTOWEL BANNER	LBC0015768	06/03/2018	ADMIN- BUDGET MEETING AI	66.44
		Invoice Count	2 Total	165.60
<b>Cheque 502710</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>35.00</b>	
002521 LORI VADER	6-19-2018	06/19/2018	EL- WORKSHOP	35.00
		Invoice Count	1 Total	35.00
<b>Cheque 502711</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>168.20</b>	
000411 M.D. CHARLTON CO LTD	72660	04/23/2018	POLICE- BOOTS	168.20
		Invoice Count	1 Total	168.20
<b>Cheque 502712</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>39.36</b>	
000388 MAITLAND WELDING & MACHINING	11068	06/12/2018	PW- PARTS FOR 05-12	39.36
		Invoice Count	1 Total	39.36
<b>Cheque 502713</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>355.95</b>	
000420 MGM TOWNSEND TIRE	IN054098	06/18/2018	PW- DRY FLAT REPAIR- 10-24	355.95
		Invoice Count	1 Total	355.95
<b>Cheque 502714</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>67.05</b>	
004748 MICHAEL ROESS	6-20-2018	06/20/2018	FPO MILEAGE	67.05
		Invoice Count	1 Total	67.05
<b>Cheque 502715</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>186.45</b>	
000514 PLETCH ELECTRIC LTD	1000013340	06/18/2018	PW- INSTALL BANNER/CUT T	186.45
		Invoice Count	1 Total	186.45
<b>Cheque 502716</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>28.25</b>	
000559 R & S ALIGNMENT SERVICES	4206327	05/23/2018	LANDFILL- REPAIR TRACTOR	28.25
		Invoice Count	1 Total	28.25
<b>Cheque 502717</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>4,774.25</b>	
004814 RAMPART INTERNATIONAL CORP	R2018_5286	06/13/2018	POLICE- AMMUNITION	4,774.25
		Invoice Count	1 Total	4,774.25
<b>Cheque 502718</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>724.13</b>	
004569 RICOH	SCO91989596	05/31/2018	ADMIN/REC- COPIER RENTAL	520.32
004569 RICOH	SCO91989597	05/31/2018	POLICE- COPIER RENTAL/CO	51.87
004569 RICOH	SCO91989598	05/31/2018	DC/ESTC/FIRE- COPIER REN	151.94
		Invoice Count	3 Total	724.13
<b>Cheque 502719</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>270.93</b>	
000539 RINTOULS POOLS AND SPAS	69813	06/26/2018	POOL-MURIATIC ACID	270.93
		Invoice Count	1 Total	270.93

# Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 06/21/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 502720</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>51.51</b>	
002355 ROBERT'S FARM EQUIPMENT	P68826	06/14/2018	PW- GAUGE WHEEL BOSS	13.20
002355 ROBERT'S FARM EQUIPMENT	P68903	06/18/2018	PW- ELEMENT ASSY	38.31
		Invoice Count	2 Total	51.51
<b>Cheque 502721</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>519.18</b>	
002640 SCHMIDT'S POWER EQUIPMENT	27458	06/11/2018	CEMETERY - SPOOL	12.62
002640 SCHMIDT'S POWER EQUIPMENT	27503	06/14/2018	PARKS W- AUTO CUT SPOOL	25.24
002640 SCHMIDT'S POWER EQUIPMENT	27568	06/19/2018	CEMETERY- WEED TRIMMER	481.32
		Invoice Count	3 Total	519.18
<b>Cheque 502722</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>167.59</b>	
004330 SEPOY WIRING	12127	06/13/2018	PW-CHECK CAR CHARGING :	45.20
004330 SEPOY WIRING	12167	06/21/2018	DAY CARE- INSTALL PLUG	122.39
		Invoice Count	2 Total	167.59
<b>Cheque 502723</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>203.06</b>	
000620 SWAN DUST CONTROL LTD	5210122	06/19/2018	COMPLEX- MATS/MOPS	143.00
000620 SWAN DUST CONTROL LTD	5210133	06/19/2018	POLICE- MATS/MOPS	36.50
000620 SWAN DUST CONTROL LTD	5210138	06/19/2018	DAY CARE- MATS	23.56
		Invoice Count	3 Total	203.06
<b>Cheque 502724</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>67.80</b>	
000638 THE WORKSHOP	2171370	06/01/2018	PW- SAFETY T-SHIRTS	67.80
		Invoice Count	1 Total	67.80
<b>Cheque 502725</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>952.11</b>	
000738 TIM POOLE	6-18-2018	06/18/2018	POLICE- OACP MEETING	952.11
		Invoice Count	1 Total	952.11
<b>Cheque 502726</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>45.00</b>	
003544 TOWNSHIP OF PERTH EAST	657	06/14/2018	AQUATICS- POOL PROGRAM	45.00
		Invoice Count	1 Total	45.00
<b>Cheque 502727</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>33.90</b>	
002974 WADE SMITH	6-15-2018	06/15/2018	POLICE- HEMMING PANTS	33.90
		Invoice Count	1 Total	33.90
<b>Cheque 502728</b>	<b>Date 07/10/2018</b>	<b>Amount</b>	<b>79.10</b>	
000699 WINGHAM ADVANCE TIMES	4639852	05/09/2018	POLICE- EMERGENCY PREP/	79.10
		Invoice Count	1 Total	79.10
<b>Cheque 502729</b>	<b>Date 06/29/2018</b>	<b>Amount</b>	<b>25,561.20</b>	
004791 REALTERM ENERGY CORP.	785628	05/17/2018	STREETLIGHTS- COBRA FIN/	9,087.01
004791 REALTERM ENERGY CORP.	787290	06/01/2018	PW-DECORATIVE FIXTURES	14,291.26

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 06/21/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount
004791	REALTERM ENERGY CORP.	787296	06/01/2018	STREETLIGHT- INSTALL LED	2,182.93
				Invoice Count 3 Total	25,561.20
Report Total					183,824.88

## Accounts Payable

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

Cheque Date 06/16/2018 to 12/31/2018

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
<b>Cheque 900133 Date 06/18/2018 Amount 5,054.04</b>				
000294 HYDRO ONE NETWORKS INC	April 2018-1727	05/28/2018	36120 KWH- 60 LLOYD STREE	5,054.04
		Invoice Count	1 Total	5,054.04
<b>Cheque 900134 Date 06/20/2018 Amount 164.09</b>				
003224 HURONTEL	10886876-6-2018-S	06/01/2018	SEWGE PUMP STN- PHONE/II	96.35
003224 HURONTEL	10886877-6-1-2018-S	06/01/2018	SEWGE TRT PLT- INTERNET	67.74
		Invoice Count	2 Total	164.09
<b>Cheque 900135 Date 06/25/2018 Amount 97.40</b>				
002697 TUCKERSMITH COMMUNICATIONS CO	11286584-6-2018	06/01/2018	BL SEWGE TRT PLT- PHONE/	97.40
		Invoice Count	1 Total	97.40
<b>Cheque 900136 Date 06/27/2018 Amount 27.77</b>				
000687 WESTARIO POWER INC.	300254706	06/08/2018	0 KWH- SEWER SIPHON	27.77
		Invoice Count	1 Total	27.77
Report Total				5,343.30



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Kim Scholl (A) Director of Recreation  
**DATE:** 7/9/2018  
**SUBJECT:** Recreation Update 9/07/2018  
**ATTACHMENTS:** [Click here to enter text.](#)

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the Activity Report of the Acting Director of Recreation and Facilities, dated July 9, 2018 for information purposes.

### **EXECUTIVE SUMMARY**

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

### **DISCUSSION**

#### **Partnership projects between Alice Munro Library and the Township of North Huron Recreation Department.**

In January 2018 the Alice Munro library held nine "Community Conversations" at various locations in Wingham, as well as, conducted numerous street interviews with residents. The purpose of these conversations was to streamline the libraries services and to be more community minded. Through these conversations it was found that there was lack of awareness of community events, programs and activities in Wingham and the surrounding area. The Alice Munro library, Huron County Library and the North Huron Recreation Department have formed a partnership and the first initiative is developing a "Community Calendar". The calendar will be created by library staff using the North Huron website event calendar as a resource. The Community Calendar will display both the North Huron and Huron County Library's logos. Distribution will occur by a newsletters, posters, social media and email.

#### **Wingham RC Jets Rally 2018-10<sup>th</sup> Annual**

An amazing display of radio controlled jets in action with speeds up to 320km /hour.

This event is happening on July 21 & 22 at the Richard W. Levan Airport. The event is \$10 per car and refreshments are available for purchase. Saturday July 21 is 9am-4pm and Sunday July 22 is 9am-2pm. If you plan on attending please let Denise know to organize a personal tour of the event.

#### **Summer Aquatic & Fitness Schedules are available on line.**

#### **North Huron Day Camp Blog-New**

This summer parents will be able to follow the activities of day campers throughout the week by checking the following link <https://northhuroncamp.edublog.org/>. The blog will include pictures of crafts, sports or favorite activities and experiences that day campers have had at day camp. The blog will replace the paper copies of the day camp parent newsletter and will also be used by the day

camp supervisor as a communication tool for any changes or updates that will be happening throughout the week (ie. change of location for camper pick up).

**FINANCIAL IMPACT**

N/A

**FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

Our Community is Healthy and Safe

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



Kim Scholl, Acting Director of  
Recreation and Facilities



Dwayne Evans, CAO





## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Marty Bedard, Fire Chief  
**DATE:** 03/07/2018  
**SUBJECT:** Update on New Fire Regulations  
**ATTACHMENTS:** None

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the report from the Fire Chief of North Huron, dated July 9, 2018 regarding new fire regulations for information purposes.

### **EXECUTIVE SUMMARY**

The Ministry of Community Safety and Correctional Services has approved 3 regulations that will come into force over the next two years under the Fire Protection and Prevention Act (FPPA)

In early March Deputy Chief Matt Townsend submitted a report notifying Council of the 3 regulations and comments were submitted on behalf of the Township. Over 400 comments from Fire Departments and Municipalities were received.

The 3 new regulations are:

- 1) Mandatory Certification and Training for Firefighters
- 2) Community Risk Assessments to form the delivery of fire protection services
- 3) Public Reporting on Fire Department Response Times

### **DISCUSSION**

On May 8, 2018, the Minister of Community Safety and Correctional Services announced that the three new regulations under the Fire Protection and Prevention Act (FPPA) have been filed and will come into force over the next two years.

The final versions of these regulations had a few changes to them based on the comments received. One comment that everyone asked for was funding and no commitment was made by the government sitting at the time of this announcement.

Below is an overview of these regulations:

#### **Mandatory Training and Certification for firefighters**

- Grandfathering was reopened and applications are due to the OFMEM on September 30, 2018. All the same rules and regulations that applied in 2014 will apply in 2018.
- July 1, 2019 is the date that certification of new hires for Public Educators, Suppression Firefighters and Pump Operators is required (original date proposed was Jan. 1, 2019).
- January 1, 2020 is the date that certification is required for Fire Inspectors, Officers, Instructors, Dispatchers, Investigators and HazMat personnel. (No change from draft regs)
- January 1, 2021 is the date for mandatory certification for Technical Rescuers (confined space, ice, rope, water, trench and vehicle). This date was moved back 1 year from original date proposed.

### Community Risk Assessments

- The implementation date was moved from Jan. 1, 2019 to July 1, 2019.
- This regulation requires all municipalities to undertake a standardized risk assessment that will be used to form the development of municipal fire protection services.
- A full risk assessment must be completed every 5 years, with monitoring and reviewing conducted annually.
- While this regulation comes into force on July 1, 2019, municipalities have 5 years from that date to complete a community risk assessment.
- Guidelines, templates and support will be provided to municipalities by the OFMEM.
- The clause about knowing if all buildings in the municipality are compliant with the fire code was changed. The Building Stock profile will include the types of buildings in the community, the uses of the buildings in the community, the number of each type, the number of buildings of each use and any building related risks known to the fire department.

### Public Reporting on Fire Department Response Times

- The implementation date did not change for this regulation and remains January 1, 2020.
- The Standard Incident Reporting System will be reviewed before the regulation comes into force. The SIR review will also include work to define "Fire Department Unit" as referenced in the regulation.

### **FINANCIAL IMPACT**

The Mandatory Certification Regulation will have most of the financial impact on the FDNH budget. Some extra training will be required for current positions within the department and moving forward new recruits will be required to be certified within 2 years of joining. The two other regulations will have very little financial impact but will increase the administrative work load.

### **FUTURE CONSIDERATIONS**

FDNH personnel will be grandfathered to the proper level of certification under the current rules set out in this process.

One comment repeated many times by the fire departments and municipalities was the need for financial assistance from the government. No commitment was made from the government that approved these changes. The local Fire Chiefs and the Ontario Association of Fire Chiefs will continue to lobby the new provincial government for financial assistance.

Deputy Chief Kregar and Training Officer Hodgkinson will be working towards an in-house training program that will possibly ease some financial impacts on the budget.

### **RELATIONSHIP TO STRATEGIC PLAN**

Goal 3 – Ensure our community is healthy and safe.

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



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Marty Bedard, Fire Chief



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Dwayne Evans, CAO



Richard,

With regard to the request from North Huron Council to amend the Blyth Tim Horton's site plan to remove the raised mountable curb - the request was brought to Council July 3rd but Council supported staff's direction which was to leave the curb as is as staff contend that removing it will only increase issues in the parking area and with regard to accessing Cty Rd 25.

Steve

Steven Doherty  
CAO /Deputy Clerk/Deputy Treasurer  
Municipality of Central Huron



**CORPORATION OF THE MUNICIPALITY OF SOUTH HURON**  
**OFFICE OF THE MAYOR**

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June 20, 2018

Mr. Chris Froggatt, Transition Chair to Premier Designate Doug Ford.  
Legislative Assembly of Ontario, Whitney Block  
99 Wellesley St W  
Toronto, ON  
M7A 1A2

Dear Mr. Froggatt.

On behalf of the Municipality of South Huron, I am pleased to offer my congratulations to Premier Designate Doug Ford on his recent election and look forward to working with him and his government moving forward.

As you are aware, Ms. Lisa Thompson was elected for a third consecutive term as our MPP for Huron-Bruce.

Lisa has a strong track record in supporting and/or participating in a number of community and agricultural organizations. Lisa has been a strong voice for Huron-Bruce and has been a great support to South Huron.

As a result of her expertise, knowledge and understanding of rural Ontario and her commitment to rural issues, our Council is unanimous in its view that Lisa would be an excellent choice to be the Minister Agriculture Food and Rural Affairs.

On behalf of Council and our community, I would like to extend and open invitation to the Premier Designate to come to South Huron to experience all we have to offer as a leading rural community in Ontario

Respectfully,

Mayor Maureen Cole MHA, BA, RN  
Municipality of South Huron  
[m.cole@southhuron.ca](mailto:m.cole@southhuron.ca)  
519-630-2891

cc. All Municipalities in Huron-Bruce  
Lisa Thompson, MPP Huron Bruce

Hello Sean:

We would like to remind you of a few things that you should keep in mind when making your presentation to Council about the dam and pond issue on July 9th, as follows.

1. **In its March 30, 2015 letter, after considerable study, B. M. Ross & Associates estimated that the old portion of the Dam could be repaired at a cost of \$460,000 plus tax.**
2. A stability analysis of the Dam should have included investigation of the foundation as the first priority because, as you know, if the foundation of a structure is questionable, that puts the entire structure at risk. Accordingly, we certainly hope **you are not suggesting paying KGS extra to undertake a foundation investigation**, as that should have been included in the original proposal.
3. There is definite **opportunity to generate electrical power at the Howson Dam site** as detailed in the minutes of our committee meetings back when your predecessor's predecessor, Kelly Church, was attending those meetings. This would allow the Dam to **create income for the Township** unlike most infrastructure projects.
4. In order to address the current unsightly condition of the River, we hope you are planning to **install the logs in the new section of the Dam as soon as possible** after the Council meeting.

We feel these items are **critical information** and should be put forward to Council for consideration.

If you have any questions about these items or if you need back-up information for any of them, please give me or Rennie a call. My cell number is 357-6192 and Rennie's is 531-1950.

Best Regards,  
Andy McBride for the Save the Pond and Dam Citizens Committee

## Consent Report – File Numbers C38/18 & C39/18

Owners: Schilder Organics Ltd.	Date: 5 July 2018
Applicant: Scott Patterson c/o Labreche Patterson & Associates Inc.	
Property Address: 39705 Belgrave Road and 39791 Belgrave Road	
Property Description: Part Lot 40 and Part Lot 41, Concession 8, East Wawanosh, Township of North Huron	

**Recommendation:** That provisional consent be:

- X granted with conditions (attached)  
deferred  
denied (referred to the committee of the whole for a decision)

### Purpose:

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

**File C38-18**

Area Severed: 19.4 ha (47.9 acres)	Official Plan Designation: Agriculture, Natural Environment- Limited Protection	Zoning: General Agriculture (AG1), Natural Environment- Limited Protection (NE2)
Area Retained: 44.6 ha (110.3 acres) (38 ha + 6.6 ha)	Official Plan Designation: Agriculture, Natural Environment- Limited Protection	Zoning: General Agriculture (AG1), Natural Environment- Limited Protection (NE2)
<b>File C39-18</b>		
Area Severed: 18.7 ha (46.1 acres)	Official Plan Designation: Agriculture, Natural Environment- Limited Protection	Zoning: General Agriculture (AG1), Natural Environment- Limited Protection (NE2)
Area Retained: 32.1 ha (79.3 acres)	Official Plan Designation: Agriculture, Natural Environment- Limited Protection	Zoning: General Agriculture (AG1), Natural Environment- Limited Protection (NE2)

**Review:** This application:

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

**Agency/Public Comments:**

	Not Received	No Concerns	See Conditions
Huron County Public Works		X	
Maitland Valley Conservation Authority		X	
Neighbours/Public	X		

## Consent Report – File Numbers C38/18 & C39/18

### Additional Comments:

The subject properties are designated Agriculture and Natural Environment- Limited Protection in the North Huron Official Plan. The purpose of the consent is to sever two existing farms into multiple parcels and create three farms from the subject lands through the severing and merging of farmland. As these two consent applications rely on the success of each other to create the three farms, they are being reviewed together in a joint report.

*Figure 1: Consent File C38-18 subject lands (red outline) and Consent File C39-18 subject lands (blue outline)*

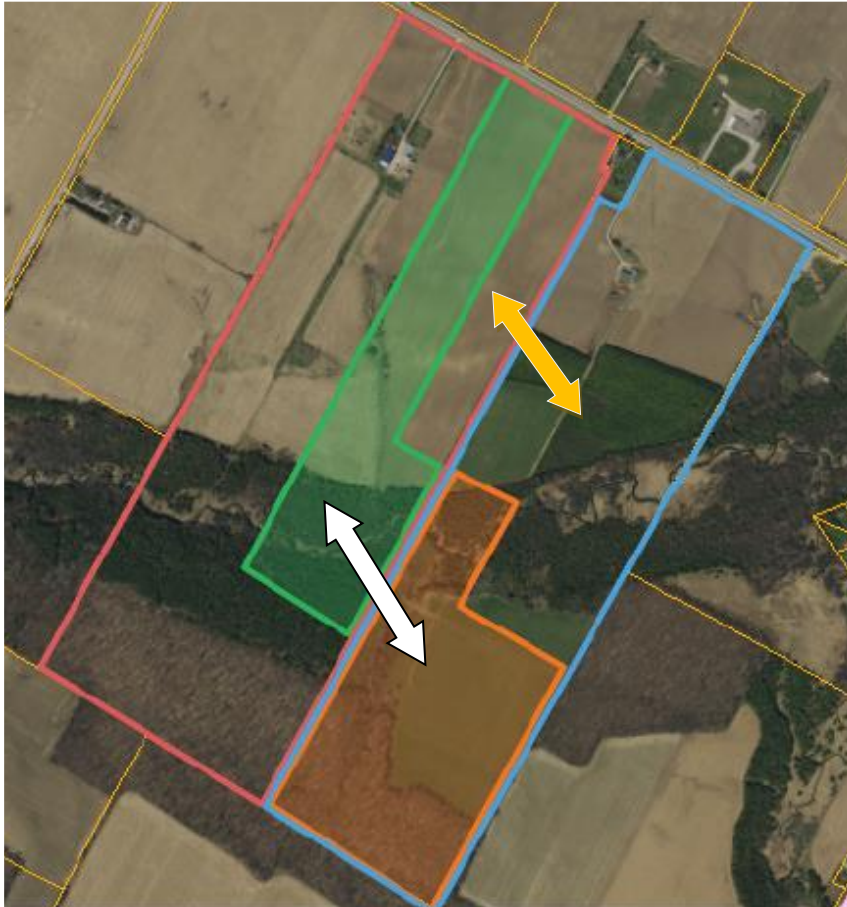


The proposed severed parcel for Consent File C38-18 is 19.4 ha (47.9 acres)), zoned General Agriculture (AG1) and Natural Environment Limited Protection (NE2), and is vacant land used for agriculture purposes. The severed land is proposed to merge with the severed land in Consent File 39-18 to create one new farm. The west retained parcel is 38 ha (94 acres) on one side of the severed parcel and will remain its own separately titled farm. It is zoned General Agriculture (AG1) and Natural Environment Limited Protection (NE2), and has an existing single dwelling, livestock barn, multiple sheds, and grain bins. The other retained portion on the east side of the severed lands is 6.6 ha (16.3 acres), zoned General Agriculture (AG1) and Natural Environment Limited Protection (NE2), is vacant farmland, and is proposed to merge with the retained land for the abutting farm that is also being severed.

The proposed severed parcel for Consent File C39-18 is 18.7 ha (46.1 acres), zoned General Agriculture (AG1) and Natural Environment-Limited Protection, and is used for agriculture purposes. The severed portion for this farm is proposed to be merged with the severed lands for Consent File C38-18. The retained parcel is 32.1 ha (79.3 acres), is zoned General Agriculture (AG1) and Natural Environment Limited Protection (NE2), and has an existing barn and shed. This retained land is proposed to merge with the east retained lands (size 16.3 acres) for Consent File 38-18. Figure 2 demonstrates the proposed severed and retained lands and plan to merge them to create three separate farms along Belgrave Road. Figure 3 shows the proposed result of the three farms.



Figure 2: Proposed severed and retained lands for Consent Files C38-18 & C39-18



Red outline is subject lands for C38-18, severed land is green. Green is proposed to merge with orange, indicated by white arrow.

Blue outline is subject lands for C39-18, severed land is orange. Orange is proposed to merge with green. Retained lands are proposed to merge with small east retained lands for C38-18 (outlined in red), indicated by yellow arrow.

#### Official Plan Policies

Section 11.3.1.1 of the North Huron Official Plan allows severances in an Agriculture designation for the purposes of maintaining long-term flexibility for agricultural uses and creating viable farms. A policy in Section 11.3.1 of the Official Plan states that the criteria for a severance in an agriculture area is:

- The proposed operation must be an agriculture operation either by itself or in conjunction with other lands owned by the operator;
- Agriculture must be the intended use of the lands being conveyed; and
- A minimum lot size of 38 hectares.

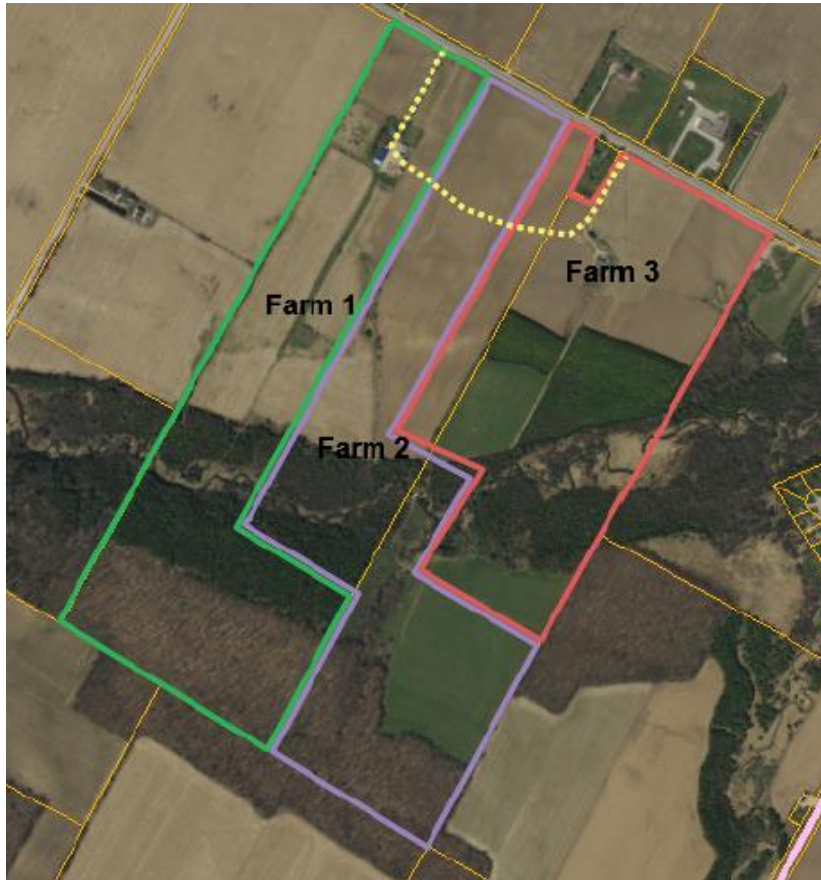
The proposed severances meet the intent of the Agriculture land division policies because the simultaneous approval of each consent application and subsequent merging would result in three farm parcels that each meet the minimum lot size to satisfy the policy and all three will have agricultural uses. It is therefore a recommended condition that the severed and retained lands are merged as indicated in Figure 2, to meet the minimum lot sizes and avoid creating lots that are undersized or do not front onto a public road. The North Huron Official Plan encourages flexibility for farm operators to engage in differing types, sizes and intensities of agricultural operations.

### Consent Report – File Numbers C38/18 & C39/18

The North Huron Official Plan also states that an agricultural severance application will be subject to the applicable minimum distance separation requirements. Currently there is a livestock barn under construction on 'Farm 1'. The required Minimum Distance Separation was calculated for both Farm 2 and 3 using a similar sized barn with the same nutrient unit amount. The two proposed farms satisfied that they contain area suitable for the construction of a future livestock barn to meet the MDS required from the lot lines, neighbouring houses and the settlement area of Belgrave.

These applications conform to the North Huron Official Plan and its consent policies for a severance in an agricultural area.

Figure 3: Proposed result of Consents C38-18 and C39-18 with three farms



#### *Zoning By-law Provisions*

The subject land is currently zoned General Agriculture (AG1) and Natural Environment Limited Protection (NE2). The proposed agricultural uses and accessory uses for the retained and severed lands are permitted uses in the AG1 zone. The size of the retained lands for Farm 1 (west retained lands for Consent C38-18) is deemed to comply with the provisions for minimum lot area in the zoning by-law as per Section 4.4 (38 hectares minimum, inclusive of the NE zone). When the proposed severed lands are merged with the abutting farms for both severance applications, they will meet the minimum lot area for an AG1 zoned property, as per Section 4.9 New Agricultural Holdings.

## Consent Report – File Numbers C38/18 & C39/18

Figure 4: Site photo of 39705 Belgrave Road, subject lands of C38-18



### Comments Received

Comments received from the Huron County Public Works Department stated they do not have concerns for the proposed severances; the owner has identified that they intend to maintain the current two entrances and utilize a circular driveway across all three properties and therefore does not require a new entrance at this time for the new middle farm. The proposed driveway is shown on Figure 3 in yellow. County Public Works commented that should an access be requested for the middle farm (Farm #2) in the future, they do not anticipate concerns with granting an entrance based on spacing and sightlines.

Comments received from the Maitland Valley Conservation Authority stated that the subject lands contain river valley, which is identified as hazard lands prone to erosion and flooding. They noted that there is sufficient room on each of the three lots to locate future development outside of any identified hazard lands; future development should also be located outside of the regulated area. The applications are in conformity with the policies in the Provincial Policy Statement and they do not have concerns.

There were no comments received from members of the public during circulation. This report is written in advance of the meeting and further comments may arise at that time.

Figure 5: Site photo of 39791 Belgrave Road, subject lands of C39-18



### Recommended Conditions (denoted by X)

#### Expiry Period

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

#### Municipal Requirements

### **Consent Report – File Numbers C38/18 & C39/18**

- X All municipal requirements be met to the satisfaction of the Township including servicing connections if required, property maintenance, compliance with zoning by-law provisions for structures, and any related requirements, financial or otherwise.
- X Section 65 of the Drainage Act to be addressed to the satisfaction of the Township.

#### **Survey**

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

#### **Merging**

- X The severed land for Consent C38-18 merge on title with the abutting severed land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended, and further that the east retained lands for Consent C38-18 merge on title with the abutting retained land for Consent C39-18 to the east upon issuance of the certificate under Section 53(42) of the Planning Act, RSO 1990, as amended.
- X A firm undertaking be provided to the satisfaction of the County from the solicitor acting for the parties indicating that:
  - a) the severed land for C38-18 and the abutting severed property to the east for Consent C39-18 will be consolidated into one P.I.N. under the Land Titles system; and
  - b) the east retained land for Consent C38-18 and retained land for Consent C39-18 will be consolidated into one P.I.N. under the Land Titles system; or
  - c) where consolidation is not possible as the parcels to be merged are registered in two different systems (e.g. the Registry or Land Titles system), a notice will be registered in both systems indicating that the parcels have merged with one another and are considered to be one parcel with respect to Section 50 (3) or (5) of the Planning Act, R.S.O. 1990, C P.13 as amended.
- X Section 50(3) of the Planning Act, RSO 1990, as amended, applies to any subsequent conveyance or transaction of the severed land.

#### **'Original Signed By'**

\_\_\_\_\_  
Laura Simpson  
Planner



# Severances C38-2018 & C39-2018

*Part Lot 40 & 41, Concession 8, East  
Wawanosh*

*39705 Belgrave Road and 39791 Belgrave  
Road*

*9 July 2018*



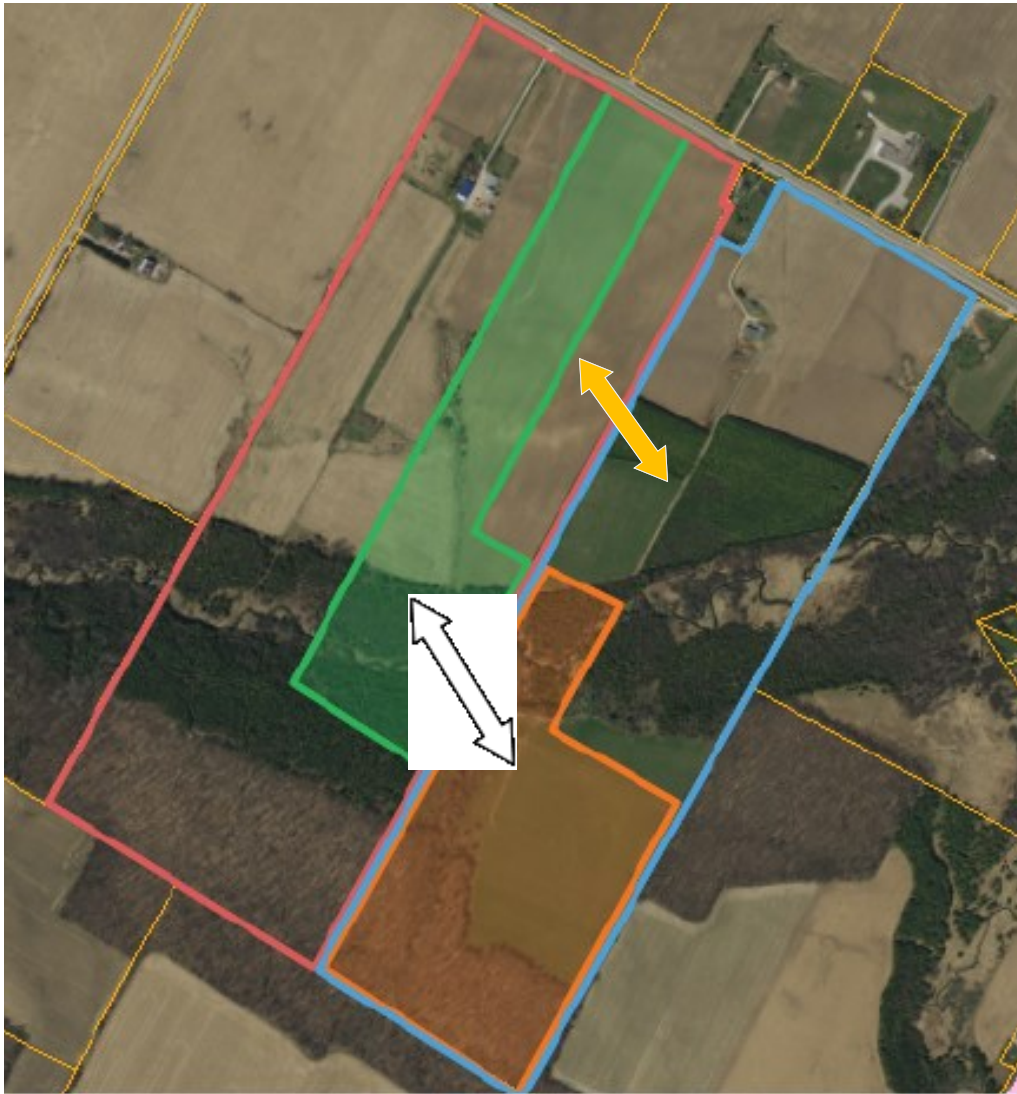


C38-18, 39705 Belgrave Road

C39-18  
39791 Belgrave Road

# Comments Received

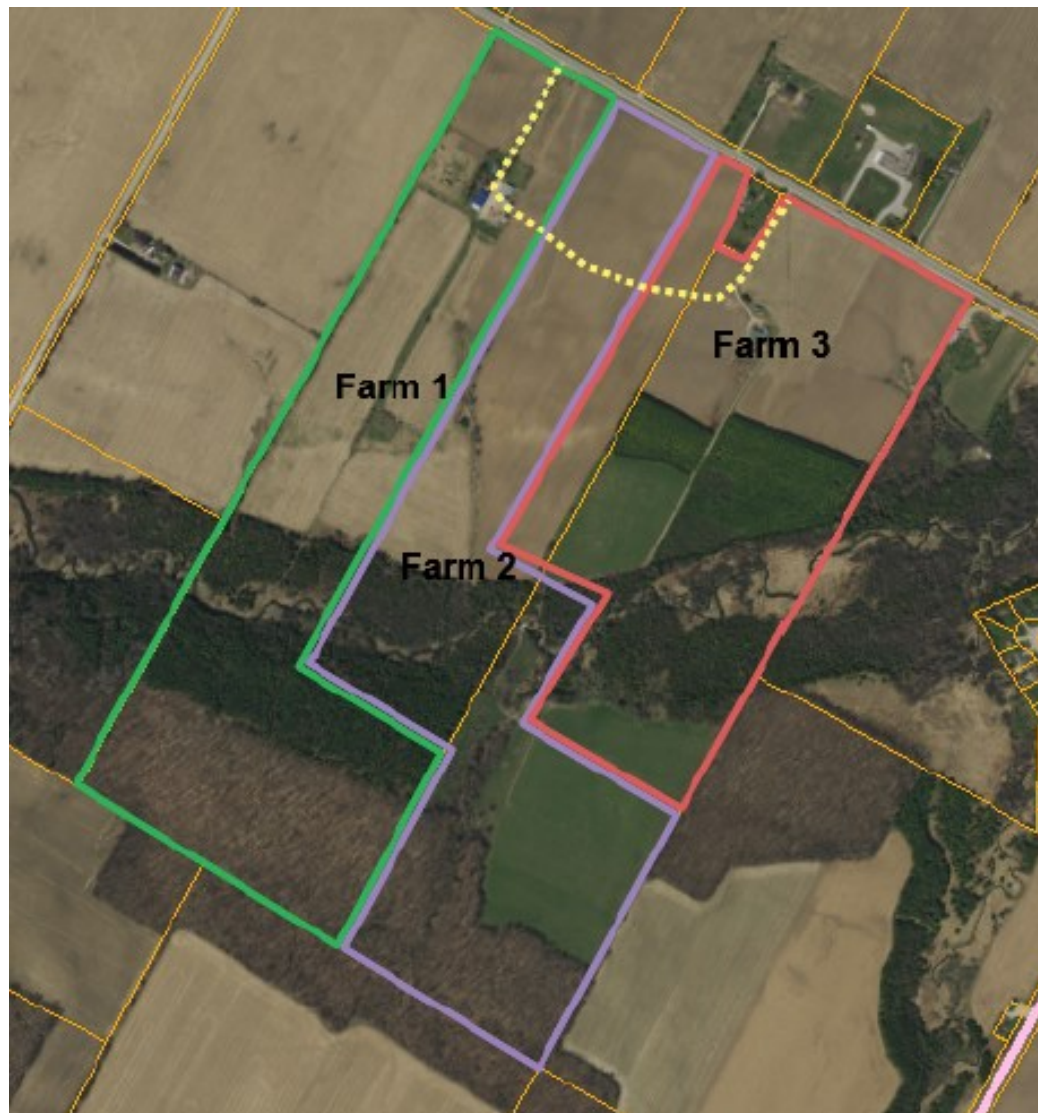
- No comments from the public were received during the circulation period
- Comments from the Huron County Public Works Dept stated they do not have concerns for the proposed severances and should an access be requested in the future, they do not anticipate concerns with granting an entrance based on spacing and sightlines.
- Comments received from the Maitland Valley Conservation Authority identified the subject lands contain river valley but there is sufficient room on each of the three lots to locate future development outside of any identified hazard lands.



*Red outline is subject lands for C38-18, severed land is green. Green is proposed to merge with orange, indicated by white arrow.*

*Blue outline is subject lands for C39-18, severed land is orange. Orange is proposed to merge with green. Retained lands are proposed to merge with small east retained lands for C38-18 (outlined in red), indicated by yellow arrow.*

















# Planning Recommendations

- It is recommended that Consent C38-2018 be recommended for approval with recommended conditions
- It is recommended that Consent C39-2018 be recommended for approval with recommended conditions



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White, Director of Finance  
**DATE:** 09/07/2018  
**SUBJECT:** Insurance RFP Results  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the report from the Director of Finance in regard to the Insurance RFP # 01-2018 for the Township of North Huron;

AND FURTHER THAT, the Council accepts the proposal from AON Reed Stenhouse Inc. to provide a General Insurance and Risk Management Program for the Corporation of the Township of North Huron for the term of January 1, 2019 to January 1, 2020 in the amount of \$118,878.00 plus taxes;

AND FURTHER THAT the Cyber/Breach Response option be accepted and added to the Township insurance coverage.

### **EXECUTIVE SUMMARY**

The last Insurance RFP was conducted in 2011 with an effective date of January 1, 2012. BFL Canada was the successful firm at that time and has provided the Township with insurance coverage on an annual basis since 2012. The current policy expires on January 1, 2019.

The insurance RFP process was undertaken and completed in advance of July 27, 2018 when the 'Lame Duck' provision of council could take place. The 2018 Insurance Premium with BFL Canada was \$169,401.00 plus taxes of \$11,975.60 for a total of \$181,376.60.

### **DISCUSSION**

RFP #01-2018 which provided for a General Insurance and Risk Management Program for the Corporation of the Township of North Huron was issued on May 18, 2018 with a due date of June 15, 2018. The RFP along with Addendums 01 & 02 were sent to four major municipal insurance companies and posted on the Township web site. The effective term is January 1, 2019 to January 1, 2020. This term may be extended subject to satisfactory price, performance and service. The RFP was based on the current insurance provisions and included inventory schedules for property, machinery and equipment, and fleet.

The RFP outlined the evaluation criteria as follows:

Evaluation Criteria
Completeness of submission and project appreciation
Experience
Services Offered
Proponent's Financial Statements/Stability
References (Minimum 3)
Price

Four submissions were received by the due date on June 15, 2018. The RFP's were opened on June 18, 2018 at 4:00 p.m. by the Director of Finance and the CAO.

Positive References were received for all four companies. There were some minor deviations and enhancements offered by the various proponents. In addition, the companies offered various value added services such as risk management. These value added services were considered as part of the scoring process. All applicable proposals included a Transition Plan.

The prices submitted are as follows:

AON Reed Stenhouse Inc.	\$118,878.00
BFL Canada	\$134,425.00
Frank Cowan	\$164,952.00
Jardine Lloyd Thompson Canada Inc.	\$119,709.00

Note: Excluding Taxes

#### AON Proposal

Coverages presented in the AON proposal followed the requirements outlined in the RFP. The proposal review took into account program enhancements and variations. The AON enhancements were considered by staff to be beneficial to the Township given the wide range of services and programs offered by North Huron.

One of the reference municipalities supplied by AON, had their RFP proposals reviewed and evaluated by an independent firm providing insurance consulting services. This firm recommended AON as the successful proponent and the municipality has been pleased with the services provided.

AON is a worldwide company that manages the insurance and risk portfolio of over 700 municipalities in Canada. Nationally AON has developed an airport liability program which provides risk management and insurance services to over 350 airports in Canada.

AON has committed to smooth transition and their goal is to make the process as easy as possible for their clients. They offer a number of Risk Management Services including seminars and workshops. They will conduct a half day risk assessment workshop to assist in identifying some the Township's top risks. As well, they will deliver a minimum of 2 training sessions per year on mutually agreed upon topics and will offer a full day driver training program for motor vehicle fleet operations.

Currently the airport owners/operators insurance for the Richard LeVan Airport is purchased through McDonagh Insurance Brokers. The coverage is provided by AON Risk Solutions and the current policy period is from April 1, 2018 to April 1, 2019. Prior to the next renewal date, staff will investigate the possibility of including this coverage with the rest of the AON municipal coverage for the January 1/2019 start date.

One of the options outlined in the proposal is for Cyber/Breach Response which is available at an additional premium of \$5,595.00 plus taxes. Cyber threats are an increasing concern and staff are recommending that this option be accepted.



**FINANCIAL IMPACT**

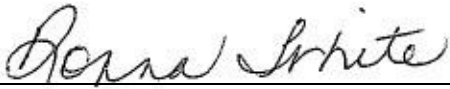
The current insurance expense included in the 2018 Budget is \$169,401.00 plus taxes and therefore this proposal will result in savings of \$50,523.00 plus taxes for the 2019 Budget. If Council accepts the staff recommendation and includes cyber coverage, the total savings would be \$44,928.00 plus taxes.

**FUTURE CONSIDERATIONS**

The effective date is January 1, 2019 and the total amount will be included in the 2019 budget.

**RELATIONSHIP TO STRATEGIC PLAN**

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



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Donna White, Director of Finance



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Dwayne Evans, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sean McGhee  
**DATE:** 09/07/2018  
**SUBJECT:** Topsoil Screener Procurement  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

**THAT** the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9<sup>th</sup>, 2018 regarding the procurement of one (1) topsoil screener for information;

**And Further That** Council authorizes the purchase of one (1) CMP Multi-Purpose Screener, in the amount of \$6,499.<sup>00</sup> plus applicable taxes from CM Precision Machining and Welding.

### **EXECUTIVE SUMMARY**

The Public Works department uses approximately 220 cubic meters of screened topsoil annually. This material is used for a variety of tasks throughout the municipality. The existing unit has long exceeded its expected service life and will require extensive repairs before being returned to service.

Three quotes were obtained using the informal purchasing process identified in the existing procurement policy. The quotes received were as follows:

- CM Precision - \$6,499.<sup>00</sup>
- Creative Customs - \$8,000.<sup>00</sup>
- IDM - \$13,000.<sup>00</sup>

It is important to note that there is very little standardization with this type of equipment. The unit being recommended was selected for its simplicity in design, low price and two-year warranty.

### **DISCUSSION**

The current process for screening of topsoil requires that material be hauled to the screening area found adjacent to the Wingham Cemetery, processed, and then hauled to various destinations within the Township.

The CM Precision Multi-Purpose Screener is designed to be mobile and will potentially reduce operational time loss associated with transportation of material.

### **FINANCIAL IMPACT**

Current price for topsoil is approximately \$22.00 per cubic yard which represents a cost of greater than \$4,800.00 per annum.

The funds will be drawn from the Public Works annual operating budget.

### **FUTURE CONSIDERATIONS**

None at this time

### **RELATIONSHIP TO STRATEGIC PLAN**

This project relates to **Goal No. 4** of the Strategic Plan in that the administration is fiscally responsible and strives for operational excellence,



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Sean McGhee, Director of Public Works



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Dwayne Evans, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sean McGhee  
**DATE:** 09/07/2018  
**SUBJECT:** Development Standard Relief Request  
**ATTACHMENTS:** GJAJ Holdings Ltd. letter to North Huron Council – Standards Relief

---

### **RECOMMENDATION:**

**THAT** the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9<sup>th</sup>, 2018 regarding a request for relief from portions of the North Huron Development Standards as submitted by GJAJ Holdings Limited for information;

**And Further That** the staff recommendations identified in this report be adopted.

### **EXECUTIVE SUMMARY**

At the June 18<sup>th</sup> Regular Meeting of Council, Staff Report OPS 2018-27 was presented to Council and introduced a cross sectional design standard for both Urban and Suburban developments. The Report was received and the standard adopted through Resolution M307/18.

At the same meeting, a request for relief from some aspects of the development standards was received from GJAJ Holdings Ltd. in relation to the proposed Blyth Subdivision Development.

Staff met with Bruce Potter of BM Ross to discuss the requests and determined that some requests would be permissible without compromising the intent of the Standard.

### **DISCUSSION**

#### **Section 3.1 – Roads**

*Development Standard - "Minimum road asphalt width shall be 8.5 metres."*

**Relief Request** – GJAJ Holdings proposes to construct the roadways in this development using an asphalt width of 8.0m.

**Staff Recommendation** - *Review of this proposal was undertaken with Bruce Potter of BM Ross. Given the location, curb design and anticipated traffic volume to be generated within this development, a reduction in required road width to 8.0 meters is reasonable. This road width still permits two lanes of traffic and one lane of permissible parking.*

#### **Section 3.4 – Road Construction**

*Development Standard - "Road subdrains shall be provided in accordance with OPS 405.05..."*

**Relief Request** - For this development, GJAJ Holdings is proposing to install 100mm dia. subdrains only in areas where the proposed road grade is less than 2%. (Note: it has been further proposed that the developer will follow their geotechnical consultant's recommendations for stubs upstream and downstream in all locations where the road grade is greater than 2%, and full sub-drain where the grade is less than 2%.)

**Staff Recommendation** – *The recommendation from the geotechnical consultant is acceptable.*

#### Section 3.6 – Curbs

*Development Standard - “Concrete curb and gutter, of cross-section approved by the Municipal Engineer, shall be provided along all edges of paved roadway surface.”*

**Relief Request** - Consistent with a typical road cross section commonly found in a small village, GJAJ Holdings is proposing to omit concrete curb and gutter on the new streets.

**Staff Recommendation** - *It is our position that the curb and gutter are essential in the construction of a sound, long lasting road structure. The curb and gutter serve to protect the edge of the asphalt from breaking away under load, potentially protects the boardwalk area from damage, and directs overland flow of surface water. Although it has been previously noted that there are urban roads within North Huron that do not have concrete curb and gutter, these features will be considered and added where viable during full road reconstruction projects.*

#### Section 3.7 – Sidewalks

*Development Standard - “A 1.5 metre sidewalk shall be constructed on one side (minimum) of each street within the development.”*

**Relief Request** – GJAJ Holdings is proposing to omit sidewalks within the development.

**Staff Recommendation** - *The sidewalk should be required and included in all new developments as a matter of public safety.*

#### Section 4.9 – Private Drain Connections

*Development Standard - “Private storm service connections (PDC) are required for all lots or units in the new development.”*

**Relief Request** – GJAJ Holdings is proposing to not install storm service laterals to each lot and instead have sump pumps discharge to the surface.

**Staff Recommendation** - *Staff does not have any concern with this proposal providing that all discharges be routed to the back of each property in order to protect driving and walking surfaces from issues associated with freeze / thaw.*

#### Appendix ‘B’, Section B – Lot Grading, 3.0 Lot Grading Design

*Development Standard - “The maximum length of a rear yard swale between outlets shall be 90 metres.”*

**Relief Request** – GJAJ Holdings is proposing greater spacing to reduce the number of rear yard catch basins and storm leads and therefore eliminating the need for some side yard easements.

**Staff Recommendation** - *Staff does not have concern with this proposal and recommends acceptance by Council under these specific conditions.*

#### **FINANCIAL IMPACT**

The application of development standards will help to reduce the long term financial impact to the municipality.

### **FUTURE CONSIDERATIONS**

None at this time.

### **RELATIONSHIP TO STRATEGIC PLAN**

This project relates to **Goal No. 4** of the Strategic Plan in that the administration is fiscally responsible and strives for operational excellence,



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Sean McGhee, Director of Public Works



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Dwayne Evans, CAO



May 25, 2018  
Our File: 317038-1

Township of North Huron  
P.O. Box 90, 274 Josephine Street  
Wingham, Ontario N0G 2W0

Attention: Mr. Dwayne Evans  
Chief Administrative Officer

Re: GJAJ Holdings Ltd.  
Rutledge Subdivision, Blyth  
Deviation from Township Standards

Dwayne,

Thank you for meeting with us regarding the proposed GJAJ Holdings plan of subdivision in Blyth. As noted at that meeting by the owner, Mr. Gary Rutledge, we would like to request deviations from the Township's *Draft* Development and Servicing Guidelines, as is permitted by Section 1.10. While we understand why the standards are in place, adhering to them in a small development in a community like Blyth produces a design that is not feasible to construct based on the projected value of a serviced residential lot.

The particular sections of the guidelines we would like to request relief and/or deviation from are as follows:

#### Section 3.1 – Roads

*“Minimum road asphalt width shall be 8.5 metres.”*

- We propose to construct the roadways in this development using an asphalt width of 8.0m. We submit that roads of 8.5m in width are necessary only in higher volume developments. 8.0m width roadways are in common use in small subdivisions and local residential streets, and are more than sufficient for the expected traffic volumes and uses.
- We also note that North Huron's draft standards mandate a 20.0m right-of-way width at a minimum. However, 18.0m rights-of-way are in relatively common use in Ontario for small developments, and would have been more than sufficient for this subdivision. Designating more land than we believe necessary to the road right-of-way has deprived the owner of saleable lands. While we are not requesting a reduction in the right-of-way width, we are suggesting that the proposed reduction in asphalt width would be a fair compromise in this case given the loss of saleable property.

#### Section 3.4 – Road Construction

*“Road subdrains shall be provided in accordance with OPS 405.05...”*

- This statement has typically been interpreted to mean that subdrains are required for the full length of each and every street. However, we note that OPS 405 does not require subdrains for the full length, nor does North Huron's standards mandate the use in this manner either. In general, subdrains are only required where road grades are relatively flat and/or soil conditions warrant additional drainage. For this development, we proposing to install 100mm dia. subdrains only in areas where the proposed road grade is less than 2%.

### Section 3.6 – Curbs

*“Concrete curb and gutter, of cross-section approved by the Municipal Engineer, shall be provided along all edges of paved roadway surface.”*

- Consistent with a typical road cross section commonly found in a small village, we are proposing to omit concrete curb and gutter on the new streets. While it has been postulated that curb and gutter provide for a longer asphalt life, we know of no evidence which supports this assumption on low volume roads. For a small development such as is proposed, curb and gutter will likely have no appreciable impact on the life of the paved road surface. Road drainage will continue to be provided by on-street storm sewers with catch basins, and the omission of curbs will not be detrimental to the overall drainage of this development.

### Section 3.7 – Sidewalks

*“A 1.5 metre sidewalk shall be constructed on one side (minimum) of each street within the development.”*

- We are proposing to omit sidewalks within the development. Currently, no sidewalk inter-connectivity exists. There are no sidewalks on North Street, and there are no sidewalks on Queen Street in the vicinity of the new street proposed for the development. Given the expected low traffic volumes this development will generate, and the lack of connectivity to existing sidewalks, we do not believe that sidewalks will be functionally necessary.

### Section 4.9 – Private Drain Connections

*“Private storm service connections (PDC) are required for all lots or units in the new development.”*

- We are proposing to not install storm service laterals to each lot and instead have sump pumps discharge to the surface. This will put less strain on the storm system, and also help to remove contaminants from rainwater discharge prior to outlet into the Blyth Creek.

### Appendix ‘B’, Section B – Lot Grading, 3.0 Lot Grading Design

*“The maximum length of a rear yard swale between outlets shall be 90 metres.”*

- We are proposing a greater spacing to reduce the number of rear yard catch basins and storm leads and therefore eliminating the need for some side yard easements. A substantial portion of this development abuts farm fields, and we believe that longer swales will perform quite satisfactorily as minor, incidental overflows will generally not be impacting residential properties.

We would also like to take this opportunity to suggest that Council, when considering the Draft Development Standards, also take in to account the cost/benefit and the financial impact of what these standards entail. While we are not opposed to development standards, quite the opposite in fact, we also understand the financial impact they can have on development. In areas of historically lower land values, updates and changes to development standards can result in projects that may have been marginally viable becoming unfeasible. A “one size fits all” approach is not appropriate, and will serve only to drive development to larger urban centres where land values are high, thus continuing the population decline in small town Ontario. Land development is inherently a high risk activity, and we respectfully request Council’s support in order to help bring this important development in the village of Blyth to fruition.





Thank you in advance for your consideration.

Yours truly,

GM BLUEPLAN ENGINEERING LIMITED

Per:

A handwritten signature in black ink, appearing to read 'Matt Ash', followed by a stylized flourish.

Matt Ash, C.E.T.  
Branch Manager, Partner

c. G. Rutledge – GJAJ Holdings Ltd.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sean McGhee  
**DATE:** 09/07/2018  
**SUBJECT:** Howson Dam Delegation Summary, Funding Analysis, and Action Plan  
**ATTACHMENTS:** Howson Dam Decision Flowchart, Infrastructure Ontario Serial Debenture Schedules.

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### **RECOMMENDATION:**

**That** the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated July 9, 2018 regarding the Howson Dam for information purposes;

**And Further That** staff be authorized to engage the services of KGS Group for initial core sampling and analysis of the concrete within the Howson Dam spillways for the purpose of determining the compressive strength, to an upset limit of \$22,000.<sup>00</sup> plus applicable taxes.

### **EXECUTIVE SUMMARY**

At the May 22<sup>nd</sup>, 2018 meeting of the Township of North Huron Council, the following resolutions were passed:

**M259/18**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

**THAT** the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated May 22, 2018 regarding the Howson Dam for information purposes;

**AND FURTHER THAT** staff be directed to forward a copy of this report and the corresponding attachments to the Maitland Valley Conservation Authority, the Howson Dam Committee, the Ontario Rivers Alliance, and other stakeholders upon request.

**AND FURTHER THAT** a report be presented to Council summarizing the comments of any delegations received and providing further details on financing and amortization details associated with the options presented in this report.

**CARRIED**

The stakeholders indicated in Resolution M259/18 were contacted. As a result, a number of individuals and organizations made presentations to Council on the June 18<sup>th</sup> regular meeting. The following is a summary of points brought forward by the various delegates:

Mr. Dave Shaw:

- Noted that his family moved to Wingham 45 years ago and that the most impressive thing in Wingham at the time was the Dam. He resides within 500 meters of the Dam.
- Stated that it was not uncommon for 100's or even 1,000's of people to be on the river fishing, boating, and enjoying the river.

- Mr. Shaw claimed that the site is an embarrassment to the Community based on its existing condition and requested that the process to restore the dam be commenced immediately.

Mr. Ken Wood:

- Mr. Wood spoke of a drowning that took place as a result of their lack of education in water safety. F.E. Madill used the headwaters in the past to teach their students canoe and water safety.
- The Headwaters are required to carry forward with this practice.

Mr. Sinclair Wardop:

- Identified the Dam as a Heritage asset and noted that you have to drive these initiatives and not simply discard the heritage piece.
- The Dam is such an eyesore that it will hurt our ability to recruit new people into the community.
- Noted that there were numerous options for funding and grants.
- Was quoted saying “There is a great interest in it” and “Where there’s an interest, there are people who are willing to spend their money to make it not the eyesore that it is now”.
- Noted that Millbrook spent 2.3 million on the local dam and noted that it is owned by the local conservation authority.

Mr. Doyle Cullen:

- Recalled enjoying the dam in his childhood and enjoyed all types of recreation in the water ahead of the dam.
- He has noted youth using the head waters for fishing and recreation, and that these kids are inquiring as to the status of the stop logs.
- He now has to travel 30 minutes to enjoy recreation.

Andy McBride:

- Mr. McBride stated that he represents the over 1000 citizens within the community with regard to the Dam.
- Noted that over the past 6.5 years he had been in attendance with staff and had found Pat Newson and Kelly Church to be very cooperative.
- Mentioned that there has been no repair work done for 30 years and that in 2012 there was 195k in a reserve fund for repair and maintenance.
- Stated that the group was in favour of rehabilitation or if necessary, full replacement.
- Mr. McBride questioned that KGS Report HPC rating of high and quoted excerpts from the report. He further noted that the Dam withstood the 1 in 100-year flood last year.
- It was suggested that there is funding available, both Federal and Provincial, and noted other dams that have been rehabilitated in the area such as Delhi, Mitchell, Port Dover and Cambridge.
- Questioned the “Natural State” of the River, stating that the Dam had been in place since around 1862 and as such, could represent the natural state of the river.
- Questioned the MVCA statement that removal reduced potential upstream flooding as they have not provided any supporting evidence and that revised mapping has not been completed. Also noted that the MVCA has three other dams that they are not trying to remove.

Linda Herron, Ontario Rivers Alliance:

- The ORA mandate is to Protect, Conserve and Restore rivers within the Province of Ontario.
- Stated that they had partnered with the MNRF to have a dam removed in the previous year.
- Noted that they are advocating for the removal of several dams that are currently unsafe.
- During the presentation, Ms. Herron spoke of climate uncertainty and cited a number of statistics indicating changes in global temperatures which will have impact on climate and apply greater pressure on our infrastructure.
- It was suggested that despite the 1 in 100-year flow rating of the Dam, that communities should prepare for the 1 in 1000-year storm due to climate changes.
- After reviewing the costing models presented by KGS, she noted that these costs represent a huge burden on tax payers.
- Noted that it was critical to consider the life cycle costs if any repair or replacement model is adopted.
- The ORA requested that Council consider the financial, environmental, safety and liability aspects surrounding the Dam and that those aspects clearly favour the decommissioning of the Howson Dam.

MVCA (via correspondence):

*“MVCA recommends that North Huron fully explore the potential for reducing the risk to its residents upstream of the dam from flooding by either removing the dam or replacing it with a structure that minimizes the potential for flooding of development or lands located upstream of the structure. Repairing the existing structure would not reduce the risk of flooding of lands located upstream of the dam.”*

## **DISCUSSION**

The issues and concerns surrounding the aesthetics and public safety were raised by some of the delegates speaking on behalf of the Howson Dam. These concerns are shared by staff. This asset has degenerated to the point that it can no longer be ignored. The Howson Dam represents a liability to the municipality.

It is the recommendation of staff that a systematic phased approach be taken towards addressing this liability. The direction taken will determine the complexity of the project which potentially involves numerous decisions in order to fully work through the process. These decisions and some of the associated sub-processes, many of which will require external resources, are identified in the attached flowchart.

The first decision is the most significant and sets the direction for staff. The recommendation identified by staff in this report will greatly assist Council in the identification of available options and may streamline the process if maintaining a dam is the preferred course of action. It is absolutely critical that some preliminary concrete testing be carried out if rehabilitation is to be considered. Although the testing will not confirm the viability of rehabilitation, it may eliminate it as an acceptable course of action.

In keeping with a phased approach, investigations into funding options for repair or replacement of the structure can be carried out over time. If the Dam is to be replaced the existing structure should be removed as soon as practicable in order to mitigate exposure on the part of the municipality.

If removal and naturalization of the area is the preferred approach the Recommendation found in this report should be defeated.

Although there has been criticism over the funds that have been spent to date on engineering, we as a municipality are now positioned to meet many of the permitting requirements under the Lakes and Rivers Improvement Act (LRIA).

### **FINANCIAL IMPACT**

This asset is not area rated and as such, the financial implications surrounding every course of action will be borne by all of the ratepayers within the municipality.

In order to understand the cost associated with borrowing for the replacement or rehabilitation of the dam, Infrastructure Ontario was contacted to provide a debenture schedule for each of the scenarios presented by KGS Group. The data provided by Infrastructure Ontario for this exercise was based on 30 years of borrowing at 3.46% interest. The approach and associated costings were as follows:

#### **Repair Option:**

1. Pinning of existing structure – Principal and Interest - \$4,383,426.<sup>07</sup>
2. Additional Mass to existing structure – Principal and Interest - \$6,999,120.<sup>01</sup>

#### **Replacement Option:**

1. Earthen Embankment Type – Principal and Interest - \$6,050,319.<sup>86</sup>
2. Full Width Overflow Weir – Principal and Interest - \$9,486,473.<sup>81</sup>

If an amortization schedule beyond thirty years is desired, an alternate source for the funds may be required. These schedules represent the cost associated borrowing the full amount as presented in the KGS Group estimates and do not take into account potential grants or other funding sources. The schedules are based on the AACE Class 4 estimate which has a high margin for error built in to the calculation.

How the Howson Dam ended up in the condition it is in today is germane to the conversation only in that it underscores the fact that any new structure will require immediate and ongoing financial commitment. The annual cost associated with upkeep and replacement of the asset has been estimated at an additional 1% of the overall asset cost and must be considered as part of any costing model.

### **FUTURE CONSIDERATIONS**

Regardless of preferred course of action, engineering services will be required to navigate the permitting processes required under LRIA. Once direction is set, staff will prepare a report identifying options for the procurement of the appropriate service provider(s).

### **RELATIONSHIP TO STRATEGIC PLAN**

This project relates to **Goal No. 2** of the Strategic Plan in that our residents are engaged and well informed, **Goal No.3**, the Township is healthy and safe. **Goal No. 4**, the administration is fiscally responsible and strives for operational excellence, and **Goal No. 5** in that our natural environment is valued and protected.



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Sean McGhee, Director of Public Works

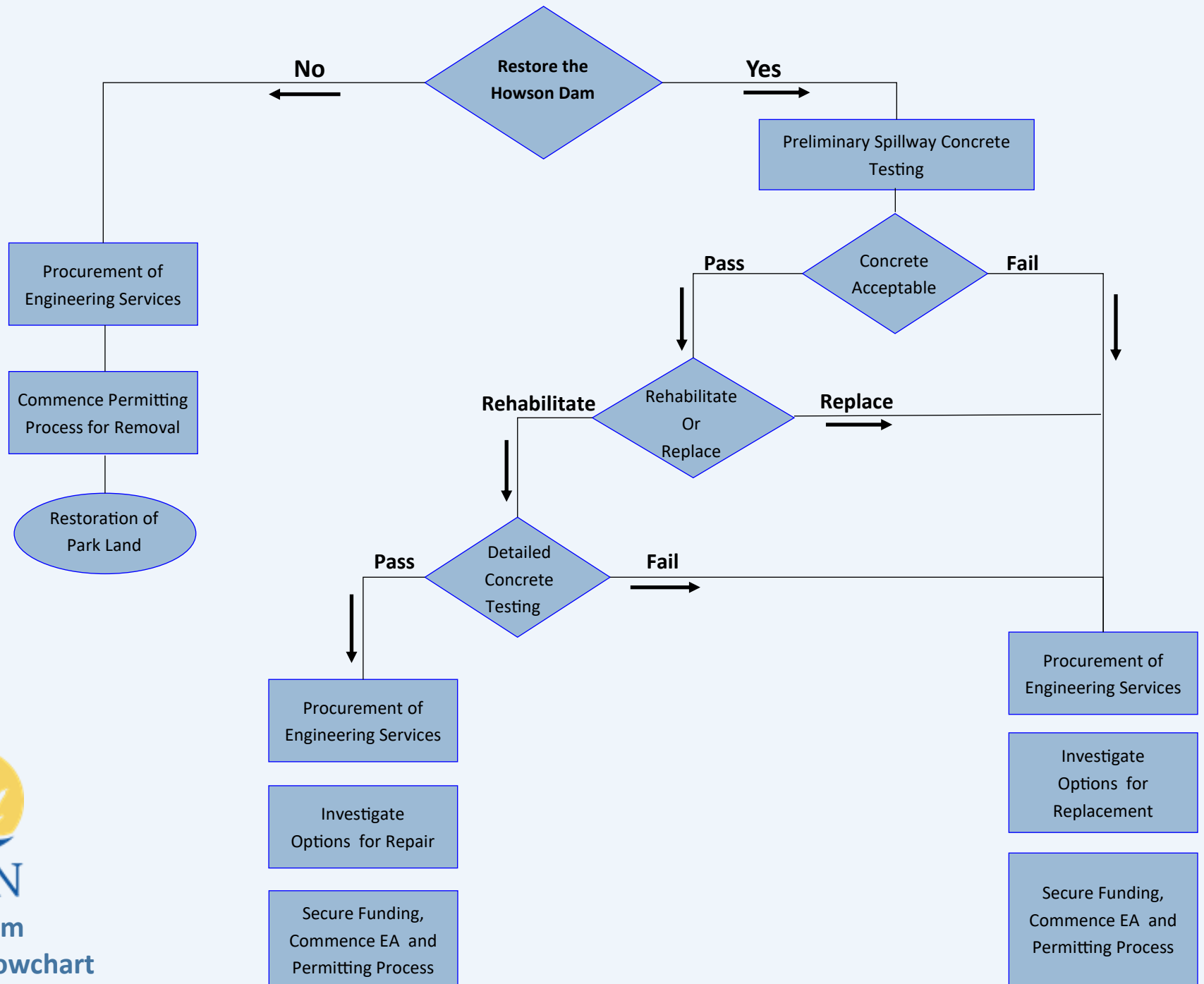


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Dwayne Evans, CAO



## Howson Dam Decision Flowchart





### Serial Debenture Schedule

INFRASTRUCTURE  
ONTARIO

Organization Name                      Howson Dam  
Principal Amount                      \$2,869,000.00  
Annual Interest Rate                      3.4600%  
Loan Term (Year)                      30  
Debenture Date (m/d/yyyy)                      12/3/2018  
Maturity Date (m/d/yyyy)                      12/1/2048  
Payment Frequency                      Semi Annual  
Loan Type                      Serial

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
6/3/2019	\$97,314.39	\$47,816.67	\$49,497.72	\$2,821,183.33
12/2/2019	\$96,489.43	\$47,816.67	\$48,672.76	\$2,773,366.66
6/1/2020	\$95,664.46	\$47,816.67	\$47,847.79	\$2,725,549.99
12/1/2020	\$95,097.87	\$47,816.67	\$47,281.20	\$2,677,733.32
6/1/2021	\$94,014.54	\$47,816.67	\$46,197.87	\$2,629,916.65
12/1/2021	\$93,438.88	\$47,816.67	\$45,622.21	\$2,582,099.98
6/1/2022	\$92,364.62	\$47,816.67	\$44,547.95	\$2,534,283.31
12/1/2022	\$91,779.89	\$47,816.67	\$43,963.22	\$2,486,466.64
6/1/2023	\$90,714.69	\$47,816.67	\$42,898.02	\$2,438,649.97
12/1/2023	\$90,120.90	\$47,816.67	\$42,304.23	\$2,390,833.30
6/3/2024	\$89,744.68	\$47,816.67	\$41,928.01	\$2,343,016.63
12/2/2024	\$88,239.81	\$47,816.67	\$40,423.14	\$2,295,199.96
6/2/2025	\$87,414.84	\$47,816.67	\$39,598.17	\$2,247,383.29
12/1/2025	\$86,589.88	\$47,816.67	\$38,773.21	\$2,199,566.62
6/1/2026	\$85,764.92	\$47,816.67	\$37,948.25	\$2,151,749.95
12/1/2026	\$85,143.93	\$47,816.67	\$37,327.26	\$2,103,933.28
6/1/2027	\$84,115.00	\$47,816.67	\$36,298.33	\$2,056,116.61
12/1/2027	\$83,484.94	\$47,816.67	\$35,668.27	\$2,008,299.94
6/1/2028	\$82,655.45	\$47,816.67	\$34,838.78	\$1,960,483.27
12/1/2028	\$81,825.95	\$47,816.67	\$34,009.28	\$1,912,666.60
6/1/2029	\$80,815.15	\$47,816.67	\$32,998.48	\$1,864,849.93

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/3/2029	\$80,520.52	\$47,816.67	\$32,703.85	\$1,817,033.26
6/3/2030	\$79,165.22	\$47,816.67	\$31,348.55	\$1,769,216.59
12/2/2030	\$78,340.26	\$47,816.67	\$30,523.59	\$1,721,399.92
6/2/2031	\$77,515.30	\$47,816.67	\$29,698.63	\$1,673,583.25
12/1/2031	\$76,690.34	\$47,816.67	\$28,873.67	\$1,625,766.58
6/1/2032	\$76,019.49	\$47,816.67	\$28,202.82	\$1,577,949.91
12/1/2032	\$75,189.99	\$47,816.67	\$27,373.32	\$1,530,133.24
6/1/2033	\$74,215.45	\$47,816.67	\$26,398.78	\$1,482,316.57
12/1/2033	\$73,531.00	\$47,816.67	\$25,714.33	\$1,434,499.90
6/1/2034	\$72,565.53	\$47,816.67	\$24,748.86	\$1,386,683.23
12/1/2034	\$71,872.01	\$47,816.67	\$24,055.34	\$1,338,866.56
6/1/2035	\$70,915.60	\$47,816.67	\$23,098.93	\$1,291,049.89
12/3/2035	\$70,457.79	\$47,816.67	\$22,641.12	\$1,243,233.22
6/2/2036	\$69,265.68	\$47,816.67	\$21,449.01	\$1,195,416.55
12/1/2036	\$68,440.72	\$47,816.67	\$20,624.05	\$1,147,599.88
6/1/2037	\$67,615.75	\$47,816.67	\$19,799.08	\$1,099,783.21
12/1/2037	\$66,895.05	\$47,816.67	\$19,078.38	\$1,051,966.54
6/1/2038	\$65,965.83	\$47,816.67	\$18,149.16	\$1,004,149.87
12/1/2038	\$65,236.06	\$47,816.67	\$17,419.39	\$956,333.20
6/1/2039	\$64,315.91	\$47,816.67	\$16,499.24	\$908,516.53
12/1/2039	\$63,577.07	\$47,816.67	\$15,760.40	\$860,699.86
6/1/2040	\$62,747.57	\$47,816.67	\$14,930.90	\$812,883.19
12/3/2040	\$62,072.19	\$47,816.67	\$14,255.52	\$765,066.52
6/3/2041	\$61,016.06	\$47,816.67	\$13,199.39	\$717,249.85
12/2/2041	\$60,191.10	\$47,816.67	\$12,374.43	\$669,433.18
6/2/2042	\$59,366.13	\$47,816.67	\$11,549.46	\$621,616.51
12/1/2042	\$58,541.17	\$47,816.67	\$10,724.50	\$573,799.84
6/1/2043	\$57,716.21	\$47,816.67	\$9,899.54	\$525,983.17
12/1/2043	\$56,941.11	\$47,816.67	\$9,124.44	\$478,166.50
6/1/2044	\$56,111.61	\$47,816.67	\$8,294.94	\$430,349.83

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/1/2044	\$55,282.12	\$47,816.67	\$7,465.45	\$382,533.16
6/1/2045	\$54,416.36	\$47,816.67	\$6,599.69	\$334,716.49
12/1/2045	\$53,623.13	\$47,816.67	\$5,806.46	\$286,899.82
6/1/2046	\$52,766.44	\$47,816.67	\$4,949.77	\$239,083.15
12/3/2046	\$52,009.47	\$47,816.67	\$4,192.80	\$191,266.48
6/3/2047	\$51,116.51	\$47,816.67	\$3,299.84	\$143,449.81
12/2/2047	\$50,291.55	\$47,816.67	\$2,474.88	\$95,633.14
6/1/2048	\$49,466.59	\$47,816.67	\$1,649.92	\$47,816.47
12/1/2048	\$48,645.96	\$47,816.47	\$829.49	\$0.00
<b>Total</b>	<b>\$4,383,426.07</b>	<b>\$2,869,000.00</b>	<b>\$1,514,426.07</b>	

**DISCLAIMER:**

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This calculator is provided for general illustrative purposes only and does not constitute investment advice. To take into account your specific circumstances, you should obtain professional investment, legal and/or tax advice, as appropriate.



### Serial Debenture Schedule

## INFRASTRUCTURE ONTARIO

Organization Name                      Howson Dam  
Principal Amount                      \$4,581,000.00  
Annual Interest Rate                      3.4600%  
Loan Term (Year)                      30  
Debenture Date (m/d/yyyy)                      12/3/2018  
Maturity Date (m/d/yyyy)                      12/1/2048  
Payment Frequency                      Semi Annual  
Loan Type                      Serial

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
6/3/2019	\$155,384.17	\$76,350.00	\$79,034.17	\$4,504,650.00
12/2/2019	\$154,066.94	\$76,350.00	\$77,716.94	\$4,428,300.00
6/1/2020	\$152,749.70	\$76,350.00	\$76,399.70	\$4,351,950.00
12/1/2020	\$151,845.01	\$76,350.00	\$75,495.01	\$4,275,600.00
6/1/2021	\$150,115.23	\$76,350.00	\$73,765.23	\$4,199,250.00
12/1/2021	\$149,196.06	\$76,350.00	\$72,846.06	\$4,122,900.00
6/1/2022	\$147,480.76	\$76,350.00	\$71,130.76	\$4,046,550.00
12/1/2022	\$146,547.11	\$76,350.00	\$70,197.11	\$3,970,200.00
6/1/2023	\$144,846.28	\$76,350.00	\$68,496.28	\$3,893,850.00
12/1/2023	\$143,898.16	\$76,350.00	\$67,548.16	\$3,817,500.00
6/3/2024	\$143,297.45	\$76,350.00	\$66,947.45	\$3,741,150.00
12/2/2024	\$140,894.57	\$76,350.00	\$64,544.57	\$3,664,800.00
6/2/2025	\$139,577.34	\$76,350.00	\$63,227.34	\$3,588,450.00
12/1/2025	\$138,260.10	\$76,350.00	\$61,910.10	\$3,512,100.00
6/1/2026	\$136,942.87	\$76,350.00	\$60,592.87	\$3,435,750.00
12/1/2026	\$135,951.32	\$76,350.00	\$59,601.32	\$3,359,400.00
6/1/2027	\$134,308.39	\$76,350.00	\$57,958.39	\$3,283,050.00
12/1/2027	\$133,302.37	\$76,350.00	\$56,952.37	\$3,206,700.00
6/1/2028	\$131,977.90	\$76,350.00	\$55,627.90	\$3,130,350.00
12/1/2028	\$130,653.43	\$76,350.00	\$54,303.43	\$3,054,000.00
6/1/2029	\$129,039.45	\$76,350.00	\$52,689.45	\$2,977,650.00

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/3/2029	\$128,569.01	\$76,350.00	\$52,219.01	\$2,901,300.00
6/3/2030	\$126,404.98	\$76,350.00	\$50,054.98	\$2,824,950.00
12/2/2030	\$125,087.74	\$76,350.00	\$48,737.74	\$2,748,600.00
6/2/2031	\$123,770.50	\$76,350.00	\$47,420.50	\$2,672,250.00
12/1/2031	\$122,453.27	\$76,350.00	\$46,103.27	\$2,595,900.00
6/1/2032	\$121,382.11	\$76,350.00	\$45,032.11	\$2,519,550.00
12/1/2032	\$120,057.63	\$76,350.00	\$43,707.63	\$2,443,200.00
6/1/2033	\$118,501.56	\$76,350.00	\$42,151.56	\$2,366,850.00
12/1/2033	\$117,408.69	\$76,350.00	\$41,058.69	\$2,290,500.00
6/1/2034	\$115,867.09	\$76,350.00	\$39,517.09	\$2,214,150.00
12/1/2034	\$114,759.74	\$76,350.00	\$38,409.74	\$2,137,800.00
6/1/2035	\$113,232.61	\$76,350.00	\$36,882.61	\$2,061,450.00
12/3/2035	\$112,501.62	\$76,350.00	\$36,151.62	\$1,985,100.00
6/2/2036	\$110,598.14	\$76,350.00	\$34,248.14	\$1,908,750.00
12/1/2036	\$109,280.91	\$76,350.00	\$32,930.91	\$1,832,400.00
6/1/2037	\$107,963.67	\$76,350.00	\$31,613.67	\$1,756,050.00
12/1/2037	\$106,812.90	\$76,350.00	\$30,462.90	\$1,679,700.00
6/1/2038	\$105,329.20	\$76,350.00	\$28,979.20	\$1,603,350.00
12/1/2038	\$104,163.95	\$76,350.00	\$27,813.95	\$1,527,000.00
6/1/2039	\$102,694.72	\$76,350.00	\$26,344.72	\$1,450,650.00
12/1/2039	\$101,515.00	\$76,350.00	\$25,165.00	\$1,374,300.00
6/1/2040	\$100,190.53	\$76,350.00	\$23,840.53	\$1,297,950.00
12/3/2040	\$99,112.13	\$76,350.00	\$22,762.13	\$1,221,600.00
6/3/2041	\$97,425.78	\$76,350.00	\$21,075.78	\$1,145,250.00
12/2/2041	\$96,108.54	\$76,350.00	\$19,758.54	\$1,068,900.00
6/2/2042	\$94,791.31	\$76,350.00	\$18,441.31	\$992,550.00
12/1/2042	\$93,474.07	\$76,350.00	\$17,124.07	\$916,200.00
6/1/2043	\$92,156.83	\$76,350.00	\$15,806.83	\$839,850.00
12/1/2043	\$90,919.21	\$76,350.00	\$14,569.21	\$763,500.00
6/1/2044	\$89,594.74	\$76,350.00	\$13,244.74	\$687,150.00

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/1/2044	\$88,270.26	\$76,350.00	\$11,920.26	\$610,800.00
6/1/2045	\$86,887.89	\$76,350.00	\$10,537.89	\$534,450.00
12/1/2045	\$85,621.32	\$76,350.00	\$9,271.32	\$458,100.00
6/1/2046	\$84,253.42	\$76,350.00	\$7,903.42	\$381,750.00
12/3/2046	\$83,044.74	\$76,350.00	\$6,694.74	\$305,400.00
6/3/2047	\$81,618.94	\$76,350.00	\$5,268.94	\$229,050.00
12/2/2047	\$80,301.71	\$76,350.00	\$3,951.71	\$152,700.00
6/1/2048	\$78,984.47	\$76,350.00	\$2,634.47	\$76,350.00
12/1/2048	\$77,674.47	\$76,350.00	\$1,324.47	\$0.00
<b>Total</b>	<b>\$6,999,120.01</b>	<b>\$4,581,000.00</b>	<b>\$2,418,120.01</b>	

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### Serial Debenture Schedule

INFRASTRUCTURE  
ONTARIO

Organization Name                      Howson Dam  
Principal Amount                      \$3,960,000.00  
Annual Interest Rate                      3.4600%  
Loan Term (Year)                      30  
Debenture Date (m/d/yyyy)                      12/3/2018  
Maturity Date (m/d/yyyy)                      12/1/2048  
Payment Frequency                      Semi Annual  
Loan Type                      Serial

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
6/3/2019	\$134,320.31	\$66,000.00	\$68,320.31	\$3,894,000.00
12/2/2019	\$133,181.64	\$66,000.00	\$67,181.64	\$3,828,000.00
6/1/2020	\$132,042.96	\$66,000.00	\$66,042.96	\$3,762,000.00
12/1/2020	\$131,260.91	\$66,000.00	\$65,260.91	\$3,696,000.00
6/1/2021	\$129,765.62	\$66,000.00	\$63,765.62	\$3,630,000.00
12/1/2021	\$128,971.05	\$66,000.00	\$62,971.05	\$3,564,000.00
6/1/2022	\$127,488.28	\$66,000.00	\$61,488.28	\$3,498,000.00
12/1/2022	\$126,681.20	\$66,000.00	\$60,681.20	\$3,432,000.00
6/1/2023	\$125,210.93	\$66,000.00	\$59,210.93	\$3,366,000.00
12/1/2023	\$124,391.34	\$66,000.00	\$58,391.34	\$3,300,000.00
6/3/2024	\$123,872.05	\$66,000.00	\$57,872.05	\$3,234,000.00
12/2/2024	\$121,794.92	\$66,000.00	\$55,794.92	\$3,168,000.00
6/2/2025	\$120,656.25	\$66,000.00	\$54,656.25	\$3,102,000.00
12/1/2025	\$119,517.57	\$66,000.00	\$53,517.57	\$3,036,000.00
6/1/2026	\$118,378.90	\$66,000.00	\$52,378.90	\$2,970,000.00
12/1/2026	\$117,521.77	\$66,000.00	\$51,521.77	\$2,904,000.00
6/1/2027	\$116,101.56	\$66,000.00	\$50,101.56	\$2,838,000.00
12/1/2027	\$115,231.91	\$66,000.00	\$49,231.91	\$2,772,000.00
6/1/2028	\$114,086.99	\$66,000.00	\$48,086.99	\$2,706,000.00
12/1/2028	\$112,942.06	\$66,000.00	\$46,942.06	\$2,640,000.00
6/1/2029	\$111,546.87	\$66,000.00	\$45,546.87	\$2,574,000.00

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/3/2029	\$111,140.20	\$66,000.00	\$45,140.20	\$2,508,000.00
6/3/2030	\$109,269.53	\$66,000.00	\$43,269.53	\$2,442,000.00
12/2/2030	\$108,130.86	\$66,000.00	\$42,130.86	\$2,376,000.00
6/2/2031	\$106,992.18	\$66,000.00	\$40,992.18	\$2,310,000.00
12/1/2031	\$105,853.51	\$66,000.00	\$39,853.51	\$2,244,000.00
6/1/2032	\$104,927.56	\$66,000.00	\$38,927.56	\$2,178,000.00
12/1/2032	\$103,782.63	\$66,000.00	\$37,782.63	\$2,112,000.00
6/1/2033	\$102,437.50	\$66,000.00	\$36,437.50	\$2,046,000.00
12/1/2033	\$101,492.77	\$66,000.00	\$35,492.77	\$1,980,000.00
6/1/2034	\$100,160.15	\$66,000.00	\$34,160.15	\$1,914,000.00
12/1/2034	\$99,202.92	\$66,000.00	\$33,202.92	\$1,848,000.00
6/1/2035	\$97,882.81	\$66,000.00	\$31,882.81	\$1,782,000.00
12/3/2035	\$97,250.91	\$66,000.00	\$31,250.91	\$1,716,000.00
6/2/2036	\$95,605.47	\$66,000.00	\$29,605.47	\$1,650,000.00
12/1/2036	\$94,466.79	\$66,000.00	\$28,466.79	\$1,584,000.00
6/1/2037	\$93,328.12	\$66,000.00	\$27,328.12	\$1,518,000.00
12/1/2037	\$92,333.35	\$66,000.00	\$26,333.35	\$1,452,000.00
6/1/2038	\$91,050.78	\$66,000.00	\$25,050.78	\$1,386,000.00
12/1/2038	\$90,043.49	\$66,000.00	\$24,043.49	\$1,320,000.00
6/1/2039	\$88,773.44	\$66,000.00	\$22,773.44	\$1,254,000.00
12/1/2039	\$87,753.64	\$66,000.00	\$21,753.64	\$1,188,000.00
6/1/2040	\$86,608.71	\$66,000.00	\$20,608.71	\$1,122,000.00
12/3/2040	\$85,676.50	\$66,000.00	\$19,676.50	\$1,056,000.00
6/3/2041	\$84,218.75	\$66,000.00	\$18,218.75	\$990,000.00
12/2/2041	\$83,080.08	\$66,000.00	\$17,080.08	\$924,000.00
6/2/2042	\$81,941.40	\$66,000.00	\$15,941.40	\$858,000.00
12/1/2042	\$80,802.73	\$66,000.00	\$14,802.73	\$792,000.00
6/1/2043	\$79,664.06	\$66,000.00	\$13,664.06	\$726,000.00
12/1/2043	\$78,594.21	\$66,000.00	\$12,594.21	\$660,000.00
6/1/2044	\$77,449.28	\$66,000.00	\$11,449.28	\$594,000.00

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/1/2044	\$76,304.35	\$66,000.00	\$10,304.35	\$528,000.00
6/1/2045	\$75,109.37	\$66,000.00	\$9,109.37	\$462,000.00
12/1/2045	\$74,014.50	\$66,000.00	\$8,014.50	\$396,000.00
6/1/2046	\$72,832.03	\$66,000.00	\$6,832.03	\$330,000.00
12/3/2046	\$71,787.21	\$66,000.00	\$5,787.21	\$264,000.00
6/3/2047	\$70,554.69	\$66,000.00	\$4,554.69	\$198,000.00
12/2/2047	\$69,416.02	\$66,000.00	\$3,416.02	\$132,000.00
6/1/2048	\$68,277.34	\$66,000.00	\$2,277.34	\$66,000.00
12/1/2048	\$67,144.93	\$66,000.00	\$1,144.93	\$0.00
<b>Total</b>	<b>\$6,050,319.86</b>	<b>\$3,960,000.00</b>	<b>\$2,090,319.86</b>	

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This calculator is provided for general illustrative purposes only and does not constitute investment advice. To take into account your specific circumstances, you should obtain professional investment, legal and/or tax advice, as appropriate.





### Serial Debenture Schedule

## INFRASTRUCTURE ONTARIO

Organization Name                      Howson Dam  
Principal Amount                      \$6,209,000.00  
Annual Interest Rate                      3.4600%  
Loan Term (Year)                      30  
Debenture Date (m/d/yyyy)                      12/3/2018  
Maturity Date (m/d/yyyy)                      12/1/2048  
Payment Frequency                      Semi Annual  
Loan Type                      Serial

Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
6/3/2019	\$210,604.74	\$103,483.33	\$107,121.41	\$6,105,516.67
12/2/2019	\$208,819.38	\$103,483.33	\$105,336.05	\$6,002,033.34
6/1/2020	\$207,034.03	\$103,483.33	\$103,550.70	\$5,898,550.01
12/1/2020	\$205,807.82	\$103,483.33	\$102,324.49	\$5,795,066.68
6/1/2021	\$203,463.31	\$103,483.33	\$99,979.98	\$5,691,583.35
12/1/2021	\$202,217.49	\$103,483.33	\$98,734.16	\$5,588,100.02
6/1/2022	\$199,892.60	\$103,483.33	\$96,409.27	\$5,484,616.69
12/1/2022	\$198,627.15	\$103,483.33	\$95,143.82	\$5,381,133.36
6/1/2023	\$196,321.89	\$103,483.33	\$92,838.56	\$5,277,650.03
12/1/2023	\$195,036.82	\$103,483.33	\$91,553.49	\$5,174,166.70
6/3/2024	\$194,222.62	\$103,483.33	\$90,739.29	\$5,070,683.37
12/2/2024	\$190,965.82	\$103,483.33	\$87,482.49	\$4,967,200.04
6/2/2025	\$189,180.46	\$103,483.33	\$85,697.13	\$4,863,716.71
12/1/2025	\$187,395.10	\$103,483.33	\$83,911.77	\$4,760,233.38
6/1/2026	\$185,609.75	\$103,483.33	\$82,126.42	\$4,656,750.05
12/1/2026	\$184,265.82	\$103,483.33	\$80,782.49	\$4,553,266.72
6/1/2027	\$182,039.03	\$103,483.33	\$78,555.70	\$4,449,783.39
12/1/2027	\$180,675.49	\$103,483.33	\$77,192.16	\$4,346,300.06
6/1/2028	\$178,880.32	\$103,483.33	\$75,396.99	\$4,242,816.73
12/1/2028	\$177,085.16	\$103,483.33	\$73,601.83	\$4,139,333.40
6/1/2029	\$174,897.60	\$103,483.33	\$71,414.27	\$4,035,850.07

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/3/2029	\$174,259.98	\$103,483.33	\$70,776.65	\$3,932,366.74
6/3/2030	\$171,326.89	\$103,483.33	\$67,843.56	\$3,828,883.41
12/2/2030	\$169,541.53	\$103,483.33	\$66,058.20	\$3,725,400.08
6/2/2031	\$167,756.18	\$103,483.33	\$64,272.85	\$3,621,916.75
12/1/2031	\$165,970.82	\$103,483.33	\$62,487.49	\$3,518,433.42
6/1/2032	\$164,518.99	\$103,483.33	\$61,035.66	\$3,414,950.09
12/1/2032	\$162,723.83	\$103,483.33	\$59,240.50	\$3,311,466.76
6/1/2033	\$160,614.75	\$103,483.33	\$57,131.42	\$3,207,983.43
12/1/2033	\$159,133.49	\$103,483.33	\$55,650.16	\$3,104,500.10
6/1/2034	\$157,044.04	\$103,483.33	\$53,560.71	\$3,001,016.77
12/1/2034	\$155,543.16	\$103,483.33	\$52,059.83	\$2,897,533.44
6/1/2035	\$153,473.32	\$103,483.33	\$49,989.99	\$2,794,050.11
12/3/2035	\$152,482.55	\$103,483.33	\$48,999.22	\$2,690,566.78
6/2/2036	\$149,902.61	\$103,483.33	\$46,419.28	\$2,587,083.45
12/1/2036	\$148,117.25	\$103,483.33	\$44,633.92	\$2,483,600.12
6/1/2037	\$146,331.90	\$103,483.33	\$42,848.57	\$2,380,116.79
12/1/2037	\$144,772.16	\$103,483.33	\$41,288.83	\$2,276,633.46
6/1/2038	\$142,761.18	\$103,483.33	\$39,277.85	\$2,173,150.13
12/1/2038	\$141,181.83	\$103,483.33	\$37,698.50	\$2,069,666.80
6/1/2039	\$139,190.47	\$103,483.33	\$35,707.14	\$1,966,183.47
12/1/2039	\$137,591.50	\$103,483.33	\$34,108.17	\$1,862,700.14
6/1/2040	\$135,796.33	\$103,483.33	\$32,313.00	\$1,759,216.81
12/3/2040	\$134,334.69	\$103,483.33	\$30,851.36	\$1,655,733.48
6/3/2041	\$132,049.04	\$103,483.33	\$28,565.71	\$1,552,250.15
12/2/2041	\$130,263.69	\$103,483.33	\$26,780.36	\$1,448,766.82
6/2/2042	\$128,478.33	\$103,483.33	\$24,995.00	\$1,345,283.49
12/1/2042	\$126,692.97	\$103,483.33	\$23,209.64	\$1,241,800.16
6/1/2043	\$124,907.61	\$103,483.33	\$21,424.28	\$1,138,316.83
12/1/2043	\$123,230.16	\$103,483.33	\$19,746.83	\$1,034,833.50
6/1/2044	\$121,435.00	\$103,483.33	\$17,951.67	\$931,350.17

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Payment Date	Total Payment	Principal Amount	Interest Amount	Principal Balance
12/1/2044	\$119,639.83	\$103,483.33	\$16,156.50	\$827,866.84
6/1/2045	\$117,766.19	\$103,483.33	\$14,282.86	\$724,383.51
12/1/2045	\$116,049.50	\$103,483.33	\$12,566.17	\$620,900.18
6/1/2046	\$114,195.47	\$103,483.33	\$10,712.14	\$517,416.85
12/3/2046	\$112,557.26	\$103,483.33	\$9,073.93	\$413,933.52
6/3/2047	\$110,624.76	\$103,483.33	\$7,141.43	\$310,450.19
12/2/2047	\$108,839.40	\$103,483.33	\$5,356.07	\$206,966.86
6/1/2048	\$107,054.05	\$103,483.33	\$3,570.72	\$103,483.53
12/1/2048	\$105,278.70	\$103,483.53	\$1,795.17	\$0.00
<b>Total</b>	<b>\$9,486,473.81</b>	<b>\$6,209,000.00</b>	<b>\$3,277,473.81</b>	

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## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sean McGhee  
**DATE:** 09/07/2018  
**SUBJECT:** Municipal Development and Servicing Guideline  
**ATTACHMENTS:** Municipal Development and Servicing Guideline Document

---

### **RECOMMENDATION:**

**THAT** the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated June 18<sup>th</sup>, 2018 regarding Municipal Development and Servicing Guidelines for information;

**And Further That** the Municipal Development and Servicing Guideline be adopted as a minimum standard and guidance document for new development within the Township of North Huron.

### **EXECUTIVE SUMMARY**

At the June 18, 2018 meeting of Council, an Urban and Sub-Urban cross-sectional design was presented for adoption. Following a presentation by Bruce Potter, P.Eng, of BM Ross and Associates, the following Resolution was passed:

Resolution M307/18

Moved: B. Knott

Seconded: T. Seip

CARRIED

*THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated June 18<sup>th</sup>, 2018 regarding Municipal Development and Servicing Guidelines for information;*

*AND FURTHER, that the road cross sectional design for both urban and suburban developments as presented by BM Ross be adopted as minimum standards for new development in North Huron.*

The guideline document was generated by BM Ross at the request of municipal staff and supports the implementation of the road cross sectional design which was adopted by Council. The standards identified are consistent with the majority of municipalities within the area and have been reviewed by Staff.

### **DISCUSSION**

The cross-sectional road design standards that were adopted by Council form a portion of the Municipal Development and Servicing Guideline. Adoption of these Guidelines will ensure consistency and quality in new North Huron Developments and will serve as a resource to individuals and organizations looking to develop property within the Township.

### **FINANCIAL IMPACT**

None at this time.

### **FUTURE CONSIDERATIONS**

None at this time.

**RELATIONSHIP TO STRATEGIC PLAN**

This project relates to **Goal No. 2** of the Strategic Plan in that our residents are engaged and well informed and **Goal No. 4**, that the administration is fiscally responsible and strives for operational excellence.



---

Sean McGhee, Director of Public Works



---

Dwayne Evans, CAO



# TOWNSHIP OF NORTH HURON

## MUNICIPAL DEVELOPMENT AND SERVICING GUIDELINES



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# **TOWNSHIP OF NORTH HURON MUNICIPAL DEVELOPMENT AND SERVICING GUIDELINES**

## **1.0 GENERAL**

### **1.1 Definitions**

In these guidelines, the following definitions shall apply:

“Municipality” shall mean Township of North Huron.

“Developer” shall mean the Owner or party specifically named in a Development Agreement or in a Subdivision Agreement.

“Developer’s Engineer” shall mean professional engineer(s) licensed to practice in Ontario and shall be responsible for the preparation of drawings, specifications, reports and to act on behalf of the Developer in all technical aspects of the Development.

“Planner” shall mean the County and/or the Municipality’s Planner or his designate.

“Contractor” shall mean the firm of Contractors, the company of individuals acting as the Contractor and having entered into a contract with the Developer to construct the Development.

“Municipal Engineer” shall mean the municipal Director of Public Works and/or the engineer or engineering firm appointed as Municipal Engineer by the Municipality.

### **1.2 Introduction**

The design of all municipal services in the Municipality is to be based upon the specifications and guidelines in effect at the time of acceptance. All plans are to be accepted before they are to be used for the construction of services. Such acceptance shall in no way relieve the Developer’s Engineer from providing an adequate and safe design.

### **1.3 Purpose**

The purpose of this document is to aid in the standardization for the design of municipal servicing infrastructure for development in the Township of North Huron. While these guidelines are primarily aimed at the expansion of residential development within the Municipality, developers, builders, and the general public can use this document as a guide for developments created by consent, for individual site developments, or commercial and industrial areas.

The following two sections have been provided as a general overview of the procedures and steps involved in the completion of the planning and engineering processes related to development in the Township of North Huron. These procedures are not written as a detailed, step by step list, but rather as a general approach to the subdivision application, or site development process.

## **1.4 Planning Process**

In the Township of North Huron, land development (i.e., Subdivision and Condominiums) applications are to be submitted to the County of Huron. Application packages and associated guides are available through the County which will provide an overview of the steps to make an application and obtain a decision on a specific proposal. Site Plan applications are to be submitted to the Municipality.

The County of Huron Planning Department should be contacted to arrange for a Preconsultation meeting prior to initiating the planning process for any development. The Preconsultation will assist to identify key planning issues as well as any major technical items including studies (i.e., traffic, noise, servicing, etc.) that may be required as part of the formal submission. The applicant may wish to have their consultant (planners, engineers, etc.) present at this initial meeting. It is anticipated that the following items would be discussed or reviewed:

- County will confirm the Official Plan designation and Zoning, identifying any Official Plan and Zoning amendments which may be required in addition to draft plan approval
- The necessary application requirements including fees, supporting documents (contour plan, general plan of services, drainage plan, preliminary stormwater management plan, etc.), draft plan drawing requirements, and possible agreements that may be required
- Timelines and potential scheduling for public meetings and Council meetings

Following submission of a complete application, it will be processed by County of Huron staff, who will circulate it to the Municipality, community organizations, and required public bodies for comments, as well as to all property owners in the vicinity of the subject site. A Public Meeting must be held, usually in the community, to allow the public an opportunity to provide comments on the proposed plan of subdivision. The County will work with the applicant to address any agency and/or public concerns. A comprehensive report will be prepared by the County, along with draft plan conditions (based on input from agencies and the public) and presented to Council for review and decision. If Council accepts the application and the required appeal period lapses, the draft plan is approved.

As noted, there will be a number of conditions that must be satisfied before final approval of the development can be given. Among the conditions for subdivisions, site plans, and condominiums, there is usually a requirement that the owner enter into a development agreement with the Municipality regarding matters such as the construction of roads and servicing which will require the completion of engineered drawings to the standards contained herein.

## **1.5 Engineering Process**

Following acceptance and approval of the draft plan, the developer shall proceed to the engineering phase of the development process which will include a number of submissions including preliminary and follow-up submissions as required. Prior to the commencement of the Engineering Design, the Developer's Engineer shall obtain copies of the Municipality's Development and Servicing Guidelines to familiarize himself/herself with the requirements of the development design in the Municipality.

The initial submission of engineering drawings shall be delivered to the Municipality and should include copies of the preliminary drawings and servicing (functional design) report(s). The initial submission of engineering drawings shall also contain a declaration from the Developer's Engineer showing that he/she has been retained to design and supervise the construction of the development according to the terms of the Development Agreement. The purpose of the initial submission is to review the general design concept prior to the Developer proceeding to detailed engineering. In some cases, this information may have been provided in conjunction with the Draft Plan process. The preliminary drawing and report should consider items such as existing conditions, road alignments, cross section details, railway crossings, parkland dedication, trunk sewers, storm water management and drainage, water distribution, lot grading, sewage conveyance, etc. This document becomes particularly important when servicing is to be phased in conjunction with the development plan. When a development is being phased, the servicing report is to include details of how the phasing will occur and how infrastructure may be impacted by such phasing. The servicing report shall confirm that the servicing design does not limit future developments areas. Comments may be provided related to any issues that are evident and the Developer will be asked to update the Engineering Drawings accordingly.

The Developer may be required to submit hydrogeological, hydrology, traffic, acoustical, geotechnical, archaeological, biological or other studies. Appropriate engineering or other consultants shall be retained to complete these reports as part of the applications and submissions required. The Developer's Planner and/or Engineer shall consider future adjacent land uses, and all design and layout of services shall incorporate considerations with respect to future servicing, grading and drainage issues on the adjacent lands. Upon completion of designs and submissions, sufficient copies of preliminary design briefs, agency approval submissions and all final drawings and reports shall be submitted to the Municipality for review by the Municipality and their Engineer.

Submissions are to be made until the Engineering Drawings, design and reports, are acceptable to the Township of North Huron and the Municipal Engineer.

Additional details related to drawing requirements and approvals are provided in later sections of this document.

## **1.6 Development Approvals**

Depending on the nature and location of the development proposal within the Municipality the developer may be required to obtain additional approvals from a number of agencies including, but not limited to the following:

- a) The Township of North Huron and the Municipality's Engineer
- b) The Ministry of the Environment and Climate Change (MOECC)
- c) The Ministry of Transportation (MTO)
- d) The Ministry of Natural Resources and Forestry (MNR)
- e) The Department of Fisheries and Oceans (DFO)
- f) The County of Huron
- g) The Huron County Health Unit
- h) The Maitland Valley Conservation Authority (MVCA)

It is the responsibility of the Developer to provide the municipality with written documentation detailing its application to the various authorities and copies of approval documents from these regulatory agencies.

### **1.7 Agreements**

As noted, the developer shall be required to enter into a Subdivision or Development Agreement with the Municipality. A standard form of that agreement is available from the Municipality for a developer's review. Certain fees, deposits, and charges will apply and are outlined within that document. Information regarding the preparation of the Development Agreement is provided in Section 2.10 of this document.

### **1.8 Developer's Engineer**

The developer shall employ Engineers registered with Professional Engineers' Ontario to design all of the services, prepare plans and specifications, and provide construction review and inspection of all works.

The services shall include the following:

- ☐ Preparation of functional reports as may be required through the draft plan approval process
- ☐ Preparation of designs
- ☐ Preparation of drawings for approval purposes and construction
- ☐ Preparation of necessary contracts and specification documents
- ☐ Preparation of necessary approval documents in conjunction with the regulatory agencies
- ☐ Provision of contract administration, and full time construction review of all Municipal facilities
- ☐ Maintenance of records of construction and upon completion, the provision of As Recorded drawings in suitable digital format to the Municipality
- ☐ Provision of certification to the Municipality the works have been constructed in general conformance with the approved plans and specifications
- ☐ To act as a representative of the developer in all matters pertaining to the construction
- ☐ To provide coordination of the scheduling to comply with timing provisions for inspections and testing of the works
- To provide certification of the installation of services was in conformance to said plans and specifications, such certification should be in a form acceptable to the Municipality's solicitor and the Municipality's Engineer

The Developer's Engineer shall provide evidence of professional liability insurance from their insurer in the amount of not less than five million dollars per occurrence prior to the review of any reports or briefs by the Township of North Huron. Insurance requirements shall be as detailed in the Municipality's Standard Development Agreement.

## **1.9 Utilities**

The Developer shall coordinate the design and installation of all utilities including electrical, telecommunications (telephone, internet, TV) and gas. These utilities shall be installed within the road allowance in accordance with the typical cross section attached as Appendix “A” to this document. The Developer shall provide documentation to the Municipality that it has contacted all telecommunications providers and advised them they will have access to servicing in the Development. The Developer will be asked at times in the development process to provide confirmation from the utility companies that the appropriate arrangements have been made for installation and upon completion of said installation of the utilities, provide to the Municipality a notice of completion by said companies.

### **1.10 Design Guidelines**

The guidelines that follow should be adhered to wherever possible. It is acknowledged that on occasion unique and special circumstances occur and minor deviations may be required from the guidelines. These deviations shall only be made through consultation with the Director of Public Works and the Municipal Engineer. Further, the Municipality reserves the right to require compliance to a higher standard on occasions where warranted (dependent upon the specific details of any development). Further, the Municipality may require higher standards in areas of higher density developments, arterial or collector roads, or heavy industrial traffic.

These guidelines should be read in conjunction with the standard engineering practice as established by the MOECC and MTO together with regulations, the current drinking water license, design manuals and guidelines of the Municipal Engineers’ Association. Unless superseded by the Municipality’s Development and Servicing Guidelines specific standard drawings and specifications from the Ontario Provincial Standards Specifications and Ontario Provincial Standard Drawings shall be used as reference for individual details (OPSS, OPSD).

## **2.0 SUBMISSION OF PLANS, REPORTS, AND STUDIES**

### **2.1 Submission Procedure**

All submissions for approval shall be forwarded to the Township of North Huron to the attention of the Clerk of the Municipality in sufficient quantities as may be required for distribution. The Clerk will distribute said plans to public works, planner, Municipality’s Engineer, fire department, etc.

Drawing submissions shall include but not be limited to:

- a) Plan and profile.
- b) General Servicing Plan
- c) Typical cross section(s).
- d) Typical lot grading sections.
- e) Lot grading drawings.
- f) Typical swale details.
- g) Geotechnical report information.
- h) Specific structure and erosion protection and control details.

- i) Details with respect to storm water management and associated facilities.
- j) Details of water pumping and storage facilities, sewage pumping facilities and any other special facility required for the type of development proposed.
- k) Details of all installations not covered and noted by standard OPSD drawings.
- l) Such other environmental reports as may have been prepared as part of the application process.

## **2.2 Plans and Drawing Requirements**

Drawings must be prepared in a digital format, which is compatible with the current version of AutoCAD, for all new development within the Municipality. The digital files and drawings, including those digital plans showing details of special structures, details, etc., shall be prepared by the Developer's Engineer and provided to the Municipality as a permanent record prior to the Final Acceptance of services required to be provided by the Developer. All digital files are to be geographically referenced in a format suitable for insertion into a geographic information system.

The following standards shall be adhered to in preparation of these drawings:

- (a) Existing services shall be shown as dotted or dashed lines while proposed services shall be shown as solid lines.
- (b) All elevations shown on the drawings are to be of geodetic origin.
- (c) Drawings shall be of a consistent size – 594 mm x 841 mm.
- (d) Scales shall be as follows for drawings:

General Servicing Plan	Scale Ratio	1:1000
Plan-Profile Drawings	Horizontal	1:500
	Vertical	1:50

Ratios shall be shown on all drawings.
- (e) A standard title block placed in the lower right corner of all drawings shall be used in which revisions are clearly dated and displayed, and in which the Municipality is named. A title sheet containing a drawing index shall be provided for each drawing set. A key plan at a suitable scale shall be displayed on all plan and profile drawings as well as the General Servicing Plan. The area covered by each specific drawing shall be identified in the key plan.
- (f) All engineering drawings shall be stamped and dated by the Developer's Engineer prior to issuance for tender.
- (g) Upon completion of the works, As Recorded drawings, as outlined elsewhere in these specifications, shall be submitted prior to acceptance of the services. These drawings shall be comprised of the original drawings that were issued for construction, amended to incorporate any changes implemented during construction.

## **2.3 Plan-Profile Drawings**

Plan-Profile drawings are required for all roads, blocks and easements where services are proposed, for all outfalls, and for all boundary roadways abutting the development. The following standards shall be adhered to in the preparation of Plan-Profile drawings:

- (a) All profiles must be drawn with reference to the geodetic datum (NAD83) noted on each drawing. All drawings must contain a complete legend.
- (b) Drawings are to be prepared so that each street can be filed separately. The street names must be identified on the plan portion of the drawings.
- (c) In general, East-West streets shall have zero chainage at their Westerly limits and North-South streets shall have zero chainage at their Southerly limits. Chainages shall increase from left to right. On the plan portion of each drawing the centerline of construction shall be noted with chainage in 20 metre increments. Chainage for the centerline of construction as well as the chainages for vertical curves (i.e. beginning, end, and apex points) shall be noted on the profile portion of each drawing.
- (d) When the plan must be broken because of curvature, etc., the profile shall be broken as well, so that, insofar as possible, chainage points in plan and profile will coincide vertically. When a street must be displayed on more than one drawing due to its length, match lines shall be used with no overlapping of information.
- (e) The beginnings and ends of curves must be shown on the plan and profile with the radius of curvature shown on the plan. Chainages of points of curvature shall be calculated.
- (f) The chainage and names of intersecting streets shall be shown in plan and profile, and the reference drawing numbers for these streets and for any match lines shall be shown on all applicable drawings. The drawings shall show clearly the proposed profiles, road widths and cross-sections, ditches, ditch gradients, curb gradients if different from the proposed services, north arrow and limits of the proposed work. The plan shall show any required off-street drainage and separate profiles shall be prepared for drainage easements. All detail for intersecting streets including grades must be shown for a distance of 50 metres from the intersection of the intersecting street. All street lines, for drainage or services, shall be shown and all easements.
- (g) Plan-Profile drawings shall identify road allowances, lot and block frontages, easements, and reserves. Curb, gutter, and sidewalk are to be shown and dimensioned on the plan portion of the drawings.
- (h) Storm and sanitary sewers shall be drawn in both plan and profile. In profile, the diameter of the sewer shall be drawn to scale. On the plan portion, sewers shall be described by size, type, and direction of flow. On the profile portion, the length, grade, pipe material and class, usage (storm or sanitary) and bedding type shall be identified.



- (i) Structures associated with sewers (i.e. manholes, catch basins) shall be numbered and drawn on both the plan and profile portions. On the profile portion, the number, offset, size, invert elevations, and applicable OPSD shall be identified for each structure. Safety platforms or drop connections shall be noted on the profile portion where applicable. Top of grate elevations shall be specified for rear lot catch basins.
- (j) Ditch profiles and grades shall be shown.
- (k) Watermains, hydrants, and valves shall be drawn on the plan portion of the drawing. On the profile portion, the diameter of the watermain shall be drawn to scale.
- (l) Water and sanitary service connections shall be shown in the plan portion of each drawing.
- (m) The original and proposed ground profiles shall be plotted. Proposed vertical curves shall be defined by all relevant data (K value, grade, etc.). Proposed roadway profiles shall be displayed sufficiently beyond the limits of construction to confirm the feasibility of future extensions.
- (n) Details of gutter grades for cul-de-sacs and crescents shall be provided on the plan portion as a separate detail at a scale of 1:100.
- (o) Existing utilities and services shall be shown in plan.
- (p) The following additional information shall be shown in plan:
  - Curb radii at all intersections;
  - Location of luminaire poles and transformers;
  - Location and type for all street name and traffic control signs
  - Any special notes related to construction procedures or requirements.

## **2.4 General Servicing Plan**

A copy of the General Servicing Plan shall be submitted to the Municipality identifying the proposed locations of telecommunications, electrical servicing, and gas mains, as well as watermains, storm sewers and sanitary sewers. All locations must be established and resolved by the Developer's Engineer in conjunction with the utility companies and following the locations shown on the Municipality's Typical Cross-Section. The drawing should also display lot and street boundaries and dimensions in accordance with the Registered Plan for the area. Geodetic (with reference to the NAD83 vertical datum) and site benchmarks should also be identified. If applicable, flood lines specified by the local Conservation Authority should be displayed.

## **2.5 Ministry of Environment and Climate Change (MOECC) Applications**

After the engineering design and drawings are accepted by the Municipality, one complete set of engineering drawings and three copies of the Ministry of Environment Environmental Compliance Application (ECA) forms for storm sewer, storm water management, and sanitary sewer approvals (where required) shall be submitted to the Municipality. These copies will be signed by the Municipality and then returned to the Developer's Engineer who will then make application to the Ministry of the Environment and Climate Change for acceptance under the Ontario Water Resources Act. When required, air, noise, and water related applications are also be provided for signing.

For most additions and alterations to the municipal water distribution system, where an ECA is not required, the Developer's Engineer shall provide a complete MOECC Form 1 – Record of Watermains, and all supporting information and calculations.

## **2.6 Other Acceptances**

The Developer's Engineer is required to make all submissions and representations necessary to obtain acceptances from all other authorities affected (Ministry of Natural Resources, Ministry of Transportation, Conservation Authorities, Canada Post Corporation, Fire Marshall, Medical Officer of Health, etc.). The Municipality shall be kept informed of the progress of these submissions by way of copies of all correspondence.

## **2.7 Final Approval of Submission**

After the Municipality is satisfied that they have completed their review of submission of drawings and have documentation from the Developer or his Engineer that all other regulatory agencies have been satisfied with their approval submissions, the Developer shall submit to the Municipality final copies of drawings and specifications in quantities the Municipality may determine sufficient which shall include all details required by the Municipality and the approval agencies. Any changes subsequent to this submission which may be proposed by the Developer or his engineer must be resubmitted to the Municipality for review and for their approval prior to such changes being made in the installation of services. If one year has passed since the date of the acceptance of the drawings by the Municipality and the Developer has not yet entered into a Development Agreement with the Municipality, the Municipal Engineer reserves the right to revoke any or all acceptances related to the engineering drawings.

## **2.8 Services for Individual Residential Lots**

Services for individual residential lots or units shall generally be as follows:

- a) Sanitary service shall be installed 1.5 m to the left of centre of each lot
- b) Water services shall be installed at the centre of each lot
- c) Private drain connections shall be installed 1.5 m to the right of centre of each lot
- d) Telecommunications (Telephone, cable TV and internet) and electrical services shall be installed in a common trench
- e) Driveways shall be located on the opposite side of the lot from pad mount transformers, hydrants, street lights, or perpendicular intersecting roads

## **2.9 Easements**

Where buried services, utilities, channels, overland flow routes, etc., are placed outside the road allowance, permanent easements will be required. The widths of the easements shall be determined through consultation with the Municipality. In general, the buried infrastructure shall be placed in the centre of the easement.

## **2.10 Preparation of Development Agreement**

The draft of the Development Agreement will be prepared by the Municipality. The Developer's Engineer shall prepare a servicing cost estimate for review and inclusion in the agreement related to securities. The Municipality's Clerk must be in a position to clear all conditions of the Draft Plan Acceptance prior to the preparation of the draft Development Agreement Schedules. The following information must be provided by the Developer's Engineer to the Municipality prior to the preparation of the draft Development Agreement Schedules:

- a) MOECC certificates of acceptance for all the services to be constructed if available. If necessary, the Developer's Engineer shall provide a completed MOECC Form 1 for water mains.
- b) The name of the person and/or company with whom the Development Agreement will be executed.
- c) The name, address and telephone number of the developer's lawyer.
- d) Four copies of the Reference Plan.
- e) Four copies of the Legal Description based on the Reference Plan, including but not limited to, easements, reserves and daylighting.
- f) Four copies of the proposed final plan for future registration complete with all the pertinent information as required by the registry office. The plan shall show all required lots, blocks, and easements.
- g) Three copies of the accepted engineering drawings.
- h) A detailed cost estimate of all services to be constructed. This estimate will form the basis for calculation of security to be posted for this development. It shall include:
  - 1. Detailed cost of services;
  - 2. Cost of underground electrical distribution and street lighting (where not part of a separate agreement with the utility);
  - 3. All miscellaneous expenditures;
  - 4. Allowances for contingencies, engineering, and HST.
- i) Proposed timetable for construction of services reflecting phasing.
- j) Proposed landscaping plans where necessary or required.

## **2.11 Requirements Prior to Commencement of Construction**

Following signing of the agreement, receipt of the insurance certificate, receipt of security deposit (i.e., Letter of Credit), and at least two weeks prior to the commencement of construction, the Developer's Engineer shall submit the following information to the Municipality for acceptance:

- Two sets of construction specifications;
- A list containing the Contractor, subcontractors and the Contractor's material suppliers;
- A copy of the signed contract tender complete with prices;
- Proposed disposal sites;
- Insurance documents;
- Project schedules;
- Spills Action plan;
- Any other information as required by the Municipal Engineer or as specified in the Development Agreement.

In addition to the above items, the Developer's Engineer must provide confirmation that all recommendations of the Erosion Control plan are implemented. The Developer's Engineer must schedule a pre-construction meeting and provide sufficient notice of this meeting to the Municipality.

## **2.12 As Recorded Drawings and Record Field Survey**

The Developer's Engineer shall retain a record of all revisions to the design that were implemented during construction. These "record revisions" shall be based on a final survey of the development. The final survey shall include a check of the following items:

- Location and invert elevations of all sewer manholes
- Distances between all sewer manholes
- Location of all roadway catch basins
- Location, rim and invert elevations for all rear yard and lot catch basins
- Location and ties to all valve boxes, chambers, hydrants and other watermain appurtenances
- Pipe sizes and materials, including subdrains
- Road centreline elevations
- Site benchmarks

The original drawings shall be revised to incorporate all changes and variances found during the final survey and to provide ties and additional information to readily locate all underground services. These new amended drawings shall constitute the As Recorded drawing set.

The As Recorded drawings shall display all sewer and road grades recalculated to two decimal places. All street names, lot numbering and block identification shall be checked against the Registered Plan and corrected if necessary. An As Recorded revision note shall be placed on all drawings in the revision block.

At any time up to two years after Final Acceptance of the development, the Municipal Engineer may return the As Recorded drawings to the Developer's Engineer for rechecking and further revision if discrepancies are found. The Developer's Engineer shall be required to explain in writing any major difference between the design and the As Recorded data to provide verification that the alteration does not adversely affect the function of the development services.

A paper and electronic copy of the As Recorded drawings must be submitted to the Municipality for review before "Final Acceptance" of the development will be given.

The Development Agreement shall be referred to for the definition of "Final Acceptance".

### **3.0 ROADS**

#### **3.1 General**

All local roadways for residential development shall be designed and constructed to the urban standard and the typical cross section shown in Appendix "A" to this document. Road allowances shall be a minimum of 20 metres wide. The edge of the roadway paved surface shall have a minimum radius of 9 metres at intersections. Access roads not owned by the Municipality, leading to the area of the development, shall be constructed and maintained to a standard equal to the standards for roadways within the development. On all streets, horizontal and vertical sight distances and vertical curves shall meet Ministry of Transportation (M.T.O.) Geometric Design Guidelines.

Road allowances on cul-de-sacs are to have a minimum radius of 20 metres. Edge of pavement radius on cul-de-sacs are to be a minimum of 13 metres.

Minimum road asphalt width shall be 8.5 metres. The finished roadways shall have a crossfall of 2% from the centerline to each curb line.

Should the development require the construction of arterial or collector roads, the Municipality will establish design widths for that section of road if required. Roadway pavement and road allowance widths for industrial, commercial, or rural development shall be established in consultation with the Municipality.

A qualified geotechnical firm shall be engaged by the Developer's Engineer to confirm the suitability of the minimum pavement designs contained in these guidelines for use in the Development, or to recommend a higher standard if required. The same geotechnical firm shall be retained by the Developer's Engineer to carry out field testing during construction to verify the design.

Copies of all test results and proposed road designs shall be submitted with the engineering drawings. Testing and acceptance of all granular materials at the designated pits prior to placement and subsequent in-situ verification tests shall also be performed by the Developer's geotechnical firm.

Prior to the placement of asphalt pavement, the Developer's Engineer must submit to the Municipal Engineer for acceptance, the asphalt pavement mix designs.

### **3.2 Clearing and Grubbing**

Trees shall be removed so that the specifications for sight distances, grading, ditching, etc., may be met. All stumps, logs, brush, boulders, debris, etc. shall be removed from the street allowance. Unless noted otherwise, all healthy trees not obstructing visibility or installation of services shall be preserved. The Municipal Engineer may give permission to leave trees on the street allowance, providing that they are situated more than 1.5 metres behind the curb.

### **3.3 Grading**

A 2 metre boulevard area behind the curbs and/or sidewalk (as applicable) shall be graded at a minimum of 2% and maximum of 5% towards the curbs. Where the proposed road extends through areas of cut and fill, the area from the edge of the road boulevard to the street line shall be graded with a side slope not exceeding a slope of 3 metres horizontal to 1 metre vertical to meet the original ground. All side sloped ditches and boulevards to the street line shall be protected with nursery sod over a minimum depth of 100 mm of topsoil.

In all cases, topsoil shall be stripped for the complete width of the road allowance and stockpiled at locations accepted by the Municipal Engineer. Rough grading shall be done to bring the travelled portion of the road to the necessary grade and in conformity with the cross-section shown on the drawings. All subgrade material shall be compacted to 95 percent Standard Proctor Density prior to any application of granular base course materials.

Rough grading of all lots and easements must be properly shaped to ensure suitable drainage.

### **3.4 Road Construction**

All road construction shall conform to applicable standards of the Ontario Provincial Standard Specifications (OPSS) and the Ontario Provincial Standard Drawings (OPSD). The granular road base shall consist of a bottom course of 300 mm minimum depth consolidated Granular “B” full width across the roadway and a top course of 150 mm of Granular “A” full width between concrete curbs. The granular materials shall be spread in layers of 150 mm maximum compacted depths, and each layer shall be thoroughly compacted. During and between construction seasons, the granular base shall be maintained suitable for vehicle and pedestrian traffic, including dust control by calcium chloride and renewed if required to the satisfaction of the Municipal Engineer.

Road subdrains shall be provided as required in accordance with OPSS 405.05 and amended to accept only polyethylene Big “O” Boss 2000 or equivalent. The subdrain shall include filter wrap (non-woven type) in accordance with OPSS 1860. The Municipality reserves the right to require video inspection of subdrains prior to acceptance.

### **3.5 Roadway Surface Asphalt**

As soon as the granular base has been completed, it shall be thoroughly compacted and shaped and the base course of asphalt placed (if practical and if with approval from the Municipality). The base course shall consist of 50 mm minimum thickness of HL-4 Base Course Asphalt. Following at least one year from the date of placement of the base asphalt, the Developer shall arrange an inspection with the Municipality to discuss any remedial work that may be required prior to placing the surface coat of asphalt. Not sooner than one year following the completion of any remedial works and as dictated by the Development Agreement shall the surface coat of asphalt be placed consisting of 40 mm minimum thickness of HL-3 Surface Course Asphalt. Asphalt work shall conform in all respects to OPSS 310.

### **3.6 Curbs**

Concrete curb and gutter, of cross-section approved by the Municipal Engineer, shall be provided along all edges of paved roadway surface. Terminations at the limits of the subdivision shall be either joined to existing concrete curbs or rounded to reduce hazard to traffic. Construction shall conform to OPSS 353.

Driveway depressions shall be formed in the curb according to OPSD 351.010. The maximum width shall be 9.0 m. If a driveway location cannot be determined at the time of pouring, a full section of curb and gutter shall be poured continuously. When the driveway location is determined, a driveway depression can be cut with a curb cutting machine providing the section to be cut is free from cracks and other defects. The Municipality reserves the right to request semi-mountable curb and gutter where they deem it appropriate. All curb and gutter is to be protected from damage by heavy equipment and vehicles. Two stage curb is not permitted.

### **3.7 Sidewalks**

A 1.5 metre sidewalk shall be constructed on one side (minimum) of each street within the development. Sidewalks shall have a minimum depth of 125 mm and shall be bedded in granular in accordance with the current OPS standard details. On arterial or collector roads, sidewalk shall be placed on both sides of the road. The sidewalks shall be increased in thickness from 125mm to 150mm at all driveway locations, and 200mm for commercial or industrial driveways. Granular depth shall be 150mm minimum or increased to the same depth as the sidewalk or drive where installed thicker.

Sidewalks shall be placed prior to construction of asphalt or concrete driveways.

### **3.8 Accessibility**

As part of construction of any concrete curb and gutter, sidewalks or other surface structures, the Developer will be responsible for construction of all Works in accordance with the Municipality's and the Province of Ontario's current accessibility standards and regulations to provide full access where possible, to all individuals in the community.

### **3.9 Turning Circles**

Where construction is phased, the Municipality may require the installation of temporary turning circles. These turning circles will be constructed in accordance with the requirements for cul-de-sacs in Section 3.1 of this Schedule. Temporary cul-de-sacs shall be paved and curb and gutter shall be provided when needed to contain surface water and direct it to the storm sewers.

### **3.10 Adjacent Roads**

Whenever a development abuts adjacent roads, improvements to those roads and the installation of all municipal services shall extend to the limit of the property owned by the Developer.

### **3.11 Daylighting Requirements at Intersections**

Where deemed necessary by the Municipality, daylighting at intersection quadrants shall be included in the road allowances to provide for uniform boulevard widths. When required, daylighting details (location, and size) shall be included on the proposed plan for Registration and on all engineering drawings.

### **3.12 Location of Utilities**

The location of utilities within the road allowance shall be as detailed on the Municipality's standard drawings. Utility drawings shall be submitted to the Municipal Engineer for acceptance of the proposed utility locations. All utility wiring is to be housed underground or direct buried. Hydro transformers are to be housed in suitable enclosures and mounted on transformer pads installed at the final elevation of the adjacent ground. The location of transformer pads shall be as detailed on the Municipality's standard drawing and are typically to be located in the opposite boulevard of the sidewalk. Telecommunications junction boxes may be mounted at the surface in accepted standard enclosures.

### **3.13 Community Mail Box Requirements**

Community mail centres and/or site individual super mail boxes shall be placed in locations accepted by the Municipality. Community mail centres shall be constructed centrally and suitably located in consultation with the Canada Post Corporation. The design of the community mail centre must incorporate such criteria as pedestrian safety, traffic flow and aesthetics.

The Municipality may require the developer to furnish the following amenities within the community mail centre:

- Park benches
- Fencing
- Litter containers
- Landscaping
- Pedestrian lighting
- Concrete pad or interlocking stone surface
- Architectural controlled kiosks
- Adjacent car bays parallel to the travelled portion of the roadway.



All details associated with the community mail centres or super mail boxes shall be identified on the Engineering Drawings and will be subject to review by the Municipality. The Developer shall be responsible for constructing community mail centres within residential developments, prior to the issuance of the first building permit.

The acceptance of Canada Post Corporation with respect to location of community mail centres and/or site individual super mail boxes will be required prior to the acceptance of the Engineering Drawings by the Municipal Engineer.

### **3.14 Snow Clearing**

Snow clearing operations prior to “Final Acceptance” may be carried out by the Municipality if so requested in writing by the Developer; the associated costs will be charged back to the Developer.

### **3.15 Driveways**

On corner lots, driveways shall be on the side of the lot furthest from the corner.

All driveways shall be paved with a hard surface from the back of the curb to the sidewalk, or a distance of 4.0 m.

### **3.16 Other Requirements**

Whenever it is necessary to cut through an existing Municipal road, the Contractor will be responsible to obtain a permit from the Municipality. The placement and compaction of the backfill material and the restoration of the surface pavement shall be done in accordance with the standard and specifications in effect at that time.

Before making detours, permission is required from the Municipality’s Public Works Department. Where the road is not part of the Municipality’s road system, acceptance from the appropriate road authority will also be necessary. In all cases, the fire, police departments, school bus companies and ambulance service must be notified by the Developer or its Contractor.

All work will be done in accordance with ordinances and By-laws of the Municipality.

## **4.0 STORM DRAINAGE/STORMWATER MANAGEMENT**

### **4.1 Approval of Design and Plans**

Storm sewers shall be provided to serve the whole of the development. Drawings shall consist of an overall plan, a plan and profile of each storm sewer, drawn to the same scale as the roads, pipe bedding, Maintenance Holes, and other appurtenances. Design (including all drawings and calculations) of the proposed works must be submitted to the Municipal Engineer and applicable government agencies for approval. Plans of the entire system shall be submitted to the Ministry of the Environment and Climate Change for approval. Approval for construction will not be given until all Environmental Compliance Certificates have been received from the MOECC and all other applicable government agency approvals have been received.

## **4.2 Stormwater Management Report**

A Stormwater Management Report setting out the existing and proposed drainage pattern shall be submitted to and approved by the Municipal Engineer, the Maitland Valley Conservation Authority and the Ministry of the Environment and Climate Change. Should the development be of a size or location that the Conservation Authority has no requirement to regulate the stormwater management criteria, or in the event that specific design details are not provided by the Conservation Authority, the guidelines in Appendix “B” shall apply.

The stormwater management requirements within the Municipality shall be those of the local Conservation Authority or as listed below in the general requirements:

- Quality and quantity control – as dictated by the local Conservation Authority and/or the MOECC. Quantity control shall restrict post-development runoff flows to pre-development flows between the 5 and 100 year / Regional storm events
- ☐ The design storm for the minor systems shall be the 5 year storm for local storm sewers and the 10 year storm for trunk facilities. The major system shall be designed to convey the Regional storm.
- ☐ Sediment and erosion control measures associated with the stormwater management requirements shall be identified on the drawings for works to be included during the construction and for permanent measures.

## **4.3 Connection to Municipal System**

The storm sewers shall be connected to the Municipal storm sewer system (where feasible) or discharged to a natural watercourse as approved by the Municipality, Conservation Authority, and the Ministry of the Environment and Climate Change.

## **4.4 Design Criteria**

The stormwater management system shall be designed by using MIDUSS (current version) or an alternate approved hydrologic model. The Developer's Engineer shall consult the Conservation Authority as to the appropriate storm distribution and duration to be used. The Developer's Engineer shall advise the Municipal Engineer in writing as to the Authority's requirements. The Developer shall ensure that the Municipality is aware of any requirements that the Conservation Authority may have so that they can be reviewed, discussed, and revised should the Municipality deem it necessary.

The design of the stormwater management system shall be in accordance with the following:

- Appendix “B”, Section A – Storm Drainage and Stormwater Management;
- Latest version of the “Stormwater Management Practices, Planning and Design Manual”, as prepared by the Ministry of the Environment and Climate Change.

## **4.5 Location**

The storm sewer shall be located under the gutter line, with lateral connections to catch basins located within the curbing.

## **4.6 Sewer Pipe Material**

Sewer pipe material shall be:

- (a) Concrete Sewer Pipe (Rigid)
  - 150 mm to 250 mm non-reinforced Class 3 – CSA certified to A257.1
  - 300 mm or greater reinforced as specified in the tender form – CSA certified to A257.2
- (b) Polyvinyl Chloride (PVC) Pipe (Flexible)
  - Class SDR 35 or Class V (320 kPa)
  - Annular ribbed profile for ripped pipe
- (c) Polyethylene Sewer Pipe (Flexible) – CSA certified Sewer Class to B 182.6
  - 150 mm to 750 mm
  - smooth inner wall, annular corrugated profile (320 kPa), 15 PSI bell and spigot joints shall have elastomeric gaskets (CSA certified to B 182.6)

The minimum size, including catch basin leads, shall be 300 mm. The Municipality may require a larger storm sewer size on parts of the subdivision than required for the subdivision alone.

## **4.7 Storm Sewer Construction**

Storm sewer construction and pipe bedding shall conform to the requirements of the Ontario Provincial Standard Specifications for sewer construction. Pipes shall be bedded in approved granular materials.

Catch basin leads shall be connected to the main sewer with a Maintenance Hole except where the main sewer size exceeds 450 mm diameter, in which case the lead can be connected directly to the main sewer using a factory manufactured “Tee”.

## **4.8 Maintenance Holes and Catch Basins**

Concrete Maintenance Holes shall be provided at all changes in direction of the sewer and at all street intersections, normally at intervals of 120 m or less. Maintenance Holes shall be 1200 mm diameter or larger, conforming to OPSD Series 700. Benching shall be provided in all Maintenance Holes. Catch basin Maintenance Holes shall contain a sump or minimum depth of 300 mm below lowest invert on sewers up to and including 600 mm diameter.

Frames and covers shall be OPSD 401.01 Type A, or approved equal, set on not less than three (3) layers nor more than six (6) layers modoloc pre-cast units, which shall be parged on the outside face.

Catch basins shall be provided on both sides of the street at all low areas but no further apart than 90 m. Catch basins for depth up to 2 m from ground level to invert shall be 600 mm square concrete conforming to OPSD 705.01. For greater depths, catch basins-Maintenance Holes shall be used conforming to OPSD 701.03. Frame and grates shall be OPSD 400.110.

#### **4.9 Private Drain Connections**

Private storm service connections (PDC) are required for all lots or units in the new development. PDC's shall be installed at a minimum depth of 1.5 m. All buildings shall have their footing drains connected to a sump pump with discharge to these private drain connections.

### **5.0 SANITARY SEWERS**

#### **5.1 Approval of Plans**

Plans of the entire system shall be submitted to the Ministry of the Environment and Climate Change for approval following acceptance of the plan by the Municipal Engineer. This submission shall consist of an overall plan, a plan and profile of each main sewer drawn to the same scale as the roads, together with typical details of house service connections, pipe bedding, Maintenance Hole covers, all special bends and connections and other appurtenances. Approval for construction will not be given until the Certificate of Approval for all infrastructure and facilities has been received from the Ministry of the Environment and Climate Change.

#### **5.2 Location**

The main sewers shall be located along the centre of the street allowance. House connections shall terminate at the property line for each lot.

#### **5.3 Material**

Main sewers shall be P.V.C. (SDR35) or approved alternate. House connections shall be P.V.C. (SDR28) or approved alternate. All joints shall be of the rubber gasket type as approved by the Municipal Engineer. Approved caps shall be provided for service lateral terminations.

#### **5.4 Design Standards**

Sanitary service shall be designed in accordance with current MOECC design guidelines.

The minimum size for main sewers shall be 200 mm diameter. House connections shall be a minimum of 125 mm in diameter. For multiple dwelling, industrial or commercial buildings, the service connections shall be sized to accommodate the flow.

#### **5.5 Sanitary Sewer Construction**

Sewer construction and pipe bedding shall conform to the requirements of OPSS 410 for sewer construction. A minimum 2.5 metre depth of cover shall be provided over all sanitary sewers and service laterals.

## **5.6 House Connections**

Plan locations and invert elevations, for all house connections at the street line, shall be shown on the drawings. Minimum fall on house connections shall be 2%; maximum 8%. Where the depth of sewer is excessive, a riser may be used over the main sewers. Shop manufactured “Tee” connections shall be used for house connections to the main sewer. Each service lateral shall be complete with a manufactured “Wye” connection and 100 mm diameter cleanout that shall extend to the ground surface level. The top of the cleanout shall be installed flush with the ground surface 300 mm outside the lot line complete with a bolted cap (Malcolm or approved equal), clearly marked “Sewer”, attached using a PVC fitting. Flexible couplings should not be used to connect the bolted cap to the cleanout. A P.V.C. gasketed cap shall be installed on each service lateral termination at the street line and made watertight. The ends of all services shall be marked by a 50 mm x 100 mm wood post extending from the service to 300 mm above the surface of the ground and the top section painted fluorescent green. Connections to Maintenance Holes shall enter the structure no higher than 0.5 m above the lowest invert, except as otherwise approved by the Municipal Engineer.

## **5.7 Grinder Pumps**

Should the development require the use of Grinder Pumps, they shall be E-One sewer systems curb stop c/w integral stainless steel check valve equivalent. Service box to have stainless steel stem. Isolation valves to be located at the property line of each service. Valve box covers to be stamped “SEWER”.

Service pipe to be 32 mm (minimum), Polyethylene (PE) DR-11 tubing, compression joint connections for PE service pipe requires a stainless steel tube liner with a fluted end as supplied by the corporation stop manufacturer.

Should grinder pumps be required, more detailed design, material and installation specifications will be provided by the Municipality.

## **5.8 Maintenance Holes**

Concrete Maintenance Holes shall be provided at all changes in direction of the sewer and at all street intersections, but no further apart than 120 m. Maintenance Holes shall be 1200 mm dia. conforming to OPSD 701.010 or as required for larger trunk sewer sizes. Benching shall be provided in all structures.

## **5.9 Testing and Flushing of Sewers**

The complete sewer system, including house connections, shall be tested (infiltration / exfiltration / deflection), and flushed in accordance with OPSS 410, including video inspection. The Developer shall arrange the tests for sections of sewer between Maintenance Holes and shall inform the Municipal Engineer when a section is on test and ready for inspection. Sewers shall be video inspected at least twice by the developer, once immediately prior to base asphalt and once immediately prior to surface asphalt placement. Any sections of sewer which fail to meet the requirements of this section shall be repaired and retested.

## **5.10 Completion and Acceptance**

The complete sewage collection system installation must be approved by the Municipal Engineer prior to the issuance of building permits for the subdivision.

## **6.0 WATERMAINS**

### **6.1 Approval of Plans**

Plans of the entire system shall be submitted to the Municipal Engineer for approval and prepared in accordance with the Ministry of Environment Guidelines and the Municipal Drinking Water Licensing Program (as applicable). The developer shall provide a complete MOECC Form 1 – Record of Watermains (and any supporting information) for any addition to, or alteration of North Huron owned water distribution systems.

The submission shall consist of an overall plan, a plan and profile of each watermain drawn to the same scale as the roads, together with typical details of house service connections, pipe bedding and other appurtenances. Approval for construction will not be given until all the requirements of the Ministry of the Environment and Climate Change and the Municipal Drinking Water Licensing Program are fulfilled and the necessary approvals received.

### **6.2 Locations**

- Watermain: The watermain shall typically be installed within the road allowance, in accordance with the Municipality's Typical Cross-Section.
- Service Lines: In general, house services shall not be installed in driveways. Where the driveway location is unknown at the time of watermain construction, service connections shall terminate at the property line at the centre of each lot.
- Main Valves: To be located at the extension of property line, where the valve is being installed at intersections.
- Curb Stops: To be provided for each service connection and to be located at the lot line.
- Hydrants: Fire hydrants shall be installed at the end of cul-de-sacs and other permanent dead-end watermains. They are preferred to be located at street intersections, same side as the watermain, consistent side of road, property lines, high points, low points, and should have 2.0 metres of clearance on either side from obstructions and clear to the curb line at the front.

### **6.3 Design**

Watermains shall be designed in accordance with current MOECC design guidelines. Minimum distribution pipe size shall be 150 mm diameter. Watermains shall be looped to existing municipal systems.

## 6.4 Material and Size

All materials for watermains, valves, valve boxes, etc. shall be supplied by the Contractor. All materials supplied under this contract shall comply with the latest edition of the applicable AWWA standard. Oils and lubricants used in assembly shall be 'Food Grade' and shall comply with the latest edition of NSF/ANSI Standard 61. **No substitutions shall be considered without the Municipality's approval.**

### Watermain

Watermain material shall be Polyvinyl Chloride PVC DR18 – AWWA C900 or C905. Pipe joints shall be bell and spigot with rubber gaskets.

Minimum size – 150 mm. Minimum depth of cover – 1.8 m.

### Fittings

Fittings shall be ductile iron cement mortar lined mechanical joint (MJ) type conforming to AWWA C110 and AWWA C111 or PVC, conforming to AWWA C907, with adaptors to suit other materials, where necessary. Ductile iron fittings to be bonded or have lead tip gaskets used.

### Gate Valves

Valves shall be resilient – seated gate valves. Main line valves to be MJ type with standard operating nut. Hydrant valves to be MJ to MJ gate valve with standard operating nut.

All valves to be supplied with "O" ring packing for water use and **open counter-clockwise**.

Valve boxes to be 133 dia. mm slider type sections and guide plate as supplied by Bibby-Ste-Croix.

Tapping valves and sleeves must meet with approval of the Operating Authority.

Resilient-seated gate valves shall be in accordance with AWWA C509.

### Hydrants

Fire hydrants shall be the Mueller Canada Valve "Century" type c/w flanged boot. Hydrant specifications as follows:

- ☐ 2-64 m hose connections (Ontario standard thread)
- ☒ 1- 100mm "Storz" type pumper connection painted black
- ☐ Hydrant shall **open counter-clockwise** with 32mm square operating nut
- ☐ Colour shall be **yellow**
  
- ☐ Hydrant length shall be such that the bottom of the upper barrel shall be 150mm above finished grade
- ☐ Minimum cover on hydrant lead shall be 2.0m

Dry barrel hydrants shall be in accordance with AWWA C502.

All hydrant legs shall be 150mm diameter and shall be supplied from watermain of not less than 150mm diameter.

### **Services Min. 19 mm, Max. 50 mm**

- Main Stops – Full port ball, Model No. H-15008 by Mueller, Ford Model No. F1000 or equivalent. C.C. thread inlet/compression joint outlet.
- Curb Stop - Full port ball valve Model No. H-15209 by Mueller or Ford Model No. B-44 or equivalent. Compression joint inlet/compression joint outlet.
- Pipe - to be Cross-linked polyethylene (PEX) conforming to AWWA C904. The unit price shall include the cost of supply and installation of tracer wire.
- Service tubing shall be installed to a minimum depth of 2.0m cover.
- Service Boxes - Model No. A-726 by Mueller or Concord-Clow Model No. D1. Service box with 25 mm steel upper section. Box lids shall be regular ribbed marked “Water” with brass pentagon plugs.
- Service Saddles – Model No. FS303 by Ford or equivalent.
- Couplings to be compression style; Model No. H-15403 by Mueller or Model No. C-44 by Ford or equivalent.

Underground service line valves and fittings shall be in accordance with AWWA C800.

Model numbers shall be stamped on all valves and materials.

### **Cathodic Protection**

In accordance with OPSD 1109.011 and as noted below:

<b>Appurtenances</b>	<b>Method of Protection</b>
i) Piping	Not required.
ii) Hydrants	One anode per each (see hydrant standard drawing OPSD 1105.010).
iii) Services <ul style="list-style-type: none"> <li>• Each copper service</li> </ul>	One anode per each service. One anode installed per each curb stop and main stop.
iv) Valves	Sacrificial zinc nuts.
v) Fittings (epoxy coated) Fittings (no coating)	Sacrificial zinc nuts One anode per each or sacrificial zinc nuts.

- Anode sizes shall be 5.5 kg for watermain appurtenances up to and including 300 mm diameter and 11.0 kg for watermain appurtenances greater than 300 mm.
- Anodes for steel pipe encasement shall be 11.0 kg for all sizes.
- Sacrificial zinc nuts shall be of the protecto-cap type and installed on each bolt.



## **Saddles**

Model No. FS303 by Ford, stainless steel (18 gauge min.), double bolted. Band width to be equal to or greater than the diameter of the watermain.

## **Tracer Wire**

All PVC watermain to be provided with a Type TWU No. 12/7 strand copper cable having thermoplastic insulation rated for underground use and strapped to the top of the pipe every 5.0 metres with a brass or galvanized clamp.

## **Thrust Restraints**

OPSS 441.07.23 is amended to the following insert:

All thrust restraint shall be designed to adequately provide the minimum amount of pipe/joint restraint required by mechanical joint restraint device alone. Concrete thrust blocks are not an accepted method of thrust restraint in the Township of North Huron except for connections to an existing main as directed by the Operating Authority or their designate.

Design of the pipe joint restraining systems shall consider the pressures that the system will be subjected to as well as any expansion and contraction due to temperature changes during and following construction of the various pipe materials selected. Restrain lengths for watermain 100 mm to 300 mm shall be in accordance with the requirements outlined below. Restrained length calculations for watermain 400 mm and greater shall be supplied by the pipe manufacturer using the design criteria set out below.

Thrust restraint shall be provided at all fittings, bends, tees, valves, hydrants, crosses, reducers, and plugged or capped dead ends.

For DI pipe refer to AWWA C600 – Section 3.8. For PVC pipe refer to UNI-BELL and AWWA M-23.

Hydrants shall be restrained with mechanical thrust restraints.

### **Design Criteria (Thrust Restraint):**

All inline valves up to 300 mm in size shall be mechanically restrained and as well one (1) full pipe length (6m) on each side of the restrained valve must be mechanically restrained with a minimum of two (2) steel rods to be used on the restraints.

All bends up to 200 mm in size must be mechanically restrained and as well one (1) full pipe length (6m) on each side of the restrained bend must be mechanically restrained with a minimum of two (2) steel rods to be used on the restraint.

All bends from 250 mm to 300 mm in size shall be mechanically restrained and as well two (2) full pipe lengths (12m) on each side of the restrained bend must be mechanically restrained with a minimum of four (4) steel rods to be used on the restraints.

All dead ended watermain up to 200 mm in size cap and or plug shall be mechanically restrained and three (3) full pipe lengths (18m) must be restrained prior to the end of that watermain with a minimum of two (2) steel rods to be used on the restraints.

All dead ended watermain 250 and 300 mm in size cap and or plug shall be mechanically restrained and as well five (5) full pipe lengths (30m) must be restrained prior to the end of that watermain with a minimum of four (4) steel rods to be used on the restraints.

All dead end watermain shall include a 50 mm blowoff assembly.

All fitting which would include tees, fire hydrants, reducers and crosses up to 300 mm in size shall be restrained and as well two (2) full pipe length (12m) on each side of the fitting and must be mechanically restrained with a minimum of two (2) steel rods to be used on the restraints.

All branch valves shall be treated as dead end watermain and shall be restrained according to the above mentioned dead end watermain criteria.

NOTE: If any joint is encountered in the above restrained lengths it must also be restrained.

## **6.5 Watermain Construction**

All watermain and appurtenances are to be installed, bedded and backfilled in accordance with current Ontario Provincial Standard Specifications, Safe Drinking Water Act, Drinking Water Works Permit, The Municipal Drinking Water License, and the most current recent version of ANSI/AWWA C651, the MOECC “Watermain Disinfection Procedure”, and to the satisfaction of the Municipality. Minimum 1.8 metre depth of cover over all mains and services. Main valves and hydrant sets shall, generally, be located at a maximum spacing of 200 metres and 150 metres, respectively. Hydrant spacing for commercial areas may require reduced spacing. At main intersections, a main valve shall be provided at each direction from the intersection.

## **6.6 Flushing, Testing and Disinfection**

All watermain shall be tested, flushed, swabbed and disinfected. Such procedures shall be in accordance with OPSS 441 for pressure testing and the most recent version of AWWA C651 and the MOECC “Watermain Disinfection Procedure” for disinfection and connection to the waterworks system. The Developer shall inform the Municipal Engineer when the watermain is to be tested and disinfected. Bacteriological testing will be completed by the municipal operating authority. The Developer will be billed for any testing or retesting required. Any failure of the testing and disinfecting shall require the Developer to reflush, retest and/or redisinfect the watermain until the watermain has met the requirements of the Ontario Provincial Standard Specifications and the MOECC, to the satisfaction of the Municipality. Minimum requirements for bacteriological testing are:

- Escherichia coli – not detectable
- Total coliforms – not detectable

All chemicals and materials used in the disinfecting of the drinking water system shall conform to the following standards:

- ☐ AWWA B300 for Hypochlorites
- ☐ AWWA B301 for Liquid Chlorine
- NSF/ANSI 60, Drinking Water Treatment Chemicals – Health Effects
- NSF/ANSI 61, Drinking Water System Components – Health Effects.

## **6.7 Completion and Acceptance**

The complete water distribution system installation must be approved by the Municipality prior to the issuance of building permits for the subdivision.

## **7.0 UTILITIES AND STREET LIGHTING**

### **7.1 Telecommunications**

Telecommunication services, which include telephone, internet, and television, shall be provided and installed in a corridor at the location provided in the typical cross section. The Developer must bear the cost of any surcharges for underground installation made by the provider(s) and must grant them any easements for their services. The developer may wish to reference existing Municipal Access Agreements between the Township and the various utilities.

### **7.2 Telecommunication Companies**

There are a number of telecommunication companies that may have interest in providing installations. The developer shall insure that all have the opportunity to be installed and shall provide service. The developer shall provide to the Municipality documentation, satisfactory to the Municipality that all such companies have been contacted and offered the opportunity for installation.

### **7.3 Electrical**

Underground electrical installation shall be completed to the satisfaction of the local power distribution company based on their most current specification.

### **7.4 Gas Servicing**

Developers shall insure that a corridor is provided for the future installation of gas distribution mains and services throughout the subdivision. Should, within the time that the development is being serviced, gas supply is available, then the developer shall arrange for its installation.

## 7.5 Street Lighting- LED Lights

The requirements for streetlighting may vary based on location and service type. Typical spacing for urban installations will be approximately 40m – 50m and / or be installed on alternating utility poles. A lighting study may be required by the municipality during the site plan approval process. Acceptable fixtures are full cut-off type LED fixtures and are indicated below:

### For Areas Serviced by Hydro One

#### Cobra head

XSPA\_2GE-USN (43-112 LED watts)

#### Decorative

Contempo LED- Series 245 L (60-71 LED watts)

### For Areas Serviced by Westario Power

#### Cobra head

XSPA\_2GC-USN (43-112 LED watts)

#### Decorative

Symphony CA23T4(60-71 LED watts)

Domia CY55P1UF (60-71 LED watts)

**Colour Temperature:** 4000 K

## 8.0 LOT GRADING

As part of a submission with the servicing drawings, an overall lot grading plan shall be provided to the Municipality. Existing ground elevation contours shall be shown with not greater than 1 m intervals and spot elevations shall be located along lot lines adjacent to the development. Further, spot elevations shall be shown a minimum of 30 m beyond the limit of the development to provide an indication of the adjacent grading.

Section B of Appendix “B” should be referred to for specific standards related to lot grading, however, the general requirements are as follows:

The lot grading plan to be provided shall include proposed finish grade elevations and details as follows:

- ☐ All lot corners.
- ☐ All changes in grades.
- ☐ Along the centreline of the road at 20 m intervals.
- ☐ On all building sites, elevations adjacent to foundations, retaining walls or changes in elevation.
- ☐ Ditch or swale bottoms.
- ☐ All intersecting lot lines.
- ☐ Any location where the grade changes in slope.

Lot grading drawings shall include directions of both minor and major overland flow routes with arrows on drawings.

These drawings shall be provided together with stormwater management reports and stormwater management facility drawings to provide information suitable for the Building Official to review individual site-specific grading plans.

Any regional flood, fill lines or erosion control lines shall be shown on the lot grading plans to the satisfaction of the Conservation Authority.

The Developer shall note that the review and approval of a lot grading plan by the Municipality does not provide assurance that a specific style of house will suit an individual lot and applications for building permits must provide for a dwelling unit that suits the style of grading proposed by the Developer.

General lot grading standards are as follows:

- Lot grading is 2% minimum, 6% maximum.
- Driveways – 2% minimum, 6% maximum.
- Drainage Swale – 2% minimum, invert slope – 0.3 m minimum depth, 4:1 maximum side slopes.
- Terraces or Changes of Grades shall be at a slope no more than 3:1. Where there are terraces or retaining walls proposed, a horizontal area a minimum of 2 m in width, shall be provided at the extent of each change in grade before terrace slopes are proposed.

## **9.0 PARKLAND AND LANDSCAPING**

### **9.1 Parkland**

Where park areas are dedicated to the Municipality as part of the development, the Developer shall grade and seed the parklands so that they are suitable for recreational use. Grading shall be to a minimum slope of 2% and appropriate drainage swales and outlets shall be provided to the municipal sewer system or to an appropriate outlet. The requirement for fencing or further landscaping of a park area will be reviewed with the Developer at the time of Draft Plan submission along with the location and geometry of a proposed park. Stormwater management facilities and environmentally sensitive areas are not to be considered appropriate for parkland dedication.

### **9.2 Landscaping**

Boulevards shall be finished with a minimum of 150 mm of topsail and shall be sodded or seeded.

At least one tree shall be planted in the boulevard in front of each lot (single family or semi-detached) generally within one year of the completion of the curb and gutter and paving in that section of subdivision. On corner lots, a second tree will be required on the flankage. Trees are to be planted so as not to interfere with other street functions or services when the tree matures. Trees shall be planted in the boulevard, generally opposite the driveway on any lot and not interfering with municipal services.

Trees shall a minimum 60-70 mm dia. measured 300 mm above the ground and shall be No. 1 nursery stock. The Municipality maintains a list of current species of trees acceptable for use in new development and the Director of Public Works shall be consulted to designate species at the time of planting.

Tree planting and care procedure shall include the following:

- ☐ Check for underground services of: hydro, water, phone and cable by obtaining locates.
- ☐ Dig holes with appropriate equipment. Holes shall be 250 mm wider in circumference and the same depth as the root ball.
- ☐ Loosen, untie and fold down burlap and rope from tree trunk and place in hole. Place root ball in the centre of hole and ensure that the top of the root ball is flush with surrounding terrain.
- ☐ Backfill with native soil. Adjust if necessary and pack the root ball firmly.
- ☐ Add a Mulch ring at a depth of 10 cm (4") at the base of the tree keeping the Mulch from touching the trunk directly. Termite resistant mulch shall be used in the Termite Zone.
- ☐ Stake tree for two years using rubber garden hose to protect tree from being cut by support wires
- ☐ To protect the trunk from line trimmers where mulch is not used - use a 20 cm (8") section of solid drainage tile.
- ☐ Water newly-planted trees regularly during the first year
- ☐ Remove stakes from trees after 2 years or if tree is in a windy location postpone stake removal for 2 more years adjusting the wire and hose accordingly
- ☐ Top up mulch ring as required on yearly basis.
- ☐ Use care when grass cutting or when using a line trimmer at the base of the tree ensuring the trunk is not struck.

All trees that die or fail to grow (as per the discretion of the Municipality) prior to "Final Acceptance" shall be replaced by the Developer.

### **9.3 Walkways**

Walkways shown on the Plan of Subdivision shall be constructed between parkland and adjacent streets or from street to street. They shall consist of a concrete sidewalk of minimum width of 1.5 m. The walkway boulevard shall be landscaped, topsoiled and seeded. A standard 1.5 m high chain link fence shall be placed along both sides of the walkway right-of-way with bollards placed at each end of prevent vehicular traffic from using the walkway.

## **10.0 TRAFFIC AND STREET SIGNS**

The Developer shall be responsible for erecting all traffic street name signs within the development. These signs may be provided by the Municipality at the Developer's expense. The Developer shall further be responsible for providing lot identification signs on each lot outlining the appropriate municipal address (911 address) for said lot.

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## **11.0 ASSET MANAGEMENT**

Prior to Final Acceptance of the services as defined in the Subdivision or Development agreement, the developer shall engage his Engineer to provide to the Municipality a detailed list of the cost of all of the assets for the purpose of the Municipality's asset management system.

## **12.0 PAYMENT TO DEVELOPERS**

The Municipality shall not be liable for any costs arising out of the construction of services except the oversizing of the works are required for future development.

The Township will pay the marginal cost of any requested oversizing of sanitary collection, water distribution, stormwater collection works and appurtenances beyond an increase in one nominal pipe size above that which might be needed for the development.

For example, where a sanitary sewer (or a watermain) designed solely for the development might require the developer to install a 250 mm dia. pipe, a request for oversizing beyond one pipe size or 300 mm would result in the Township paying the marginal cost.

Where a storm sewer is requested that is larger than that required for the development and any offsite flows (based on their current developed state), the Municipality will pay the marginal difference in cost for supplying the larger size pipe and appurtenances beyond one incremental pipe size of that needed.

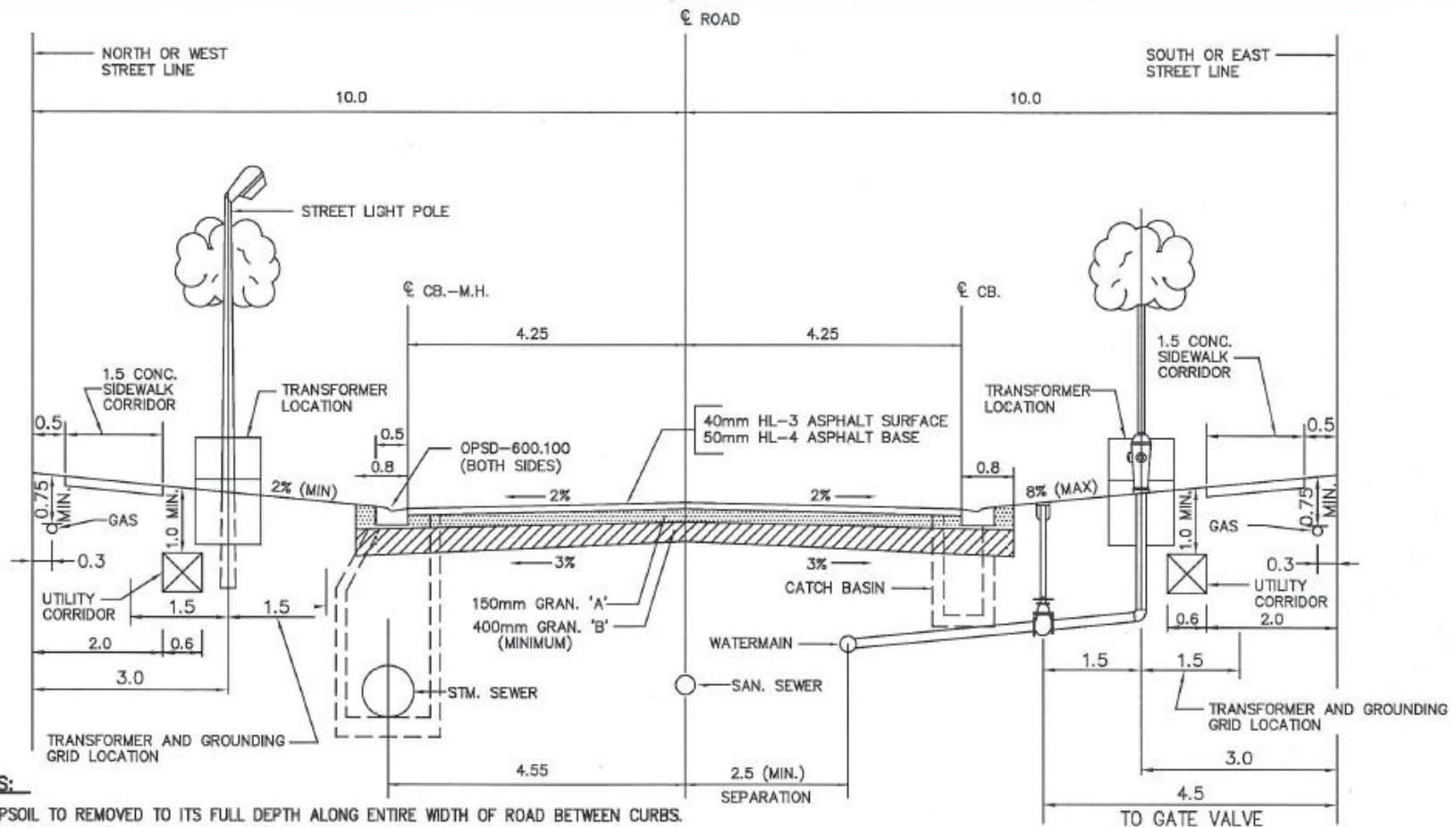
## **13.0 REVISIONS TO SERVICING GUIDELINES**

The Municipality reserves the right to amend these guidelines at any time and/or to further clarify the requirements found herein.



# **APPENDIX “A”**

## **TYPICAL CROSS SECTIONS**



#### NOTES:

1. TOPSOIL TO BE REMOVED TO ITS FULL DEPTH ALONG ENTIRE WIDTH OF ROAD BETWEEN CURBS.
2. BOULEVARD TO BE FULLY SODDED AS SPECIFIED.
3. ROAD RECONSTRUCTION DESIGN TO BE CONFIRMED BY GEOTECHNICAL DESIGN. SUBDRAIN TO BE PROVIDED BASED ON MUNICIPAL STANDARDS AND GEOTECHNICAL RECOMMENDATIONS.
4. ROAD CROSSINGS DEPTHS FOR UTILITIES - HYDRO 1.2 MIN.  
- BELL TELEPHONE, UNION GAS, CABLE TV 1.0 MIN.  
- WATER .8 MIN.
5. ALL WATER SERVICE BOXES TO BE SET AT THE PROPERTY LINE.
6. SIDEWALK TO BE ON ONE SIDE IN RESIDENTIAL AREAS.
7. TRANSFORMER TO BE ON OPPOSITE SIDE TO SIDEWALK WHERE POSSIBLE.

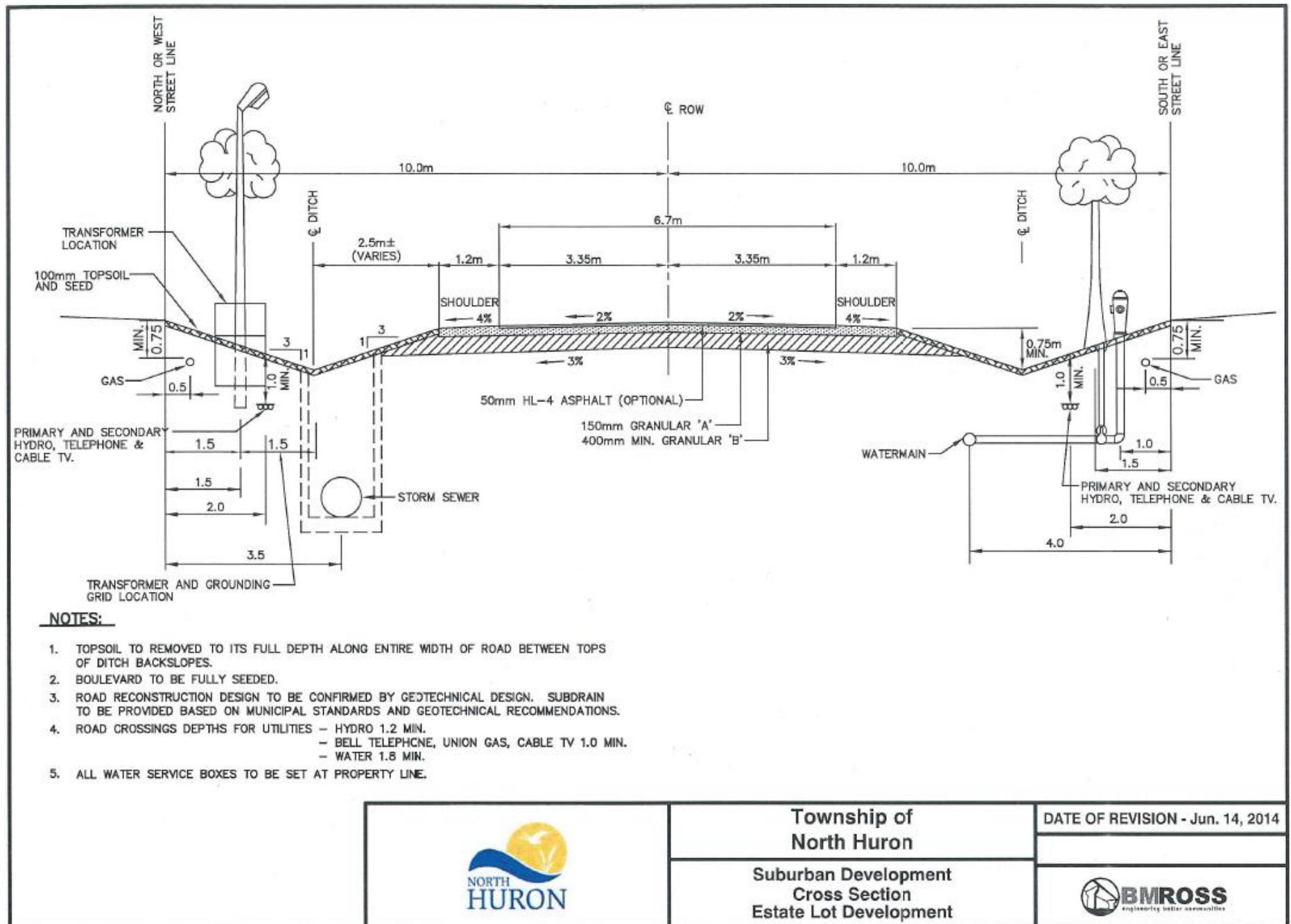


#### Township of North Huron

#### Typical 20 meter Urban Subdivision Section and Service Locations Local Residential Streets

DATE OF REVISION - Jun. 14, 2018





## **APPENDIX “B”**

# **STORMWATER MANAGEMENT GUIDELINES FOR SITE PLANS OR SMALL DEVELOPMENTS**

## **SECTION A – STORM DRAINAGE AND STORMWATER MANAGEMENT**

### **1.0 DRAINAGE POLICIES**

#### **1.1 Application**

These drainage policies will apply to all development or redevelopment requiring site plans or other planning approvals. Where the local Conservation Authority determines the development is in their regulated area or they have an interest in the development, their guidelines and policies shall apply.

#### **1.2 Drainage Objectives**

The Township of North Huron has set the following objectives for the management of storm drainage within its boundaries:

- Reduce to acceptable levels, the potential risk of health hazards, loss of life and property damage from flooding.
- Reduce to acceptable levels, the incidence of inconvenience caused by surface ponding and flooding.
- Ensure that any development or redevelopment minimizes the impact of change to the groundwater regime; increased pollution; increased erosion or increased sediment transport, especially during construction; and impact to surrounding lands and areas of existing development.
- Maintain, where applicable, any natural stream channel geometry insofar as it is feasible while achieving the above objectives.

### **2.0 ATTAINMENT OF DRAINAGE OBJECTIVES**

#### **2.1 Major and Minor Systems**

In general, the Township of North Huron supports the concept of drainage having two separate and distinct components – the minor drainage system and the major drainage system. The minor system comprises swales, street gutters, ditches, catch basins and storm sewers. The major system comprises the natural streams and valleys and man-made channels, roads, or other overland conveyance systems.

#### **2.2 Run-off Quality Control**

The Municipality requires developers, contractors and builders to plan and execute their operations so as to minimize sediment and debris pickup and transport to water bodies. The degree of control and methods used must meet the regulations and guidelines of the MOECC, MNRF, MTO, and local conservation authorities. The Municipality will expect all erosion control works to be properly maintained throughout the duration of the project.

## **2.3 Master Drainage Plans**

The Municipality requires a Master Drainage Plan for all proposed urban developments. The primary purpose of the Master Drainage Plan is to define the effects of urban development and to determine the solution that is compatible with the objectives for the watershed.

## **2.4 Conservation Authority Criteria**

In the design of new drainage systems within areas regulated by the local Conservation Authority, the Developer's Engineer will be required to follow the most recent edition of the Authority's Stormwater Management Policies and Technical Guidelines.

## **3.0 MAJOR SYSTEM**

### **3.1 Hazard Lands and Floodlines**

The Township of North Huron requires that Hazard Lands be clearly defined on all watersheds and that no development other than necessary access or services be located herein. The Municipality also requires that the floodplains that would result from the 1:100 and Regional storms be defined for predevelopment and post development conditions. Consultation with the local Conservation Authority will be necessary when dealing with Hazard Lands.

### **3.2 Detention Ponds**

Detention Ponds shall be designed so as to minimize any adverse effects to the environment as well as ensuring the safety of local residents. Unless noted otherwise, detention ponds are to be designed in accordance with the Ministry of the Environment Stormwater Management Planning and Design Manual (March 2003), or the latest edition.

## **4.0 MINOR SYSTEM**

### **4.1 Watershed Area**

The watershed area shall be determined from the contour plans and shall include all areas that naturally drain into the system. Fringe areas not accommodated in adjacent drainage systems, and any areas which may become tributary by reason of regrading.

### **4.2 Storm Drainage Plans**

#### External Areas

A plan shall be prepared to a scale dependent on the size of the watershed area, to show the nature of the drainage of the lands surrounding the development site. The area to be developed and all existing contours used to justify the design shall be clearly shown. This plan shall be prepared and submitted to the Municipality's Engineer at the functional report stage.

### Internal Drainage Plan

All internal drainage plans shall be prepared and shall include all streets, blocks, lots and easements. The proposed storm sewer system shall be shown on this plan with all Maintenance Holes and the area contributing to each structure shall be clearly outlined on the plan. The area in hectares and the run-off coefficient shall be shown within the contributing area.

In determining the contributing area to each storm sewer structure, the proposed lot grading must be considered to maintain consistency in the design.

The length, size, and grade of each section of the minor system shall also be shown on the storm drainage plan. Arrows should depict the overland flow route and the extent of flooding from the major storm.

Rain water leaders shall not be connected directly to the storm sewer system. Leaders on all single family and semi-detached residential units shall be constructed in a manner so as to not interfere with adjacent properties. Sump pump discharge should discharge to the side yard swale.

## **5.0 HYDRAULIC DESIGN**

### **5.1 Design Levels**

The system of street gutters, catch basins, storm sewers or open ditches, where permitted, shall be designed for the 1:5 year storm. Culverts or sewers crossing major County roads or Provincial highways shall be designed and approved in accordance with the requirements of the County of Huron Highways Department or the Ministry of Transportation, respectively.

### **5.2 Rational Method**

In general, the Rational Method shall be used for the sizing of the minor sewer system at the final design stage. Calculations based on a hydrologic simulation model are required for systems serving large areas or involving treatment and/or storage systems.

### **5.3 Stormwater Management Report**

Hydrologic studies should describe the model parameters and criteria for their selection as well as input and output data. The Consulting Engineer has the responsibility for the computations, and the Municipality's Engineer shall check the main assumptions and the input data. All information required for this verification shall be submitted with the hydrologic computations. Copies of the report, where required, shall be provided to the local Conservation Authority and the MOECC for approval purposes.

Each report shall include a section outlining the following:

- Run-off Quantity Control
  - Address the impact of the minor and major storm as required in these guidelines for both predevelopment and post development regimes.
- Run-off Quality Control
  - Address best management practices proposed to achieve desired treatment.
  - Make reference to MOECC Stormwater Management Planning and Design manual.
- Erosion and Sediment Control Plan
  - Provide comments and detail on a Site Plan or a separate plan as part of the submission.
- Major System/Overland Flow Routes
  - Provide extent of flood for the Major Storm or Site Plan
  - Show major storm route
  - Comment on a right to access of major storm routes based on land ownership on adjacent lands
- Maintenance Considerations
  - Address ownership and obligation for maintenance
  - A maintenance manual outlining maintenance tasks and frequency of maintenance activities shall be provided as part of the Stormwater Management Report process.
- Facility Access
  - Access to all areas of any proposed facility needs to be detailed and commented on in the report.

## **6.0 STORM SEWER DESIGN**

The requirements for storm sewer design shall be in accordance with the latest edition of the Ministry of the Environment Design Guidelines, as summarized below.

### **6.1 Rainfall Intensity Data**

Rainfall intensity data to be used in storm sewer design shall be the most current data provided by Environment Canada for the Goderich area.

### **6.2 Design Storm Events**

#### **a) Rational Method**

Stormwater run-off rates to be computed using the Goderich area I.D.F. curve information.



## **b) Hydrologic Simulation Models**

Stormwater run-off rates to be computed using the Chicago distribution for the 6 hour storm unless otherwise required by external review agencies (Conservation Authority or MTO, etc.).

### **6.3 Run-off or Imperviousness Coefficients**

Run-off coefficients to be used in storm sewer design with the Rational Method shall be based upon soil types, slope, and initial moisture conditions within the following ranges:

Asphalt, concrete, roof areas	0.90 – 1.00
Grassed areas, parkland, agricultural	0.15 – 0.35
Commercial	0.75 – 0.85
Industrial	0.65 – 0.75
Residential:	
– Single Family	0.40 – 0.45
– Semi-detached	0.45 – 0.60
– Row housing, Town housing	0.50 – 0.70
– Apartments	0.60 – 0.75
– Institutional	0.40 – 0.75

A ten minute entry time at the head of the system must be utilized unless large external drainage areas exist. (In this case, separate time of concentration calculations should be provided).

### **6.4 Pipe Capacities**

Manning's Formula shall be used in determining the capacity of all storm sewers. The capacity of the sewer shall be determined on the basis of the pipe flowing full.

The value of the roughness coefficient 'n' used in the Manning's Formula shall be as follows:

(a)	Concrete/Plastic pipe all sizes	0.013
(b)	Corrugated Steel (culverts only)	0.024

### **6.5 Flow Velocities**

Minimum → 0.80 m/s  
Maximum → 6.00 m/s

### **6.6 Minimum Sizes**

Minimum pipe size for storm sewers and catch basin leads shall be 300 mm.

## **6.7 Minimum Grades**

Regardless of flow velocities obtained, the minimum design grades for pipe storm sewer shall be as follows:

<b>Sewer Size (mm)</b>	<b>Minimum Slope in Metres Per 100 Metres</b>
300 - 375	0.40
450 - 525	0.30
600 - 900	0.20
> 975	T.B.D.

## **6.8 Minimum Cover**

The minimum cover to the top outside pipe barrel of a shallow storm sewer system shall in no case be less than 1.3 metres from the centerline of the roadway.

## **6.9 Location**

Any storm sewers within road allowances shall be located as shown on the standard Township of North Huron road cross section drawings (Appendix 'A').

## **6.10 Limits**

All sewers shall be terminated at the development limits when external drainage areas are considered in the design. Suitable provision shall be provided to allow for the future extension of the sewer (i.e., maintenance hole knock-outs, sewer stubs, etc.).

## **6.11 Sewer Alignment**

All storm sewers shall be laid in a straight line between Maintenance Holes.

## **6.12 Pipe Crossings**

A minimum clearance of 0.20 metres shall be provided between the outside of all pipes barrels at all points of crossing. In the event of watermain crossing, Ministry of the Environment separation distances shall apply.

In cases where the storm sewer crosses a recent utility trench at an elevation higher than the elevation of the utility, a support system shall be designed to prevent settlements of the storm sewer, or alternatively the utility trench is to be excavated and backfilled with compacted crushed stone or concrete to adequately support the storm sewer. When the storm sewer passes under an existing utility, adequate support shall construction to prevent damage to that utility. In either case, the support system shall meet the minimum requirements provided by the utility company.

### **6.13 Changes in Pipe Size**

No decrease of pipe size from a larger upstream pipe to a smaller downstream size will be allowed regardless of the increase in grade.

### **6.14 Sewer Pipe Materials**

- a) Concrete Sewer Pipe (Rigid)
  - 150 mm to 375 mm Class 3
  - 375 mm or greater as specified in the tender form
- b) Polyvinyl Chloride (PVC) Pipe (Flexible)
  - Class SDR35 or Class V (320 kPa)
  - Annular ribbed profile for ribbed pipe
- c) Polyethylene Sewer Pipe (Flexible) – CSA certified Sewer Class to B 182.6
  - 150 mm to 600 mm
  - Smooth inner wall, annular corrugated profile (320 kPa), 15 PSI bell and spigot joints shall have elastomeric gaskets (CSA certified to B 182.6)

The Municipality shall be consulted for the material of any storm sewer > 900 mm or deeper than 5 metres.

### **6.15 Pipe Bedding**

The class of pipe and the type of bedding shall be selected to suit loading and proposed construction conditions. Details and types of bedding are illustrated in OPS Drawing 802.03.

### **6.16 Backfill for Sewers**

Backfill for sewers shall be in accordance with OPSD 803.04.

### **6.17 Private Drain Connections**

Private storm sewer service connections will be provided for all new development. Sump pumps shall discharge to these private drain connections.

## **7.0 MAINTENANCE HOLES**

### **7.1 Location**

Maintenance Holes shall be located at each change in alignment, grade or pipe material, at all pipe junctions and at intervals along the pipe to permit entry for maintenance to the sewer.

## **7.2 Maximum Spacing of Maintenance Holes**

Maintenance Hole spacing shall be as per MOECC Design Guidelines as follows:

<b>Pipe Size</b>	<b>Maximum MH Spacing</b>
Up to 450 mm	120 m
500 and greater	150 m

## **7.3 Maintenance Hole Types**

Maintenance Holes may be constructed of precast or poured concrete. The standard Maintenance Hole details as shown on the OPS Drawings shall be used for Maintenance Holes. In cases where the standard drawings are not applicable, the Maintenance Holes shall be individually designed and detailed.

Precast Maintenance Holes shall conform to ASTM specifications C-478 M latest revision.

A reference shall be made on all profile drawings to the type and size of all storm Maintenance Holes.

## **7.4 Maintenance Hole Design**

- a) Safety gratings shall be provided in all Maintenance Holes when the depth of the structure exceeds 5.0 m.
- b) When the difference in elevation between the obvert of the inlet and outlet pipes exceeds 0.9 m, a drop structure shall be placed on the inlet pipe.
- c) All storm sewer Maintenance Holes shall be benched in accordance with the OPS Drawings.

## **7.5 Grades for Maintenance Hole Frames and Covers**

All Maintenance Holes located within the traveled portion of a roadway shall have the rim elevation set flush to the base course of asphalt. Prior to the placement of the surface course asphalt the Maintenance hole frame shall be adjusted to the finished grade of asphalt. Steel adjusting rings will not be permitted. The concreting and setting of the frame and cover shall be in accordance with the details on the OPS Drawings. A maximum of 300 mm of modular rings shall be permitted on Maintenance Hole in new subdivisions.

## **7.6 Head Losses Through Maintenance Holes**

Suitable drops shall be provided across all Maintenance Holes to compensate for the loss of energy due to the change in flow velocity and for the difference in the depth of flow in the sewers;

The minimum drops across Maintenance Holes shall be as follows:

<b>Change of Direction</b>	<b>Minimum Drop (mm)</b>
1 to 45 degrees	30 mm
46 to 90 degrees	60 mm

## **8.0 CATCH BASINS**

### **8.1 Location and Spacing**

Catch basins shall be generally located upstream of sidewalk crossings at intersections.

Double catch basins shall normally be required when the catch basin intercepts flow from more than one direction. Single catch basins may be used in the case where the total length of drainage to the catch basin does not exceed 95 metres, subject to the analysis of the major – minor system.

Rear lot catch basins and connections shall be located as outlined in the lot grading criteria and in all cases shall discharge/connect to a structure.

### **8.2 Catch Basin Types**

Catch basins must be of the precast type with full depth sumps, as shown on the OPS Drawing 705.010.

Special catch basins and inlet structures shall be fully designed and detailed by the Consulting Engineer.

### **8.3 Catch Basin Connections**

<b>Type</b>	<b>Minimum Size of Connection</b>	<b>Minimum Grade of Connection</b>
Single and Double Catch Basins	300 mm	1.0%
Rear Lot Catch Basin	250 mm	1.0%

## **8.4 Catch Basins Frame and Covers**

The frame and cover for catch basins shall be as detailed in the OPS Drawing 400.110.

## **9.0 INLETS, OUTFALLS AND SPECIAL STRUCTURES**

### **9.1 Inlets**

Inlet structures must be fully designed and detailed on the Engineering Drawings.

Gabions, rip rap or concrete shall be provided at all inlets to protect against erosion and to channelize flow to the inlet structure.

### **9.2 Outlets**

The OPSD 804.030 standard headwall shall be used for all storm sewers up to 900 mm in diameter. For sewers over 900 mm in diameter, the OPSD 804.040 headwall shall be used. All headwalls shall be equipped with a grating over the outlet as per OPSD 804.050.

Suitable erosion protection, which may include gabions, rip rap, concrete or other erosion protection shall be provided to the satisfaction of the regulatory agencies at all outlets to prevent erosion of the watercourse and the area adjacent to the headwall.

### **9.3 Open Channels**

The proposed criteria for an open channel shall be submitted to the Municipal Engineer for his approval. The Consulting Engineer shall be responsible for obtaining the approval from the MNRF, MOECC, and the local Conservation Authority, if the open channel concept is favourably considered.

The Conservation Authority shall be consulted during initial project planning in regard to any potential watercourse alterations associated with the development proposal.

Watercourse alterations are subject to permitting requirements under the Authority's Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation (Ontario Regulation 147/06). Planned watercourse alterations may, in addition, be subject to other Agency requirements (Fisheries and Oceans, Canada (DFO), MNRF, Navigable Waters (Transport Canada), Drainage Act, etc.).

## **10.0 MAINTENANCE MANUAL**

Prior to completion of the works a maintenance manual shall be provided. This manual shall address the obligations for maintenance, outline the appropriate tasks, and shall provide the frequency of maintenance measures required.

## **SECTION B – LOT GRADING**

### **1.0 GENERAL**

The lot grading of all lots and blocks in new subdivisions must be carefully monitored by the Consulting Engineer in order to provide sites that are suitable for the erection of buildings and to provide satisfactory drainage from all lands within the development.

### **2.0 LOT GRADING PLANS**

All Lot Grading Plans for new development in the Township of North Huron shall be prepared in accordance with the criteria contained in this section and shall contain the following information and detail:

- ☐ Scale 1:500 (unless otherwise approved).
- ☐ All existing and proposed lot numbers and blocks.
- ☐ All proposed rear lot catch basins, leads, top elevations and inverts.
- ☐ Location of service connections.
- ☐ Existing contours at maximum 0.5 m intervals.
- ☐ Existing and proposed elevations at lot corners.
- ☐ Specified house grades.
- ☐ Proposed road grades, length and elevations on all streets.
- ☐ Proposed elevations along the boundary of all blocks abutting single family and semi-detached lots in the subdivision.
- ☐ Direction of the surface run-off by means of arrows.
- ☐ All proposed easements required for registration.

### **3.0 LOT GRADING DESIGN**

- Generally, the front yards of all lots shall be graded to drain towards the street.
- All boulevards are to be graded with a constant slope from the curb to the street limit. (Minimum slope to be 2.0 percent and the maximum slope to be 6.0 percent).
- All rear yard drainage is to be directed away from the houses in defined swales which outlet at the curb or a catch basin.
- All lot surfaces shall be constructed to a minimum grade of 2.0 percent and a maximum grade of 12.0 percent.
- The maximum slope on all embankments and terraces shall be 3:1 (4:1 preferred).
- The maximum flow allowable to any side yard swale shall be that from two lots plus that from two adjacent lots.
- The maximum number of rear lots contributing to a rear yard swale shall be that of four rear yards.
- The maximum length of a rear yard swale between outlets shall be 90 metres. Where rear yard swales provide drainage for more than one lot, the swale must be located within a 4.0 metre drainage easement over the total length. Rear yard swales shall have a minimum slope of 1.5 percent.

- 3.9 Swales providing internal drainage from each lot shall have a minimum slope of 2.0 percent.
- 3.10 Minimum depth of any swale to be 150 mm.
- 3.11 Maximum depth of rear yard swales to be 500 mm.
- 3.12 Maximum depth of side yard swales to be 300 mm.
- 3.13 Maximum side slopes on any swale to be 3:1.
- 3.14 All drainage swales shall be located on the common lot line between adjacent lots.
- 3.15 Rear yard catch basins and outlet pipes are to be located entirely on the same lot and shall be located 1.0 metres from the lot line.
- 3.16 The minimum driveway grade shall be 1.0 percent and the maximum grade permissible shall be 8.0 percent.

#### **4.0 INDIVIDUAL LOT GRADING PLAN**

Prior to application for a building permit, individual lot grading plans for each lot shall be prepared and shall be submitted to the Municipal Building Department for approval. These lot grading plans shall include the following:

- Lot description including Registered Plan Number.
- Dimensioned property limits and house location.
- House type; normal, side split, back split, etc.
- Finished floor elevation.
- Finished garage floor elevation.
- Finished and original grades over septic tile beds.
- Finished basement floor elevation.
- Top of foundation wall elevations (all locations).
- Existing and proposed lot elevations.
- Existing trees to be maintained.
- Driveway location, width and proposed grades.
- All sidewalk locations, width and proposed grades.
- Arrows indicating the direction of all surface drainage and swales.
- Location and elevation of swales.
- Location of decks, porches and patios.
- Location of terraces and retaining walls.
- Location and type of any private sewage disposal systems, reserve areas and private wells.
- Location of engineered fill (where required).
- Lot grading certificate by Developer's Engineer in accordance with the subdivision agreement requirements.
- In the case where the lot falls within the Conservation Authority's regulatory limit, the Conservation Authority shall be consulted in regard to any additional information provided on the plan.



#### **4.1 Certification**

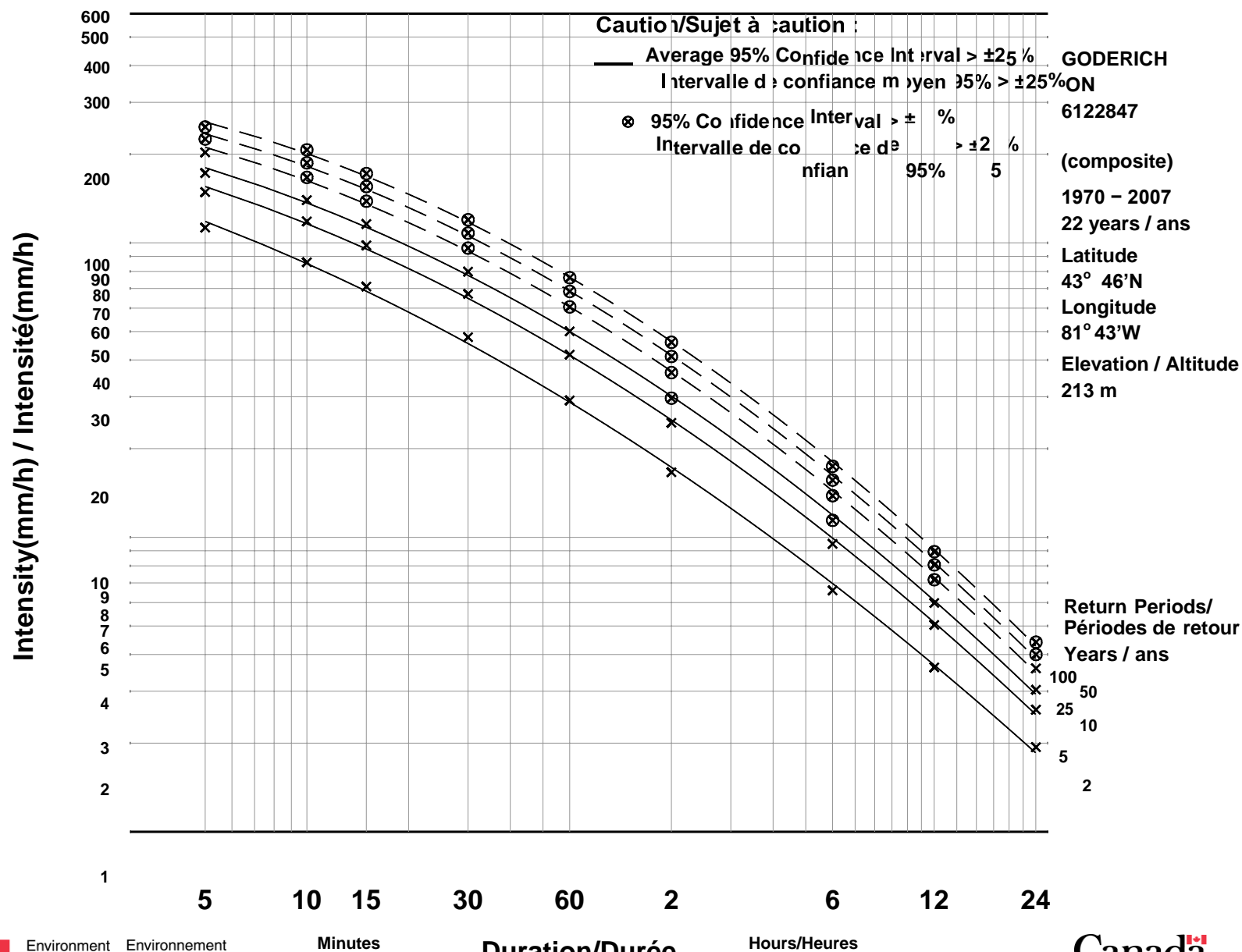
Prior to the release of any lot from the subdivision agreement, the Developer's Engineer shall provide certification to the Township of North Huron that the grading and drainage of the lot is in accordance with the approved lot grading and drainage plans.

**SCHEDULE 'A'**  
**PRECIPITATION DATA**

# Short Duration Rainfall Intensity–Duration–Frequency Data

2014/12/21

## Données sur l'intensité, la durée et la fréquence des chutes de pluie de courte durée





	idf_v2-3_2014_12_21_612_ON_6122847_GODERICH.txt									
2006	5.2	8.6	11.8	14.8	15.2	15.4	25.8	36.8	37.6	
2007	8.2	9.8	11.4	13.8	21.6	24.4	26.2	30.2	30.2	
-----										
# Yrs.	22	22	22	22	22	22	22	22	22	
Années										
Mean	9.9	15.3	19.0	25.7	31.5	36.2	42.8	46.6	49.5	
Moyenne										
Std. Dev.	3.4	6.1	7.6	10.9	14.2	17.7	19.7	19.3	17.9	
Écart-type										
Skew.	1.23	2.23	1.98	1.09	1.29	1.04	1.13	1.03	1.07	
Dissymétrie										
Kurtosis	5.21	9.87	8.01	4.59	6.07	3.98	3.73	3.38	3.51	

\*-99.9 Indicates Missing Data/Données manquantes

Warning: annual maximum amount greater than 100-yr return period amount

Avertissement : la quantité maximale annuelle excède la quantité  
pour une période de retour de 100 ans

Year/Année	Duration/Durée	Data/Données	100-yr/ans
2000	10 min	36.8	34.4
2000	15 min	44.2	42.9

\*\*\*\*\*

Table 2a : Return Period Rainfall Amounts (mm)

Quantité de pluie (mm) par période de retour

\*\*\*\*\*

Duration/Durée	2	5	10	25	50	100	#Years
	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans	Années
5 min	9.4	12.4	14.4	16.9	18.7	20.6	22
10 min	14.3	19.7	23.2	27.8	31.1	34.4	22
15 min	17.7	24.5	28.9	34.6	38.7	42.9	22
30 min	23.9	33.5	39.9	47.9	53.9	59.8	22
1 h	29.1	41.7	50.0	60.5	68.3	76.0	22
2 h	33.2	48.9	59.3	72.4	82.1	91.8	22
6 h	39.6	57.0	68.5	83.0	93.8	104.5	22
12 h	43.4	60.5	71.8	86.1	96.7	107.2	22
24 h	46.5	62.4	72.9	86.1	96.0	105.7	22

\*\*\*\*\*

Table 2b :

Return Period Rainfall Rates (mm/h) - 95% Confidence limits

Intensité de la pluie (mm/h) par période de retour - Limites de confiance de 95%

idf\_v2-3\_2014\_12\_21\_612\_ON\_6122847\_GODERICH.txt

\*\*\*\*\*

Duration/Durée	2	5	10	25	50	100	#Years
	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans	Années
5 min	112.4	148.4	172.3	202.4	224.7	246.9	22
	+/- 15.6	+/- 26.3	+/- 35.5	+/- 47.9	+/- 57.3	+/- 66.8	22
10 min	85.8	118.1	139.5	166.5	186.6	206.5	22
	+/- 14.0	+/- 23.6	+/- 31.9	+/- 43.0	+/- 51.5	+/- 60.0	22
15 min	70.9	97.9	115.7	138.2	154.9	171.5	22
	+/- 11.7	+/- 19.7	+/- 26.6	+/- 35.8	+/- 42.9	+/- 50.0	22
30 min	47.8	67.0	79.7	95.8	107.7	119.6	22
	+/- 8.3	+/- 14.1	+/- 19.0	+/- 25.6	+/- 30.6	+/- 35.7	22
1 h	29.1	41.7	50.0	60.5	68.3	76.0	22
	+/- 5.4	+/- 9.2	+/- 12.4	+/- 16.7	+/- 20.0	+/- 23.3	22
2 h	16.6	24.5	29.6	36.2	41.1	45.9	22
	+/- 3.4	+/- 5.7	+/- 7.7	+/- 10.4	+/- 12.5	+/- 14.5	22
6 h	6.6	9.5	11.4	13.8	15.6	17.4	22
	+/- 1.3	+/- 2.1	+/- 2.9	+/- 3.9	+/- 4.6	+/- 5.4	22
12 h	3.6	5.0	6.0	7.2	8.1	8.9	22
	+/- 0.6	+/- 1.0	+/- 1.4	+/- 1.9	+/- 2.3	+/- 2.6	22
24 h	1.9	2.6	3.0	3.6	4.0	4.4	22
	+/- 0.3	+/- 0.5	+/- 0.7	+/- 0.9	+/- 1.1	+/- 1.2	22

\*\*\*\*\*

Table 3 : Interpolation Equation / Équation d'interpolation:  $R = A \cdot T^B$

R = Interpolated Rainfall rate (mm/h)/Intensité interpolée de la pluie (mm/h)

RR = Rainfall rate (mm/h) / Intensité de la pluie (mm/h)

T = Rainfall duration (h) / Durée de la pluie (h)

\*\*\*\*\*

Statistics/Statistiques	2	5	10	25	50	100
	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans	yr/ans
Mean of RR/Moyenne de RR	41.6	57.2	67.5	80.5	90.1	99.7
Std. Dev. /Écart-type (RR)	40.1	53.7	62.7	74.1	82.5	90.9
Std. Error/Erreur-type	14.8	23.0	28.3	35.1	40.1	45.0
Coefficient (A)	24.1	33.6	39.8	47.7	53.6	59.4
Exponent/Exposant (B)	-0.736	-0.732	-0.730	-0.728	-0.728	-0.727
Mean % Error/% erreur moyenne	13.3	15.9	16.9	17.9	18.4	18.8



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Dwayne Evans, CAO  
**DATE:** 09/07/2018  
**SUBJECT:** IT Services  
**ATTACHMENTS:** [Click here to enter text.](#)

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receive the report of the CAO, dated July 9, 2018 regarding the procurement of IT services for information;

AND FURTHER, that Council authorizes an exception to Section 19.1 of the Procedural By-law to allow By-law No. 67-2018 to be passed at the July 9, 2018 Council meeting;

AND FURTHER, that Council authorizes the CAO to retain Richard Al to provide IT assistance on an as needed basis.

### **EXECUTIVE SUMMARY**

As Council is aware, the Clerk/Manager of IT has tendered his resignation. His last day is July 13, 2018. The probability of filling the Clerk/Manager of IT position as it currently exists is very unlikely because the required skill set for Clerk functions is significantly different than the required skill set for IT services. The two functions cannot continue to co-exist in one position.

As previously discussed, the CAO has agreed to assume the position of CAO/Clerk on an interim basis until future decisions regarding the Clerk/Manager of IT position have been made. For signing authority purposes, Barb Black, existing Administrative Assistant, has agreed to assume the role of Deputy Clerk on an interim basis. With respect to IT Services, staff sourced two local third party providers (Continuit and Microage Basics). These two providers have been onsite and have submitted cost proposals for Council's consideration.

Continuit and Microage Basics are reputable companies and know the municipal business. Both presently provide service to other municipalities. Continuit is a newer company based out of Goderich and well established in the local market.

Continuit's proposal includes a fixed monthly fee for all regular servicing and maintenance of the Township's server and workstations. Their hourly rate for onsite visits is also significantly lower (\$65/hour compared to \$99/hour) and they guarantee onsite services in 4 hours or less (one of their service technicians lives in Wingham). It is also recommended the CAO be authorized to retain the Clerk/Manager of IT incumbent to provide IT assistance on an as needed basis.

### **DISCUSSION**

IT services are an integral part of municipal services. Down time needs to be minimal and ready access to technical assistance is important. North Huron's IT needs no longer warrant a dedicated full-time position and other existing staff do not have the required skill set to assume the IT function.

The Clerk/Manager of IT incumbent has offered to provide IT services on an as needed basis and when not in conflict with his new position. Most of North Huron's IT needs are during regular business hours.

IT service proposals were requested from Continuit and Microage Basics. Both provide IT services to local municipalities (they know the business) and employ a number of computer technicians who are easily accessible by phone. The computer technicians can also resolve IT problems through remote access. Below is an overview of the two proposals received.

Continuit has provided a quote of \$2100 for level 3 servicing and maintenance of 12 servers and 60 workstations. Level 3 servicing and maintenance includes patch management, security log monitoring, virus log monitoring, helpdesk remote access, maximum security, application deployment, computer clean up, application bandwidth monitoring, asset management/hardware warranty, edge device support, application blocking and remote access by staff to the municipality's servers. The monthly fee also includes assistance with server disaster recovery. Onsite visit requests which are not part of regular servicing and maintenance are billed at \$65/hour and Continuit guarantees a computer technician onsite within 4 hours. After hours onsite non-emergency requests and onsite visits on holidays are billed at \$130/hour.

In their proposal, Microage Basics suggests they do actual billing for services required until they have a better understanding of the Township's requirements. Once they have a better understanding, they will recommend programs with more fixed costs which will allow for better budgeting. They also suggest implementing their M4 Essential Remote Monitoring for Servers and Workstations program (will be explained in more detail below). This will allow Microage Basics to take a more proactive approach to solving user problems and eliminate problems before they can affect users. M4 services would be billed monthly.

Microage Basics offers two levels of support plus the M4 services. The first level of support is standard and includes installation, move, add and change services. The first level of support also includes hardware maintenance of workstations and printers. Level 1 support is billed at a rate of \$889/hour and is based on a technician working onsite during regular business hours. For projects or large installations, Microage Basics will provide a fixed price for labour.

The second level of support consists of advanced network services and includes security appliances, network routing, network administration (server software configuration and installation), hardware maintenance of services and network assessment and security audits. Level 2 support is billed at a rate of \$99/hr and may include a premium rate for services that fall outside the scope of regular services (i.e., after hours, emergency response). Similar to Level 1, Microage Basics will provide a fixed price for labour for projects, installations and server based projects.

M4 Services involves taking corrective action before the problem occurs, or before users even notice it. M4 Services include remote server essential monitoring (i.e., 24/7 hardware and software monitoring, antivirus checks and updates, remote access services etc.) and Desktop Care Antivirus and Monitoring (i.e., hardware and software monitoring, antivirus software licence, patch management, remote access services, hardware/software change monitoring etc.). M4 Services are billed at a rate of \$15 per server per month. Standard Desktop Care Antivirus and Monitoring services



are billed at a rate of \$6.50 per workstation per month or the recommended Advanced Desktop Care including the Next Generation Antivirus at \$9.50 per workstation. If North Huron selected the server service and the Advanced Desktop Care service, the monthly rate would be approximately \$800/month. This would not include work completed at their hourly rate.

For a number of years, North Huron has operated with a single on-site IT support person. At present, the Clerk/Manager of IT is the only individual who can grant file access, change levels of permissions and limit authorizations. This creates security risks and leaves the municipality at risk for business continuity should this one individual not be available. By changing to a third party IT provider, there will be more than one IT support person available to assist.

With respect to hardware and software upgrade needs, evening access to municipal buildings will be required. Most, if not all buildings, have staff available during regular evening hours. For example, Town Hall is accessible during regularly scheduled Council meetings.

As Council is aware, software such as Legends and Brandt security has been purchased and is currently in use. Because of his expertise and skill set, the Clerk/Manager of IT incumbent has become the default technical support for software purchases. It is suggested the municipality should not be expending resources to support software purchases. On a going forward basis, staff will need to ensure that companies are able to provide the necessary technical support when purchasing software.

#### **FINANCIAL IMPACT**

As Council is aware, a municipal election assistant has been retained to assist the CAO/Clerk with the 2018 municipal election. This individual will be also assisting with other priority files. The agreed upon arrangement is that this individual will working 18-24 hours a week. Taking into consideration the current rate of pay and benefits of the existing Clerk/Manager of IT position and the costs associated with the municipal election assistant; it is projected the procurement of IT services will not negatively impact the 2018 budget. Future financial impacts will need to be considered during the 2019 budget process when Council considers the replacement position for the Clerk/Manager of IT position and continuation of the third party IT services.

#### **FUTURE CONSIDERATIONS**

As things currently stand, the restricted act provisions (lame duck) of the Municipal Act will apply to North Huron effective July 27, 2018. During this period, Council cannot hire or dismiss municipal officers. The position of Clerk is a municipal officer position and is appointed by By-law. The lame duck period does not prohibit Council from discussing and providing direction to staff regarding the replacement position for the Clerk/Manager of IT position. The lame duck provisions also do not prohibit the CAO from commencing the hiring process for the replacement position. If the replacement position is a municipal officer position, the new Council will need to appoint the individual By-law after taking office. If the replacement position is not a municipal officer position (i.e. does not require Council to appoint the individual by By-law), the CAO can exercise the authority granted by delegated authority by-law and fill the replacement position on a permanent basis during the restricted act period.

**RELATIONSHIP TO STRATEGIC PLAN**

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

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

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Dwayne Evans, CAO



# North Huron Community Improvement Background Report

**July 2018**

## Executive Summary

A Community Improvement Plan (CIP) has been proposed to help support and revitalize the downtown core commercial areas within North Huron. A CIP is a tool that the Township may use to issue financial incentives to landowners and tenants within a designated community improvement project area. A CIP may also encourage other municipal projects and initiatives that support the goals of the CIP. The legislation and policy framework is supportive of a CIP for North Huron to help implement local planning policies. The Planning Act provides the legislative basis for preparing a CIP, and outlines the powers that municipalities may utilize to help carry out the CIP. The North Huron Official Plan contains policies regarding the types of areas that are suitable for a CIP. The CIP for North Huron is consistent with the policies of the North Huron Official Plan and, it is suggested that a CIP is desirable for North Huron and can help to achieve the township's planning goals for the community. A preliminary Strengths, Weaknesses, Opportunities and Threats (SWOT) analysis was undertaken for Wingham and Blyth's main commercial streets. Based on the SWOT analysis in this report, as well as the policy review, the report makes conclusions regarding four key "critical needs" that the CIP should help to address:

- Improve visual state of historic buildings on the main commercial streets
- Address the long-term viability of older buildings
- Support the creation of a barrier-free pedestrian environment
- Improve pedestrian safety and public realm aesthetics



**Figure 1: Wingham Downtown Core**



**Figure 2: Blyth Downtown Core**

marketing activities and plan monitoring and evaluation. The Township may also offer financial incentives to property owners within the designated community improvement project area, such as grants, loans, tax incentives, and building and planning fee reductions.

#### **a) Purpose of the Community Improvement Project Study**

The purpose of the North Huron Community Improvement Plan study is to prepare a Community Improvement Plan (CIP) for the Township of North Huron with a focus on the main commercial streets of the settlement areas. The first phase of the study includes the preparation of this background report, which is intended to present options for:

- Potential financial incentive programs;
- The community improvement project area; and

## **Section 1: Introduction**

Both Wingham and Blyth contribute to North Huron with concentrations of commercial activity and residential density, historic neighborhoods and downtown cores that are full of character. To help promote improvement and revitalization of the downtown cores, the Township of North Huron has initiated the preparation of a Community Improvement Plan (CIP).

A CIP is a planning tool which may be used to stimulate investment and/or new development within a specified project area identified by a municipal by-law. Through a CIP, the Township can engage in prioritized, strategic improvement projects, such as streetscape improvements, infrastructure investments, land acquisition and improvement, planning studies, urban design guidelines, plan



- Administration of the community improvement plan;

The proposed options for the community improvement project area and financial incentive programs are based in part upon a review of relevant Provincial legislation and policies, relevant municipal policies, zoning and planning studies, as well as a Strengths-Weaknesses-Opportunities-Threats (SWOT) analysis of the study area. This background report/discussion paper will form the basis for preparing the draft CIP.

The North Huron CIP will contain a detailed list of proposed financial incentive programs and eligibility criteria, and an overall recommended leadership strategy to address administration of the Plan and to propose other projects and actions to support the CIP's implementation. Consultation in this phase will include ongoing communication with Municipal staff, the CIP review team and other stakeholders, as well as a public open house to present and obtain input on the Draft CIP and a statutory public meeting in accordance with the *Planning Act*. As additional input from the public, stakeholders and the municipality is considered, the community improvement plan will evolve. The project will conclude with Council's adoption of the Community Improvement Project Area and the Community Improvement Plan.

#### **b) Community Improvement Project Study Area**

The CIP study area includes the wards of Wingham (Figure 3) and Blyth (Figure 4), both identified as settlement areas in the North Huron Official Plan. These settlement areas each contain downtown commercial cores with historic buildings, architectural features and pedestrian pathways. The CIP Project Area will be determined based on results from the background study, political decisions and public consultation. The CIP study will consider the possibility of revitalizing all areas of the communities but will concentrate on the downtown cores. One of the outcomes of this study will be the designation of a Community Improvement Project Area. The selected community improvement project area may include both the entire study areas, or it may only include a portion or certain portions of the study areas. Community improvement activities may only be carried out within the designated community improvement project area.

The location of the town of Wingham was originally settled in the early 1850s, during the surveying of the township of Turnberry in 1853 and establishment of a town at the Maitland River. A post office with the namesake of Wingham was opened in 1862. The expansion of the railway led to the growth of the area and the incorporation of Wingham as a Village in 1874. Wingham was recognized for its contributions to the agriculture and lumber industries. In 1879, Wingham was incorporated as a Town, which it remained until it was amalgamated as part of the creation of the Township of North Huron in 2001, with the fellow wards of East Wawanosh and Blyth.

Settlers had arrived to the Blyth area by 1851 and in 1855 a village was laid out on the border between Wawanosh and Morris Townships. The next year a post-office was established which led to the development of the village. Eventually there was a sawmill, church, tavern and store in what was originally known as the Village of Drummond. The village was renamed Blyth after an absentee landowner and speculator. In 1876, a railway station was opened and a year later the village was incorporated. The historic and renowned Blyth Festival Theatre began in 1975, and still remains the largest tourism draw for the village, attracting thousands throughout the summer months. Blyth was amalgamated into the Township of North Huron in 2001, along with the former Town of Wingham and ward of East Wawanosh.



**Figure 3: Boundary of CIP Study Area (Wingham, ON)**



**Figure 4: Boundary of CIP Study Area (Blyth, ON)**

## **Section 2: Planning Act**

Section 28 of the Ontario Planning Act allows municipalities, where there are provisions in its Official Plan relating to community improvement, to designate by By-law a “Community Improvement Project Area”, and prepare a “Community Improvement Plan”.

Section 28(1) of the Planning Act defines community improvement as “the planning or replanning, design or redesign, re-subdivision, clearance, development or redevelopment, construction, reconstruction and rehabilitation, improvement of energy efficiency, or any of them, of a community improvement project area, and the provision of such residential, commercial, industrial, public, recreational, institutional, religious, charitable or other uses, buildings, structures, works, improvements or facilities, or spaces therefore, as may be appropriate or necessary”.

Section 28 of the Planning Act establishes and defines the term “community improvement project area” as “a municipality or an area within a municipality, the community improvement of which in the opinion of the council is desirable because of age, dilapidation, overcrowding, faulty arrangement, unsuitability of buildings or for any other environmental, social or community economic development reason” (S. 28(1)).



Section 28(2) states that the Municipality may, by by-law, designate all or part of the Municipality as a community improvement project area.

Once a community improvement project area has been designated, a community improvement plan can be prepared for that area. A Municipality may use a community improvement plan to:

- acquire, hold, clear, grade or otherwise prepare land;
- construct, repair, rehabilitate or improve buildings on land acquired or held by the municipality;
- sell, lease or dispose of any land and buildings acquired or held by the municipality; and/or
- make grants or loans to owners and tenants of land and buildings within the community improvement project area to help them pay for the cost of rehabilitating their lands or building

### **Section 3: Official Plan**

The North Huron Official Plan provides policies to guide land use decisions throughout the Township. North Huron's CIP must conform to the policies of the Official Plan. The relevant policies related to North Huron and the preparation of a CIP are discussed below.

#### **a) Goals and Objectives**

The North Huron Official plan provides a framework where specific goals and objectives of community improvement are outlined. The following policies which outline community improvement goals and objectives are found within the North Huron Official Plan:

##### Goals (Section 10.3.3)

- a) To encourage, support and aid in the co-ordination of private efforts to rehabilitate and/or redevelop property, which will have a positive impact on the well-being of the community, such as downtown revitalization, intensification, heritage preservation, affordable housing, high quality urban design and brownfield requirements.
  - b) To improve the physical appearance and environmental condition of the community,
  - c) To foster community pride,
  - d) To attract business investment and new residents to the Township, and
- To involve the public in identifying areas needing of community improvement, what deficiencies exist and the improvement and rehabilitation priorities.

## **b) Project Area Selection Criteria**

The Official Plan also provides guidance on the selection of community improvement project area by outlining specific criteria for project area selection. The following policy is found in the Official Plan:

### Project Area Selection Criteria (Section 10.3.4.2)

In determining the location of a Community Improvement Project Area and preparation of a Community Improvement Plan, one or more of the following conditions shall exist:

- a) Buildings (including façades), structures, and / or properties which are of heritage or architectural significance in need of preservation, restoration, repair, rehabilitation or redevelopment,
- b) Built or natural heritage resources in need of preservation or renewal,
- c) Areas where elements of the natural heritage or parks system present opportunities for municipal improvements that would encourage redevelopment and improved recreational facilities for the community,
- d) Non-conforming or incompatible land uses or activities,
- e) Deficiencies in physical infrastructure or community facilities and services,
- f) Lack of public and private parking facilities
- g) Areas susceptible to flooding and requiring protection,
- h) An inadequate mix of housing types,
- i) Known or perceived environmental contamination (i.e. brownfields),
- j) Poor visual quality, including streetscape and design,
- k) High industrial or commercial vacancy rates,
- l) Any other relevant social, economic, or environmental reason, and / or
- m) Demonstrated support by residents and taxpayers of the area.

Maps (Figures 1 & 2) showing the proposed Community Improvement Project Areas can be found in the Executive Summary and Section 1.

## **Section 4: SWOT Analysis**

A preliminary strengths, weaknesses, opportunities and threats (SWOT) analysis has been undertaken to identify the types of issues and opportunities that the CIP may address. The SWOT analysis was primarily based on the policy review as well as site visits. Further issues and opportunities may be identified as the study progresses and consultations are undertaken with members of the public.

### **Strengths**

- Blyth library, post office, and theatre are all located within the downtown core, bringing residents and visitors to the area

- Wingham library, post office and museum located all within the downtown core, bringing residents and visitors to the area
- Blyth's Memorial Hall recently underwent renovations to improve the exterior's architectural and accessibility features
- Sidewalks include accessibility features such as tactile paving and a generous amount of curb cuts and level paving
- Cruickshank Park in Wingham is pedestrian friendly and adds a well maintained green space with tree cover and benches
- Greenway trail, historic Bainton's Mill, Maitland River parklands, and many residences are located within a short walking distance from the downtown cores
- Zoning permits a range of uses in the downtown cores and generally provides for an appropriate built form
- Attractive additions such as landscaping, hanging flower baskets and planters
- Grocery store is located downtown in Blyth which brings shoppers to the downtown core on a regular basis
- Street lamps are visually appealing and add a consistent design element in the downtown core
- On-street parking is available throughout the downtown cores with some specifically marked as accessible parking spaces
- Attractive and distinctive historic architecture is prevalent throughout the communities and downtown cores
- Buildings create a defined street edge in many parts of the downtown cores
- Wide boulevard sidewalks that allow for accessible pedestrian movement and the occasional sign or street furniture

### **Examples of Strengths in Wingham and Blyth:**

A variety of unique and historic architectural buildings and features are present in Wingham and Blyth:



On street parking is available throughout Wingham and Blyth and the sidewalks are accessible, newly paved and include tactile paving:



Cruickshank Park in Wingham is pedestrian friendly and adds a well-maintained green space with lots of tree cover and benches:



Wide boulevard sidewalks that allow for accessible pedestrian movement and the occasional sign or street furniture:



## Weaknesses



- Many buildings lack accessible entries
- Many buildings are not maintained to the same standard as others
- Many buildings have had the original architectural detailing altered (cladding, painting, windows etc.)
- With exception to a few buildings, signage is inconsistent, unattractive and non-reflective of historic character
- Poor mix and range of amenities and business within downtown core which may cause residents to shop elsewhere
- Different building heights create an inconsistent streetscape and inability to provide architectural details
- Lack of pedestrian crossings may cause issues with pedestrian safety, especially in Blyth where there are no identified crosswalks or traffic lights
- Only a few benches and streetscape furniture are present in the cores

### **Examples of Weaknesses in Wingham and Blyth:**

Different building heights create an inconsistent streetscape and inability to provide architectural details



Many buildings in the downtown core do not have universally accessible entries:



A lack of stop signs or crosswalks may cause dangerous situations for pedestrians:



### **Opportunities**

- Existing vacant buildings located within the downtown cores provide opportunity for additional retail, services, or community facilities
- The wide sidewalks along Josephine and Queen Streets could potentially accommodate streetscape improvements such as the addition of street trees, gardens and furniture
- Implementation of vegetation and streetscape features would benefit pedestrian comfort and help to minimize impacts from traffic
- Large brick walls provide opportunity for art such as wall murals
- Implementing crosswalks at main points in the downtown cores (particularly Blyth) would increase pedestrian safety and force traffic to slow down, possibly causing drivers to slow down and take a better look at what the downtown businesses have to offer
- Improvements to accessibility are possible, such as the addition of ramps or other entryway improvements
- Opportunities to help restore original architectural character or buildings and streetscape through rehabilitation, cleaning and maintenance
- Opportunity to construct decorative signs or additions such as awnings or lighting to liven downtown atmosphere and create a consistent theme or historic period for building details

### **Examples of Opportunities in Wingham and Blyth:**

Improvements to accessibility are possible, such as the addition of ramps or other entryway improvements, as seen here for Part II Bistro in Blyth:



Crosswalks would increase pedestrian safety:



An example of appealing landscaping is beside the Citizen offices on Dinsley St in Blyth:





There are many opportunities to rehabilitate, restore and improve existing historic buildings and properties:



### Threats

- Existing vacant retail units in the cores may indicate a lack of commercial demand or high turnover rates for local businesses
- Poorly-maintained building façades are visually unappealing and may discourage shoppers
- Lack of traffic controls may cause a danger to pedestrians crossing the street and create an unpleasant pedestrian environment
- Wingham may still lack sufficient on-street parking for the demand of peak hours

### Examples of Threats in North Huron:

Vacant buildings may be an indication of a lack of demand for commercial land uses:



Many buildings in the downtown cores are in need of façade improvement:





## Section 5: Basis for the CIP

The preparation of the Community Improvement Plan, should be based on a well-thought out strategy that is considerate of local planning policy, critical needs and community input. The following sections identify preliminary options and considerations that will provide the foundation for the CIP's structure, focus and implementation.

### a) Critical Needs Assessment

The CIP should provide incentives and municipal leadership strategies that relate directly to the community's critical needs. The critical needs are the key issues and opportunities that have the most impact on revitalization.

### Summary of Critical Needs

The following is a summary of critical needs, or priority issues and opportunities, that the North Huron CIP should help to address, based upon the policy review and SWOT analysis.

- *Improve visual state of buildings in the downtown core*  
The CIP study areas are dominated by buildings with distinctive architectural styles and valuable historic attributes. While some of these buildings appear to be well maintained, strategies to implement façade improvements, rehabilitation, clean-up and maintenance should be developed to improve the many buildings which have been neglected. Opportunities for property improvements and landscaping are also recommended.
- *Support the creation of a barrier-free pedestrian environment*  
Accessibility barriers are prominent within the downtown cores of Wingham and Blyth. Many businesses only provide access via a set of steps or stairs, which create a physical accessibility barrier for many people with disabilities. Some measures to accommodate people with disabilities are provided in Blyth and Wingham, such as

ramps, automatic doors, or grading paving of the sidewalk to the doorways. Many other improvements can be made to ensure that mobility is not restricted. This may be accomplished by including incentives in the CIP which will encourage property owners to make improvements to their property, such as the installation of wheelchair ramps or automatic doors, for example.

- *Improve pedestrian safety and public realm aesthetics*

A critical need emerging from the SWOT analysis is the overall sense of comfort and safety along the sidewalk, particularly along Queen Street, where there is a consistent level of through traffic and truck traffic. The main intersections in the Blyth downtown core would benefit from pedestrian safety improvements such as crosswalks. The lack of a distinct location for pedestrians to safely cross Queen Street may slightly discourage visitors and tourists to explore the whole downtown core. In addition, the sidewalks and the pedestrian realm in the both of the downtown cores would greatly benefit from a more consistent, decorative treatment. This may be accomplished, through streetscape improvements, such as, the addition of street trees, flower boxes, hardscaped gardens, and furniture. These would also act as a buffer between the sidewalk and street and would further improve the safety and comfort of pedestrians. In Wingham there are existing traffic lights that provide pedestrian crossing opportunities.

#### **b) Options for Incentive Programs**

A wide range of financial incentive programs may be offered to landowners and tenants through a CIP. Based on the SWOT analysis and identified critical needs, the following financial incentive options are recommended for the Municipality's consideration to be included in the Draft:

- A façade improvement grant/loan program to encourage the improvement of building façades, signage and properties in conformity with specific streetscape guidelines;
- An accessibility improvement grant/loan program, including grants for the addition of wheelchair ramps or other accessibility features, particularly on commercial properties.

#### **c) Considerations for Eligibility Criteria**

It is important to consider eligibility criteria for the incentives, to ensure that only desirable projects that are in the public interest are eligible for public funding. In order to receive funding, applicants will need to demonstrate compliance with the eligibility criteria, by describing their proposal, obtaining quotes for the work, and supplying drawings or plans to illustrate the intent.

The eligibility criteria should address:

- Program-specific requirements, such as compliance with heritage building regulations, eligible types of projects, application submission requirements (quotes, drawings, etc.);
- Applicability of the incentive programs to ensure that programs relate to the identified issues, opportunities, and critical needs;
- An evaluation of whether the proposed improvements support active transportation choices, to promote mobility (i.e., relationship to sidewalk, comfortable pedestrian environment and connections, provision of bike parking, etc.) as well as improved accessibility for seniors and people with disabilities;
- That the applicant has considered opportunities to implement recommended streetscape improvements and public realm improvements, where it is feasible and reasonable; and
- Other general eligibility requirements. It is important that minimum standards are established for improvements to historic properties and buildings, infrastructure, and streetscapes to assist in decision-making. The CIP will therefore prescribe general guidelines to provide direction when considering various applications.

#### **d) CIP Administration**

In addition to supporting the financial incentives, the Township of North Huron could also participate directly in the revitalization of Blyth and Wingham, through the following recommendations:

- Designate a CIP administrator to administer the CIP on a day-to-day basis, including:
  - meeting with potential applicants for the financial incentive programs;
  - processing applications in accordance with the CIP's policies;
  - circulating incentive applications to the committee and liaising with the committee and applicants;
  - administering the marketing program in the CIP (discussed below) and the monitoring and evaluation program (discussed below); and
  - ensuring implementation of the projects recommended as part of the municipal leadership strategy, including liaising with Council and with responsible departments.

- Develop streetscape and architectural guidelines for new façade and property improvements, to ensure they are compatible with and sensitive to the historic characteristics of the cores
- Implement a marketing and communications program which may include an education program regarding heritage conservation and property maintenance
- North Huron Council should also consider the administration role that the Economic Development Committee would play in the implementation of the CIP

#### **e) Budgeting for Incentives and Municipal Leadership Projects**

Implementation of the CIP is largely carried out through Council's annual budgeting process. Each year, Council may set aside funding to support the financial incentives. Should there be funding remaining at the end of the year, the remaining funds may be carried over to the following year or set aside for municipal leadership projects.

Budgeting for municipal leadership projects may be completed separately from the financial incentives. Consideration may be made to planning and executing projects based on priority, available funding resources and available staff resources.

#### **f) Options for the Community Improvement Project Area**

A community improvement project area must be selected in accordance with the Planning Act. The authority under Section 28 of the Act is only permitted within an area designated by Council as a community improvement project area.

The community improvement project area may consist of the whole study area, or a portion of the study area. It is commonly recommended that selection of the Community Improvement Project Area should focus resources within priority areas and be considerate of anticipated resources available to implement the Plan. It is also noted that the visible benefits that the CIP will provide will be enhanced if the Community Project Area is concentrated in close proximity. A large number of eligible properties may not be desirable, as it could possibly "dilute" the incentives across a broad area, resulting in a lack of visible benefits that the CIP should provide.

As such, it is recommended that the Community Improvement Project Area be focused on the properties in the commercial cores of downtown Wingham and Blyth (as seen in Figures 1 & 2).

### **Section 7: Conclusion**

An analysis of provincial and local policy as well as critical needs in North Huron indicates that the two identified settlement areas would significantly benefit from a community improvement plan. Municipal investment in the form of grants will be beneficial, in conjunction with private investment from property owners and provincial funding. A key to the success of the CIP will be integration and coordination with the community and private property owners, and an emphasis on initiatives that promote maintaining the unique attributes of Wingham and Blyth. Façade and structural improvements as well as enhancements to the pedestrian realm should be emphasized as an important aspect of the CIP, including accessibility for seniors and people with disabilities, streetscape improvements and pedestrian safety improvements. This will ensure that the Wingham and Blyth downtown cores and their surrounding areas remain aesthetically appealing, comfortable, vibrant, attractive and livable.

This report will be refined based on consultation with stakeholders, the public, and Council, and finalized for the Statutory Public Meeting and Council adoption. It is intended that this report will form the basis for discussing potential programs and issues that may be addressed by the CIP, and become the basis for the CIP.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Dwayne Evans, CAO  
**DATE:** 09/07/2018  
**SUBJECT:** Amended Terms of Reference for the Economic Development Committee  
**ATTACHMENTS:** Track Changes Terms of Reference

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the report of the CAO, dated July 9, 2018 and approves the amended Terms of Reference for the Economic Development Committee;

AND FURTHER THAT Council considers passing By-Law #66-2018 being a by-law to repeal and replace the Economic Development Terms of Reference;

AND FURTHER THAT the Council of the Township of North Huron approves an exception to Section 19.1 of the Procedural By-Law to allow the By-law to be passed at the July 9, 2018 Council Meeting.

### **EXECUTIVE SUMMARY**

At the June 7, 2018 Economic Development Meeting, the Committee requested marketing be removed from the Committees Terms of Reference and further suggested reallocating all marketing dollars to the Recreation Department budget.

MOVED BY: Trevor Seip

SECONDED BY: Dave Tiffin

THAT the North Huron Economic Development Committee hereby requests North Huron Council direct staff to prepare an amendment to the Terms of Reference for the Economic Development Committee by removing all references to marketing;

AND FURTHER, that the North Huron Economic Development Committee hereby requests North Huron Council direct the Treasurer to amend the 2018 Economic Development budget by reallocating all marketing dollars to the Recreation Department budget.

**CARRIED**

At the June 18, 2018 Council meeting, North Huron Economic Development Committee's request was considered. After discussion, the following motion was passed:

M309/18

MOVED BY: B. Knott

SECONDED BY: J. Campbell

THAT the Council of the Township of North Huron hereby directs staff to prepare an amendment to the Terms of Reference for the Economic Development Committee by removing all references to marketing, as requested by the North Huron Economic Development Committee;

AND FURTHER, that the Treasurer is directed to amend the 2018 Economic Development budget by reallocating all marketing dollars to the Recreation Department Budget.

**CARRIED**

**DISCUSSION**

This change will benefit both parties as it will stop the duplication of work surrounding marketing initiatives by both the Recreation Department and the Economic Development Committee and it allow the Economic Development Committee to focus on other tasks at hand. It was made clear at the Economic Development Committee meeting that the Committee would like to be consulted and provide some direction on marketing initiatives.

**FINANCIAL IMPACT**

N/A

**FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

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



---

Dwayne Evans, CAO

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**TERMS OF REFERENCE**

**MANDATE**

The Corporation of the Township of North Huron's Economic Development Committee is to enhance the economic opportunities as well as the quality of life for all Township residents. The Economic Development Committee provides comment on the implementation of the Economic Development Strategic Plan, and will recommend to Council on matters related to economic development and business attraction/retention. The Committee will provide input and advice on marketing and tourism related matters implemented by the Township of North Huron's Recreation Department. The Committee will promote and maintain communication with Council in an advisory role and work with the Huron County Economic Development Board, other municipalities, provincial ministries, the Blyth and Wingham Business Improvement Areas and other public forums on initiatives that promote job creation.

**PURPOSE**

- To provide workshops and forums for citizens and the business community to raise issues and concerns regarding job growth and sustainable development;
- To provide recommendations and guidance to Council on matters pertaining to policies, practices and programs concerning economic development;
- To review and provide comment on the economic needs of the community;
- To provide creative discussions in order to improve the quality of life in the community;
- To provide support and coordination of regional efforts necessary for the development and implementation of economic related programs;
- To provide comment on the development of lands for economic development and compatible uses that promote greater growth within the community and region.
- Advising Council on the co-ordination of economic development strategies and initiatives with other regional organizations such as the County of Huron, other townships, the Ministry of Economic Development and Growth, Trade and Employment, the Ministry of Agriculture Food and Rural Affairs, the Blyth Business Improvement Association and the Wingham Business Improvement Area.
- To be consulted by the Township of North Huron's Recreation Department regarding the Township marketing strategy.

**MEMBERSHIP**

It is recognized that Economic Development initiatives are most effective when business leaders and staff work in a collaborative way to craft and execute strategies, therefore membership in the Committee will be as follows:



The Committee shall be comprised of a maximum of **11 voting members**: Comprised of 2 Council members, 1 appointed Blyth BIA representative, 1 appointed Wingham BIA representative, and up to 7 public members at large. Public members at large will be chosen to represent a broad spectrum of business sectors including but not limited to: manufacturing, creative industries, agriculture, healthcare, real estate, retail and agri-food.

In making public member appointments, Council shall have regard for the diversity of business interests and qualifications of citizen candidates for the Committee and to have representation from all wards of the Township. They shall endeavour to have at least one member appointed to represent the interests of the sectors indicated.

Public members shall be residents, property owners or business owners of North Huron and be at least 18 years of age.

Members are expected to undertake their responsibilities on an impartial and objective basis. Any member whose financial interest could be in conflict with the interests of the Township is obliged to disclose same at the meeting. Members will not participate in any decision or recommendation in which they or their immediate family has any financial interest except in common with residents in the municipality

In addition, the following staff members will sit as non-voting members;

The CAO as Economic Development Officer, and 1 staff member as a Resource Person.

The Township Resource Person will provide technical support to the Committee by:

- 1) Assisting the chair in the creation of agendas.
- 2) Taking minutes at meetings and distributing minutes within one week of a meeting.
- 3) Distributing meeting materials at least one week prior to the next scheduled meeting.
- 4) Acting as a resource for the committee during meetings, which may include presenting background reports, distributing government information and similar activities.
- 5) Facilitating recommendations to Council through the creation of reports.
- 6) Coordinating committee initiatives with other Town departments.

All members are to be appointed by Council resolution.

The Committee may from time to time require experts or other representatives to attend meetings as presenters, advisors or observers because of their knowledge of the subject or as part of a project or consultation mechanism. These attendees have no voting privileges.

The Chair and Vice-Chair will be elected from among the voting members at the first meeting of each calendar year.

## **TERM**

The term of office shall be for term of council commencing in January. Once appointed, members may apply for reappointment by Council if they continue to be eligible.

## **APPOINTMENT TO THE COMMITTEE**

In order to be considered for appointment or reappointment, interested persons should submit a letter of interest to Town staff by the stated deadline determined in a given year.

All letters received from eligible applicants will be forwarded to Council for review and appointment.

## **REPORTING RELATIONSHIP**

The Committee is to serve as an advisory body to Council. The Committee does not have any delegated authority. Recommendations requiring implementation, expenditures, reports or staff actions must first be passed by motion at the Committee level then sent to the Township Clerk to be considered by Council. Council may cause the Committee to review and report on matters pertaining to the Committee's mandate.

## **COMMITTEE CHAIR**

A Chair and Vice-Chair shall be elected by majority vote. The term of Chair shall be one year. If a Chair or Vice-Chair is not present, members are to select an acting Chair to serve in the same capacity for the duration of the meeting.

The Chair is responsible for ensuring the effective operation of the Committee and its roles in accordance with the municipality's meeting procedures. The Chair shall be responsible for:

- Calling meetings order
- Conducting meetings in accordance with the municipality's procedural by-law
- Acting as the spokesperson in conjunction with the Economic Development Officer
- Representing the Committee when necessary

## **DECISION MAKING AND VOTING**

Where possible, decisions will be made by way of consensus. When a resolution is to go to Council, a motion must be moved and seconded and recorded in writing prior to voting. A resolution is deemed to be carried if the majority of members present vote in the affirmative. Recorded votes shall not be permitted. The Committee shall not reconsider a previous motion, unless directed to do so by Council.

## **QUORUM**

Quorum shall be 50% + 1 of the voting committee members. If determined practical, a meeting may proceed without a quorum, however, substantive recommendations are not fully ratified until supported by the majority of members. If no quorum is present and there are time constraints with respect to a particular item on the agenda, the Chair may reconvene a special meeting in order to determine Committee support for that particular item.

## **MEETING STRUCTURE AND FORMAT**

Regular meetings will be held on a monthly basis as required. Agendas for each meeting will be

distributed to members and posted on the Township website in advance along with the minutes of the previous meeting. Minutes will be received by Council and substantive recommendations will be forwarded to staff for review and action if deemed necessary. Recommendations must relate to the Committee's mandate.

## **ATTENDANCE**

If a Committee Member misses three (3) regular meetings without explanation or valid regrets, they may be asked to resign from the Committee.

Regrets should be sent to the Staff Resource Person as early as possible.

## **PROJECTS**

Based on its stated mandate and purpose, the Committee will establish its priorities at the beginning of each new term and develop a plan to focus its attention and action. Additionally, the Committee may address items referred to it by others.

The Committee may consider matters that are deemed to be of importance and within its purview. The Committee will also consider matters referred to it by Council or other committees.

## **EXPENSES**

No member of the Task Force shall receive payment for any work or services performed for the Committee or North Huron, except that, with the approval of the Committee, reimbursement may be made for travel or other expenses incurred in the performance of duties specifically requested by the Committee. Rates paid will be consistent with rates paid to Township of North Huron employees in effect at the time expenses are incurred.

## **OPEN MEETINGS**

Committee meetings are open to the public. Advisory Committees of Council do not usually consider business of a "closed" nature; however, if circumstances arise, there must be strict compliance with the Township's Procedure By-law and the Municipal Act.

The Township of North Huron Procedural By-law shall be followed for all matters not specifically addressed within this document. These Terms of Reference are established by Council and can only be altered by Council.

RECEIVED

JUN 27 2018

TOWNSHIP OF NORTH HURON

Councillor William Knott

296 Drummond St.

PO Box 165

Blyth, ON

NOM 1H0

Attn: Richard Al

Clerk

Township of North Huron

274 Josephine St.

Wingham ON,

N0G 2W0

Dear Richard and Council

Please be advised that I hereby tender my resignation from North Huron Council as of June 28, 2018.

Thank you for the help and over the years and I wish everyone and the municipality well for the future.

Should you wish to contact me here is our new address.

911 Malott Ave.

Kingsville, ON

N9Y 3C3

My cell phone will be unchanged 519 441-1546.

Thank you



William Knott

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

**BY-LAW NO. 63-2018**

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**Being a By-law to Amend By-law No. 39 (2012) A By-law to Provide  
for the Regulation and Control of Traffic on the Highways of the  
Township of North Huron**

---

**WHEREAS** it is deemed necessary and expedient to regulate traffic on the highways of the Municipality;

**AND WHEREAS** Section 210, Paragraph 123 of the Municipal Act, R.S.O. 1990, c. M.45, as amended, permits Municipalities to pass By-laws for regulating traffic on the highways, subject to the provisions of the Highway Traffic Act;

**AND WHEREAS** the Council of the Corporation of the Township of North Huron deemed it expedient to pass such a by-law:

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

1. That Schedules A to By-law No. 39 (2012) A By-law to Provide for the Regulation and Control of Traffic on the Highways of the Township of North Huron be amended as follows -

**Schedule A - PARKING PROHIBITED**

- Add County Road 25 West from County Road 4 North Side 70 metres
  - Add County Road 25 East from County Road 4 North Side 90 metres
  - Add County Road 4 North from County Road 25 West Side 190 metres
  - Add County Road 4 North from County Road 25 East Side 180 metres
2. That this By-law shall come into force and effect upon its enactment.

READ A FIRST AND SECOND TIME THIS 9<sup>TH</sup> DAY OF JULY, 2018.

READ A THIRD TIME AND PASSED THIS 9<sup>TH</sup> DAY OF JULY, 2018.

CORPORATE SEAL

---

Reeve Neil G. Vincent

---

Clerk Richard Al

**THE TOWNSHIP OF NORTH HURON**

**BY-LAW NO. 39-2012**

**TO PROVIDE FOR THE REGULATION AND CONTROL  
OF TRAFFIC ON THE HIGHWAYS OF THE  
TOWNSHIP OF NORTH HURON**

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Schedule F	Parking for the Physically Challenged
Schedule G	One Way Streets
Schedule H	Pedestrian Crosswalks
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Schedule M	Yield Sign Locations
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**A BY-LAW TO PROVIDE FOR THE REGULATION AND CONTROL OF TRAFFIC ON THE  
HIGHWAYS OF THE TOWNSHIP OF NORTH HURON**

**WHEREAS** it is deemed necessary and expedient to regulate traffic on the highways of the Municipality;

**AND WHEREAS** Section 210, Paragraph 123 of the Municipal Act, R.S.O. 1990, c. M.45, as amended, permits Municipalities to pass By-laws for regulating traffic on the highways, subject to the provisions of the Highway Traffic Act;

**NOW, IT IS HEREBY ENACTED** by the Municipal Council of the Township of North Huron as follows:

## **Part I - DEFINITIONS**

1. For the purpose of this By-law, where no definition is made herein and definition is required, the applicable definition shall be as set forth in the Highway Traffic Act, R.S.O. 1990, Chapter H.8 as amended from time to time, and
  - (a) “Authorized Emergency Vehicle” means a vehicle of the Fire Department, Police vehicle, ambulance and such emergency vehicles of Municipal Departments as are designated or authorized by the Municipal Clerk, Wingham Police Services or Huron O.P.P.
  - (b) “Bicycle” means any device which has two wheels and is propelled by muscular power and upon which any person may ride.
  - (c) “Boulevard” shall mean the portion of the street allowance lying between the travelled portion of the street and the limit of the street allowance.
  - (d) “Police” shall mean the Wingham Police Services and Huron O.P.P.
  - (e) “Clerk” shall mean the Clerk of the Township of North Huron.
  - (f) “Council” shall mean the Council of the Township of North Huron.
  - (g) “Commercial Vehicle” means a motor vehicle having permanently attached thereto a truck or delivery body, and includes an ambulance, hearse, casket wagon, fire apparatus, police vehicle, motor bus and tractors used for hauling purposes on the highway.
  - (h) “Controlled Access Highway” – Every highway, street or roadway in respect to which owners or occupants of abutting lands and other persons have legal right of access to or from the same except at such points only and in such manner as may be determined by the Township of North Huron.
  - (i) “Corner” means the point of intersection of curbs or edges of the portion of the highway used for vehicular traffic.
  - (j) “Crosswalk” means that portion of a roadway ordinarily included within the prolongation or connection of the lateral lines of sidewalks or any portion of a roadway distinctly indicated for pedestrian crossing by lines or marks.
  - (k) “Curb” shall mean where a curb is constructed, the line thereof. Where no curb is constructed it shall be construed to mean the edge of the travelled portion of the roadway.

- (l) “Loading Zone” means a space adjacent to a curb for the exclusive use of vehicles during the loading or unloading of freight or person as designated by signage.
- (m) “Driver” means a person who drives, operates or is in actual physical control of a vehicle.
- (n) “Double Parking” shall mean permitting any part of a vehicle to remain stationary along side or parallel to another vehicle already properly parked or standing at the curb on the same side of the street.
- (o) “Gross Weight” means the combined weight of vehicle and load.
- (p) “Heavy Truck” means a commercial motor vehicle having a weight, when unloaded, of three tonnes or more or, when loaded six tonnes or more, but does not include a passenger vehicle, an ambulance or any vehicle of a police service or fire department.
- (q) “Highway” shall have the same meaning as prescribed under the *Highway Traffic Act* RSO 1990.
- (r) “Intersection” shall have the same meaning as prescribed under the *Highway Traffic Act* RSO 1990.
- (s) “Laned Roadway” means a roadway which is divided into two or more clearly marked lanes for vehicular traffic.
- (t) “Motorized Snow Vehicle” means a self-propelled vehicle designed to be driven primarily on snow.
- (u) “Municipally-Owned Commercial Vehicle” means any vehicle owned or operated for and on behalf of the Township of North Huron, or such vehicles as are from time to time hired or used for the purposes of carrying out civic works under the instructions and supervision of the Director of Public Works, and without limiting the generality of the foregoing, shall include vehicles as operated by the Wingham Police Services, Huron O.P.P., all Fire Department equipment or vehicles, Township sweepers, Township flushers, snow plows, garbage collectors, vehicles of the Public Works and Recreation Departments of the said Municipality, or the vehicles of any other Board or Commission operating under the authority or control of the Township of North Huron.
- (v) “Official Time Standard”, whenever certain hours are named herein they shall mean standard time or daylight saving time as may be in current use in the Township.
- (w) “One Way Street” means a street upon which vehicular traffic is limited to movement in one direction.
- (x) “Operator” shall mean any person who operates or is in charge of a vehicle upon a street.
- (y) “Park” or “Parking”, when prohibited, means the standing of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise, or passengers.

- (z) “Two Hour Parking Zone” means the street or parts of streets designated by this By-law as constituting a time-limited parking zone.
- (aa) “Parking Space” means a portion of the surface of a roadway designated by suitable markings, designed and intended for the parking of motor vehicles.
- (bb) “Pedestrian” means a person afoot, and includes physically challenged persons and children in wheeled carriages.
- (cc) “Person” shall mean every natural person, firm, co-partnership, association or corporation.
- (dd) “Police Officer” means a member of the Wingham Police Services or Huron O.P.P.
- (ee) “Roadway” means that portion of a highway that is improved, designated or ordinarily used for vehicular traffic, and shall include all streets but does not include the shoulder, and where a highway includes two or more separate roadways, the term "roadway" refers to all the roadways collectively.
- (ff) “Rural Roadways” means all roadways outside of the settlements of Wingham, Blyth, Auburn or Belgrave, but shall not apply to roadways under the jurisdiction of Huron County or the Province of Ontario.
- (gg) “Sidewalk” means that portion of a street between the curb lines or the lateral lines of a roadway and the adjacent property lines intended for the use of pedestrians.
- (hh) “Stand” or “Standing”, when prohibited, means the halting of a vehicle, whether occupied or not, except for the purpose of and while actually engaged in receiving or discharging passengers.
- (ii) "Stop" or “Stopping”, when prohibited, means the halting of a vehicle, even momentarily, whether occupied or not, except when necessary to avoid conflict with other traffic or in compliance with the directions of a constable or other Police Officer or of a traffic control sign or signal.
- (jj) “Traffic” includes pedestrians, ridden or herded animals, vehicles, and other conveyances used singularly or together while using any street for purpose or travel.
- (kk) “Traffic Control Device” means any sign; or roadway, curb or sidewalk mark; or other device erected or placed under the authority of Municipal Council or as authorized and provided for under the direction of the Wingham Police Services or Huron O.P.P., for the purpose of regulating, warning or guiding traffic.
- (ll) “Traffic Control Signal”, means any device, manually, electrically or mechanically operated for the regulation of traffic.

- (mm) “Trailer” means any vehicle that is at any time drawn upon a highway by a motor vehicle, except an implement of husbandry, another motor vehicle or any device or apparatus not designated to transport persons or property temporarily drawn, propelled, or moved upon such highway except a side car attached to a motorcycle, and shall be considered a separate vehicle and not part of the motor vehicle by which it is drawn.
- (nn) Treasurer” means the Treasurer for the Township of North Huron.
- (oo) “U Turn” means to turn a vehicle within the roadway so as to proceed in the opposite direction from that which the vehicle previously faced.
- (pp) “Urban Roadways” means all roadways within the settlement areas of Wingham, Blyth, Belgrave and Auburn.
- (qq) “Vehicle” includes a motor vehicle (includes snow machines), trailer, traction engine, farm tractor, road-building machine and any vehicle drawn, propelled or driven by any kind of power, including muscular power;
- (rr) “Off-Road Vehicle” means a vehicle propelled or driven otherwise than by muscular power or wind and designed to travel on not more than four wheels and not considered to be licensed for highway use in the Province of Ontario.
- (ss) “Pedestrian Crossover” means any portion of a roadway designated by By-law of this municipality, at an intersection or elsewhere distinctly indicated for pedestrian crossing by signs on the highway and lines or other markings on the surface of the roadway as prescribed by the regulations under the *Highway Traffic Act* R.S.O. 1990.
- (tt) “Footpath” means a path designed to be used by persons on foot.
- (uu) “Footbridge” means a bridge designed to be used by persons on foot.
- (vv) "Community Safety Zone" means a part of a roadway so designated under the *Highway Traffic Act* where public safety is a special concern.
- (ww) “By-law Enforcement Officer” shall mean an Officer engaged by the Township of North Huron to enforce Municipal By-laws.

## **Part II – GENERAL PROVISIONS**

### **1. DUTY OF POLICE ENFORCEMENT**

The Wingham Police Services, Huron O.P.P. and/or other By-law Enforcement Officers as appointed from time to time by the Township of North Huron are authorized to enforce the provisions of this By-law.

### **2. OBEDIENCE TO TRAFFIC CONTROL DEVICES OR SIGNALS**

Every person shall promptly obey all signals or directions given either by a Police Officer or by a Traffic Control device, or a traffic signal or traffic sign.

### **3. DIRECTION OF TRAFFIC BY POLICE OFFICER**

Where a Police Officer reasonably considers it necessary

- a) to ensure orderly movement of traffic; or
- b) to prevent injury or damage to persons or property; or
- c) he/she may direct traffic according to his/her discretion, to permit proper action in an emergency, notwithstanding the provisions of the By-law, and every person shall obey his/her instructions.

### **4. TRAFFIC CONTROL DEVICES OR SIGNALS**

- a) Authority is hereby given to the Director of Public Works, with the approval of the Ministry of Transportation Ontario of Ontario, where required by law, to place or erect and to maintain such signs and traffic control signals authorized by Municipal Council as are required to give effect to the provisions of this By-law, or as are required to regulate, warn or guide traffic for the safety or convenience of the public.
- b) The Director of Public Works, upon direction by Municipal Council, is hereby given authority to place such pavement markings as they deem advisable for the purpose of directing and guiding traffic and the parking of vehicles.
- c) No person shall place, maintain or display upon or in view of any highway or street allowance any unauthorized sign, signal, marking or device which purports to be or is an imitation of or resembles a traffic control device or railroad sign or signal, or which attempts to direct the movement of traffic, or which hides from view or interferes with the effectiveness of any traffic control device or any railroad sign or signal, and no person shall place or maintain upon any highway or street allowance any traffic sign or signal bearing thereon any commercial advertising.

This shall not be deemed to prohibit the erecting upon private property adjacent to highways of signs giving useful directional information and of a type that cannot be mistaken for traffic control.

Notwithstanding, where conflict exists between this section and the Township of North Huron's Sign By-law, the requirements of the Sign By-law shall prevail.

- d) Any unauthorized sign, signal, marking or device so erected shall be forthwith removed by the person or persons responsible for the placing of same, after notice, verbal or written, by the Director of Public Works, Officer in Charge or Police Constable.

- e) Stop signs shall be erected and maintained by the Director of Public Works at all intersections as shown on Schedule “K” to this By-law in accordance with the *Highway Traffic Act*, R.S.O. 1990.
- f) All Way Stops shall be established and maintained by the Director of Public Works at all intersections as shown on Schedule “C” to this By-law in accordance with the *Highway Traffic Act*, R.S.O. 1990.

5. SPEED LIMITS

- a) The maximum speed for vehicles on all Urban Roadways within North Huron shall be fifty (50) kilometres per hour except on those parts of roadways described in Schedule “E” to this By-law.
- b) The maximum speed for vehicles on all Rural Roadways within North Huron shall be eighty (80) kilometres per hour except on those parts of roadways described in Schedule “E” to this By-law.
- b) No person shall exceed the speed limits set out in this section and Schedule "E" to this By-law.

6. PEDESTRIAN CROSSWALKS AND SCHOOL CROSSINGS

Pedestrian Crosswalks and School Crossings, as defined in subsection 1(ss) of this By-law, are hereby authorized on the roadways or portions of roadways as set out in Column 1 of Schedule “H” to this By-law at the locations set out in Column 2 of the said Schedule.

7. DESIGNATED PARKING SPACES FOR THE PHYSICALLY CHALLENGED

The parking spaces identified by signs as defined in Schedule “F” to this By-law on public and private roads and parking lots, at the locations set out in Schedule “F” to this By-law shall be designated parking spaces to be used exclusively by persons who have a properly displayed Disabled Permit.

8. FIRE ROUTES

The roads, lanes, driveways and private roadways described in Schedule “J” to this By-law are hereby designated as fire routes.

9. NO PARKING AREAS

No person shall park a vehicle, except when necessary to avoid conflict with other traffic or in compliance with a traffic control signal, sign or device or the direction of a Police Officer, in any of the following places:

- (a) on a bridge or approaches thereto;
- (b) on any street, in such manner as to obstruct traffic;
- (c) in such a position as will prevent the convenient removal of any other vehicle previously parked or standing;
- (d) in a fire route being within 6.5 meters of a point in the edge of the roadway and nearest to a public entrance to a hotel, a theatre, or a public hall or auditorium where such theatre, hall or auditorium is open to the public;
- (e) in front of a public or private driveway or opposite thereto;
- (f) in an area indicated by “NO PARKING BETWEEN SIGNS”;
- (g) in an area where signs have been erected indicating “NO PARKING HERE TO CORNER”;



- (h) in an area designated by pavement markings or signs as being for physically challenged parking only.
- (i) in front of the entrances to the Wingham & District Hospital;
- (j) within eight (8) meters of the lot on which a Fire Hall is located on that side of the street which such Fire Hall is located, or on the opposite side of said street so as to obstruct or interfere with the means of ingress or egress from such Fire Hall;
- (k) on any part of the roadway surrounding the Wingham Cenotaph on Veterans Road;
- (l) on any roadway or street right-of-way, having regard for the traffic requirements on such roadway, and in no case for a longer period than six (6) consecutive hours;
- (m) on a sidewalk;
- (n) within four (4) meters of a fire hydrant;
- (o) on a crosswalk or pedestrian crossover;
- (p) within nine (9) metres of an Intersection, unless there is a parking spot designated and painted as such.

#### 10. SCHEDULES

Any part of the Schedules hereto annexed may be altered by adding thereto other streets or parts of streets therein mentioned, and by substituting different hours and periods of time other than therein mentioned but any such alteration shall be made only by By-law of the Council in that behalf, and duly passed at a regular or special meeting of the Council, to take effect when approved by the Ministry of Transportation Ontario of Ontario when necessary, provided, for the purpose of guiding, directing and regulating, or limiting or otherwise altering the traffic regulations. Temporary regulations may be put into effect by the Wingham Police Services or Huron O.P.P. for the Township of North Huron or the Director of Public Works and such temporary regulations to be valid only when properly worded signs have been erected and are on display, and for a period of thirty days only, unless confirmed by By-law enacted by the Municipal Council and approved by the Ministry of Transportation Ontario where necessary.

#### (11) PARADES

No person shall take part in any parade or other procession on any of the streets or sidewalks in the Township of North Huron unless that person has first obtained written permission from the Council of the Township of North Huron to do so. This requirement may be waived by Council where deemed appropriate.

#### (12) TIME LIMITED PARKING AREAS

Parking of vehicles shall be allowed on the roads set out in Schedule "I" subject to the time limits set out in this By-law (two hour maximum parking).

### **Part III - GENERAL OFFENCES**

#### **1. DEPOSITING SNOW ON HIGHWAY OR SIDEWALK**

No person shall throw, deposit, or cause to be deposited, any snow, ice or mud as to interfere with the movement of pedestrian or vehicular traffic.

#### **2. DRIVING OVER FIRE HOSES**

No vehicle shall be driven over any unprotected hose of the Fire Department when laid down in any roadway, street, private driveway or lane, which is used or intended to be used at any fire or alarm of fire.

#### **3. PEDESTRIAN OFFENCES**

No person, while a pedestrian, shall

- (a) cross a road at a place other than a pedestrian crossover or at road intersections when such crossing interferes with the movement of vehicles; or,
- (b) fail to yield the right of way to a vehicle upon the road, except when authorized by a traffic signal or by a Police Officer.

4. No pedestrian shall proceed over or go under a barrier installed at a safety zone or on a sidewalk.

5. No person shall obstruct the flow of traffic on any roadway.

#### **6. BICYCLE OFFENCES**

No person shall:

- (a) leave a bicycle unattended on a roadway;
- (b) ride or leave a bicycle in such a manner as to obstruct a sidewalk or footpath;
- (c) operate a bicycle at a speed greater than is reasonable and prudent or in a manner which is unsafe;
- (d) Any bicycle found obstructing pedestrians may be taken into possession by a Police Officer and removed and stored, and any storage charges shall be a lien upon such bicycle, and such costs and charges shall be in addition to any penalty imposed under this By-law. There shall be no liability to the owner of such bicycle on the part of the Township of North Huron, or the Police Officer, for any damages occurring to the bicycle while in the custody of the Police or in storage.

#### **7. TURNING MOVEMENTS**

The making of a “U” turn at any time is prohibited on the street and intersections where properly worded signs prohibiting the same are erected.

8. DRIVING ON SIDEWALK

No person shall permit a vehicle, without the permission of the Wingham Police Services, North Huron O.P.P., or the Director of Public Works, to be drawn, hauled, driven, propelled or used on, over or along any boulevard, sidewalk, pathway, footpath or footbridge being in or upon any boulevard, garden or other place for public use within the municipality.

9. STANDING OR PARKING FOR DISPLAY OR MAINTENANCE

No person shall stand or park a vehicle upon a highway for the purpose of:

- (a) displaying it for sale;
- (b) washing, greasing or repairing such vehicle, except repairs necessitated by emergency;
- (c) allowing a vehicle to discharge any fluid or substance onto the highway;
- (d) no person shall park any vehicle on any roadway for the express purpose of advertising or promotion purposes unless such parking has been specifically authorized by Council.

10. MOTORIZED VEHICLES

- (a) No person shall drive a motor vehicle or a motorized snow vehicle or a motor assisted bicycle upon a sidewalk or footpath or a road except for the purpose of directly crossing such a sidewalk or footpath.
- (b) No person shall drive a motor vehicle or a motorized snow vehicle or a motor assisted bicycle over a raised curb except at a place where there is a ramp.
- (c) No person shall operate a motorized snow vehicle within the Ward of Wingham and Ward of Blyth limits from 11:00 p.m. to 7:00 a.m. except that person may return to their own residence by the most direct route during that time.
- (d) No person shall operate a motorized snow vehicle within a block of Wingham & District Hospital or within a block of any church in the Township of North Huron, except that those persons who reside within these areas may leave and return home.
- (e) No person shall operate a motorized snow vehicle at any time on Josephine Street from Amberley Road (Highway #86) to North Street/B Line Road and Queen Street from North Street to Blyth Road #25 at anytime.

11. SKATEBOARDS

- (a) No person shall ride a skateboard on the sidewalks along Josephine Street from Amberley Road (Highway #86) to North Street/B Line Road and Queen Street from North Street to Blyth Road 25 at anytime.
- (b) No person shall ride a skateboard on the Municipal Parking Lots located –
  - i) on the southeast corner of Queen Street and Drummond Street;
  - ii) on Victoria Street West – behind 164 Josephine Street;
  - iii) behind the North Huron Municipal Office between Josephine and Edward Streets;
  - iv) on John Street West – behind 238 Josephine Street.

12. MISCELLANEOUS DRIVING RULES

No person shall, except under the direction of a Police Officer, drive a vehicle on a road between the vehicles comprising a funeral or other procession recognizable as such by the display of pennants, lights or other identifying insignia while the vehicles in such procession are in motion.

13. IMPROPER USE OF PARKING PERMITS FOR THE PHYSICALLY CHALLENGED

No person shall use a disabled person's parking permit in a manner other than that provided in law.

## **Part IV – PARKING OFFENCES**

### **1. GENERAL STOPPING AND PARKING REGULATION**

No person shall park, or stop a vehicle on any street other than a one-way street, unless on the right hand side of the street, having regard for the direction in which the vehicle had been proceeding, and unless the right front and right rear wheels or runners of the vehicle are parallel to and distant respectively not more than thirty (30) centimetres from the edge of the roadway, without stopping or parking over a sidewalk or footpath or over any part of the highway where grass has grown or which is not intended for the use of vehicles.

### **2. ONE WAY STREETS**

Where parking is permitted on a one-way street, vehicles may be parked only on the designated side of the street, with the front and rear wheels parallel to and distant not more than thirty (30) centimetres from the edge of the roadway or within the limits or lines of parking space marked on such a street. One way streets are as designated on Schedule “G” of this By-law.

### **3. OUTSIDE MARKED PARKING SPACES**

Where angle or parallel parking spaces are designated by lines painted on the roadway, no person shall stop or park any vehicle except within an area designated as a parking space.

### **4. MOTORCYCLE PARKING**

Notwithstanding the provisions of Section 4, Subsections (1), and (2) of this By-law with regard to the parking of vehicles in certain areas of streets in the Township of North Huron where parallel parking in areas is permitted, motorcycles shall be parked on an angle of forty-five degrees (45) to the curb, with the front wheel or hindmost rear wheel within thirty (30) centimetres of the curb, and within the limits of the parking space as designed by pavement markings on the street, and so placed that when leaving the space the motorcycle shall proceed in the direction of the flow of traffic.

### **5. WINGHAM & DISTRICT HOSPITAL AND MUNICIPAL PARKS**

- (a) No person shall park a vehicle on the west side or east side of Carling Terrace. This prohibition does not apply to police, ambulance and fire vehicles when engaged in emergency use.
- (b) No person shall operate an off-road vehicle in any municipally owned or cared-for park, or on any municipally owned property in the Township of North Huron.

### **6. STOPPING AND PARKING RESTRICTIONS AND PROHIBITIONS ON CERTAIN ROADS**

Where signs to that effect are displayed, no person shall park a vehicle on any roadway at the side and between the limits set out respectively in Columns 1, 2 and 3 of Schedule "A" to this By-law during the prohibited times or days set out in Column 4 of the said Schedule

7. SCHOOL BUS/LOADING ZONES

- (a) Where signs to that effect are displayed, no person shall park any vehicle other than for the purpose of loading or unloading the vehicle, in any loading zone as set out respectively in Columns 1, 2 and 3 of Schedule “D” to this By-law during the days or times set out in Column 4 of the said Schedule.
- (b) Where signs to that effect are displayed, no person shall park any commercial vehicle in any commercial vehicle loading zone as set out respectively in Columns 1, 2 and 3 of Schedule “D” to this By-law for any purposes other than the expeditious unloading and delivery or pickup and loading of materials or goods during the days or times set out in Column 4 of the said Schedule.  
In no case shall the stop for loading or unloading of materials or goods exceed five (5) minutes.

8. NO STOPPING OR STANDING

Where signs to that effect are displayed no person shall stop or stand a vehicle on any roadway or public laneway at the side and between the limits set out respectively in Columns 1, 2 and 3 of Schedule “B” to the By-law during the times or days set out in Column 4 of the said Schedule.

9. OVERNIGHT PARKING – WINTER MONTHS

Between the hours of two a.m. and seven a.m. no motor vehicle shall be allowed to park on any or all streets or roadways or municipal parking lots of the Township of North Huron, between the months of November 1<sup>st</sup> to May 1<sup>st</sup> without prior approval of the Wingham Police Services or Huron O.P.P.

10. PARKING RESTRICTED ADJACENT TO SCHOOL GROUNDS & PLAYGROUNDS

Where signs are erected and are on display no person shall park any vehicle on any road or any side roadway or a portion of a roadway, abutting a school property or playground.

11. NO PARKING OR DRIVING ON BOULEVARDS

No person shall drive or park any vehicle on any boulevard within the Township of North Huron except for the purpose of directly crossing a boulevard at a driveway or other designated crossing.

12. REGULATIONS OF PARKING IN ALL PARKING LOTS OWNED AND OPERATED BY THE TOWNSHIP OF NORTH HURON

When authorized signs have been erected and are on display, no person shall at any time park a vehicle in a municipal parking lot owned and operated by the Township of North Huron between the hours of two a.m. to seven a.m., between the months of November 1<sup>st</sup>, to May 1<sup>st</sup>.

In addition to the penalties provided herein the Wingham Police Services or Huron O.P.P. or any other authorized Police/By-law officer may order the removal of any unlawfully parked vehicle to a suitable place of storage and all costs and charges for the removal, care and storage thereof shall be a lien on such vehicle. Any designated parking spots, shall be exempted from this section.

13. STOP AT RIGHT HAND CURB

The operator of a vehicle used for the purpose of delivering goods, wares or merchandise, or any other commodity shall stop their vehicle only at the right hand curb in the direction it is facing and shall not leave their vehicle standing in the street except at the said right hand curb.

14. OVER DESIGNATED TIME LIMITS

No person shall park a vehicle where traffic control signs to that effect are situate on any road at the side and between the limits set out respectively on Schedule “I” to this By-law for a longer period of time than that set out on the traffic control sign.

## **Part V - ENFORCEMENT AND PENALTY PROVISIONS**

### **1. ENFORCEMENT**

This By-law may be enforced by issuing tickets for regulating traffic and providing for voluntary payment for parking violations, pursuant to the procedure set out in Section 3(b) hereto, or under the provisions of the *Provincial Offences Act*, R.S.O. 1990, C.33.

### **2. REPORTING PROVISIONS**

Persons responsible for the enforcement of this By-law by issuing of tickets for regulating traffic and providing for voluntary payment for parking violations, shall report:

- (a) the number and location of each violation which indicates the vehicle or person violating any of the provisions of this By-law.
- (b) the complete permit number and any other identification tag marking, if any, of such vehicle.
- (c) the time during which such vehicle is in violation of any of the provisions of this By-law.
- (d) any other facts, the knowledge of which is necessary to a thorough understanding of the circumstances attending such violation. Persons responsible for enforcing this By-law pursuant to this paragraph shall also attach to such vehicle, or hand to the driver or operator of such vehicle or person, a serially-numbered notice that such vehicle or person has been in violation of any of the provisions of this By-law, and instruction to the driver or person regarding the making of payment.

### **3. PENALTIES**

#### **(a) GENERAL**

Subject to the penalty provisions contained in the *Highway Traffic Act*, which provisions shall take precedence over the matters contained in this By-law, any person who contravenes any of the provisions described above shall be guilty of an offence and upon conviction shall be subject to a fine as prescribed in the *Provincial Offences Act*, R.S.O. 1990, c. P.33, as amended.

#### **(b) EARLY VOLUNTARY PAYMENTS OF PENALTIES**

- (i) Notwithstanding any other provisions of this Part in respect to penalties for violation of the provisions of this By-law, any person may, upon presentation of a parking infraction notice issued by a Police Officer or a By-law Enforcement Officer alleging commission of any of the offences under this By-law set out in Schedule "R", pay out of Court within the time limit specified on the said parking infraction notice, the penalty set out opposite such offence as indicated in Schedule "R" to this By-law. Upon such payment no further proceedings shall be taken under this By-law in respect to the said alleged offence.
- (ii) If a voluntary payment is not made in accordance with the procedure provided in Subsection (b)(i) of this section, the procedures of the *Provincial Offences Act*, or any successors thereof, shall apply.



- (c) The owner and/or operator of a vehicle shall incur the penalties provided for any violation of this By-law or of any regulations thereunder unless at this time of such violation the vehicle was in the possession of some person other than the owner or his chauffeur without the owner's consent, and the driver of a motor vehicle not being the owner shall also incur the penalties provided for any violation of the terms of this By-law or the regulations thereunder.

4. TOWING - UNLAWFULLY PARKED VEHICLES

- (a) In addition to the penalties provided in this By-law the Wingham Police Services or Huron O.P.P. or By-law Enforcement Officer may order the removal of any unlawfully parked vehicle to a suitable place of storage and all costs and charges for the removal, care and storage thereof, if any, are the responsibility of the registered owner of the vehicle.
- (b) Any damage done to any vehicle moved or taken to and placed or stored in a suitable place as aforesaid shall be the sole responsibility of the owner of the said vehicle.
- (c) No liability for any damage shall attach to the municipality or to the operator or owner of any vehicle used to move a vehicle parked or standing in such a manner as to interfere with traffic or with the clearing of snow from the highway as aforesaid.

5. HIGHWAY TRAFFIC ACT

This By-law shall be subject to the provisions of the *Highway Traffic Act*, R.S.O. 1990, Chapter H.8 and all amendments and regulations thereto.

6. COURT RULING

When a court of competent jurisdiction declares any section or part of a section of this By-law invalid, the remainder of this By-law shall continue in force unless the court makes an order to the contrary.

**Part VI - ENACTMENT**

1. **REPEAL OF PREVIOUS BY-LAW**

Any or all other North Huron By-laws heretofore passed by the Township of North Huron and former Town of Wingham, Village of Blyth and Township of East Wawanosh inconsistent with the provisions of this By-law are hereby repealed.

2. **EFFECTIVE DATE**

This By-law shall come into force and take effect upon the day of its passing.

**READ A FIRST AND SECOND TIME** this 3<sup>rd</sup> day of July, 2012.

**READ A THIRD TIME AND FINALLY PASSED** this 3<sup>rd</sup> day of July, 2012.

CORPORATE SEAL

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Reeve Neil G. Vincent

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CAO/Clerk Gary Long

**SCHEDULE “A”**

**PARKING PROHIBITED**

<b>STREET</b>	<b>SIDE</b>	<b>BETWEEN</b>	<b>PROHIBITED TIMES/DAYS</b>
Alfred Street	South	Josephine Street and 15 metres East	Anytime
Alfred Street	North	Josephine Street and 50 m. East	Anytime
Carling Terrace	East	Victoria Street and John Street	Anytime
Carling Terrace	West	John Street and Patrick Street	Anytime
Catherine Street	East	John Street and Patrick Street	Anytime
Centre Street	West	John Street and Diagonal Road	Anytime
Cornyn Street	North	Carling Terrace East to the most Easterly Boundary of Conc 1, Part Lot 4 Sacred Heart School	Anytime
County Road 25	West	from County Road 4 North Side 70 metres	Anytime
County Road 25	East	from County Road 4 North Side 90 metre	Anytime
County Road 4	North	from County Road 25 West Side 190 metres	Anytime
County Road 4	North	from County Road 25 East Side 180 metres	Anytime
Edward Street	East	Behind Police Station	Anytime
Edward Street	East	John Street and 15 metres North	Anytime
Edward Street	East	Victoria Street and 15 metres North	Anytime
Edward Street	West	Patrick Street to John Street	Anytime
Edward Street	West	John Street to Victoria Street	Anytime
Frances Street	East	North of John Street for 85 metres	Anytime
Highland Drive	West	Charles Street to Elm Street	Anytime
John Street	North	Josephine Street and 25 metres West	Anytime
John Street	South	Josephine Street and William Street	Anytime
John Street	North	Josephine Street and William Street	Anytime
John Street	South	Josephine Street and Centre Street	Anytime
John Street	North	Josephine Street and Edward Street	Anytime
John Street	North	Edward Street and Minnie Street	Anytime
John Street	Both Sides	Summit Drive and East End	Anytime
John Street	North	Summit Drive and Josephine Street	Anytime

**SCHEDULE “A”  
(con’t)**

**PARKING PROHIBITED**

<b>STREET</b>	<b>SIDE</b>	<b>BETWEEN</b>	<b>PROHIBITED TIMES/DAYS</b>
John Street	South	Carling Terrace and 15 metres West	Anytime
John Street	South	Frances Street and Catherine Street	Anytime
Josephine Street	East	Patrick Street and 15 metres North	Anytime
Josephine Street	East	John Street and 25 metres North	Anytime
Josephine Street	East	John Street and 25 metres South	Anytime
Josephine Street	East	David Street and Highway #86	Anytime
Josephine Street	West	John Street and 25 metres North	Anytime
Josephine Street	West	John Street and 25 metres South	Anytime
Josephine Street	West	Victoria Street and 25 metres North	Anytime
Josephine Street	West	Victoria Street and 25 metres South	Anytime
Josephine Street	West	Alfred Street and 15 metres North	Anytime
Josephine Street	West	Patrick Street and 15 metres North	Anytime
Josephine Street	West	Patrick Street and 15 metres South	Anytime
Josephine Street	East	Patrick Street and 15 metres South	Anytime
Josephine Street	West	Scott Street and 15 metres North	Anytime
Josephine Street	West	Scott Street and Highway 86	Anytime
Josephine Street	West	Space Directly North of Entrance to 350 Josephine Street	Anytime
Kerr Drive	East	Amberley Road to David Street	Anytime
Mill Street	East	Dinsley Street and 15 metres North	Anytime
Minnie Street	North	Water Street and Railroad Bridge	Anytime
Park Drive	South	Josephine Street and Remington Drive	Anytime
Patrick Street	South	Josephine Street and Centre Street	Anytime
Patrick Street	North	Josephine Street and Centre Street	Anytime
Patrick Street	South	Edward Street and Josephine Street	Anytime
Patrick Street	North	Josephine Street and 30 metres West	Anytime

**SCHEDULE “A”  
(con’t)**

**PARKING PROHIBITED**

<b>STREET</b>	<b>SIDE</b>	<b>BETWEEN</b>	<b>PROHIBITED TIMES/DAYS</b>
Scott Street	North	Josephine Street and Victoria Street	Anytime
Queen Street	East	Wellington Street and 15 metres North	Anytime
Queen Street	West	Wellington Street and 15 metres North	Anytime
Queen Street	East	King Street and 24 metres North	Anytime
Queen Street	West	King Street and 20 metres North	Anytime
Queen Street	East	Drummond Street and 16 metres North	Anytime
Queen Street	West	Drummond Street and 16 metres North	Anytime
Queen Street	East	Drummond Street and 15 metres South	Anytime
Queen Street	West	Drummond Street and 18 metres South	Anytime
Queen Street	East	Dinsley Street and 15 metres North	Anytime
Queen Street	West	Dinsley Street and 15 metres North	Anytime
Queen Street	East	Dinsley Street and 15 metres South	Anytime
Queen Street	West	Dinsley Street and 15 metres South	Anytime
Queen Street	East	Westmoreland Street and 15 metres South	Anytime
Queen Street	West	Westmoreland Street and 16 metres South	Anytime
Summit Drive	West	Patrick Street and John Street	Anytime
Summit Drive	East	John Street and 15 metres North	Anytime
Victoria Street	North	Josephine Street and 15 metres West	Anytime
Victoria Street	South	Josephine Street and Scott Street	Anytime
Victoria Street	South	Josephine Street and Diagonal Road	Anytime
Victoria Street	North	Josephine Street and Diagonal Road	Anytime
Victoria Street	North	Carling Terrace and Madill Drive	Anytime
Victoria Street	North	William Street to Arthur Street Extension (east limit of Trailer Park)	Anytime
Victoria Street	South	Carling Terrace and 15 metres East	Anytime
Victoria Street	South	F. E. Madill Secondary School Property and 30 metres West of School Property	Anytime
Veterans Road	East	From Josephine Street 65 metres South	Anytime

**SCHEDULE "B"**

**NO STOPPING OR STANDING ZONES**

<b>STREET</b>	<b>SIDE</b>	<b>BETWEEN</b>	<b>PROHIBITED TIMES/DAYS</b>
Josephine Street	West Side	Victoria Street and 10 metres North	Anytime
Frances Street	East Side	John Street north along Wingham Public School property	Anytime

**SCHEDULE "C"**

**ALL WAY STOPS**

Alfred Street. W.	at	Minnie Street
Angus Street	at	Charles Street
Dinsley Street	at	Morris Street
Drummond Street	at	Mill Street
Frances Street	at	John Street E.
Frances Street	at	Victoria Street E.
John Street W.	at	Leopold Street
John Street W.	at	Minnie Street
King Street	at	Mill Street
Leopold Street	at	Victoria Street W.
Minnie Street	at	Patrick Street W.
Minnie Street	at	Victoria Street W.
Park Drive	at	Remington Drive
Scott Street	at	Victoria Street W.

**SCHEDULE "D"**  
**SCHOOL BUS LOADING ZONES**

<b>STREET</b>	<b>AT</b>	<b>PROHIBITED TIMES/DAY</b>
John Street	Wingham Public School  Directly in front of entrance as signed.	Anytime
Frances Street	Wingham Public School  North of John Street for 100 metres	Anytime
Cornyn Street	Sacred Heart Public School  Directly in front of entrance as signed.	Anytime
King Street	Blyth Public School  Directly in front of entrance as signed. East end of King Street at Morris Street – NE side.	Anytime



**SCHEDULE "E"**

**SPEED ZONES ON STREETS, AVENUES, AND PARK AREAS**  
**IN THE TOWNSHIP OF NORTH HURON**

The speed limit for all Urban Streets and Avenues in the Township of North Huron is 50 km per hour, with the following exceptions:

<b>STREET</b>	<b>BETWEEN</b>	<b>SPEED LIMIT</b>
Carling Terrace	Diagonal Road to Victoria Street	40 km per hour
Minnie Street	Alfred Street to Patrick Street	30 km per hour

## **SCHEDULE "F"**

### **PARKING FOR THE PHYSICALLY CHALLENGED**

A designated parking space must be identified with a sign or signs bearing the markings and having the dimensions as illustrated below, erected to conform with the requirement of the Ministry when on a highway, and erected so the bottom edge of the sign is between 1.2 m and 3 m above the level of the parking lot surface on private properties and in municipal off street facilities.

The sign must be erected, to define the limits of “Designated Parking Space”.

All signage must conform to the most recent M.T.O. specifications.

The municipality may choose to paint the designated parking spaces blue to better define the area.

239 Josephine Street	One Parking Space East Side of Josephine Street First Parking Space North of John Street
355 Josephine Street	Two Parking Spaces at South Side of Main Entrance
Alice Munro Public Library – 281 Edward Street	Three Parking Spaces at West Side of Building
Bargain Shop - 341 Josephine Street	One Parking Space at North Side of Building
Belgrave Community Centre – 12 Queen Street	One Parking Space in Rear Parking Lot Adjacent to Side Entrance and Three Parking Spaces West Side of London Road East of Building
Blyth & District Community Centre – 377 Gypsy Ln.	Two Parking Spaces North of Main Entrance
Blyth Festival – 423 Queen Street	One Parking Space West Side of London Road Front of Building
Blyth United Church – 442 Mill Street	Two Parking Spaces on North Side of Building At South Side of Entrance
Canadian Imperial Bank of Commerce – Blyth 442 Queen Street	One Parking Space at North Side of Building
Canadian Imperial Bank of Commerce – Wingham 14 Victoria Street East	One Parking Space at East Side of Building near Main Entrance and One Parking Space at West Side of Building near Main Entrance
CKNX – 215 Carling Terrace	One Parking Space East side of rear entrance in parking lot off of John Street
Dollar Stop – 87 Josephine Street	One Parking Space at South Side of Main Entrance
Europarts Canada – 39822 Belgrave Rd	One Parking Space at Front Entrance
F. E. Madill Secondary School – 231 Madill Drive	Two Parking Spaces in Front of Main Entrance
Jack Reavie Centre (Community Living) 153 John Street West	One Parking Space in Front of Building along William Street
Kentucky Fried Chicken (KFC) – 55 Josephine Street	One Parking Space East of Front Entrance
LCBO – 16 Albert Street West	One Parking Space at North Side of Main Entrance

## SCHEDULE "F" (con't)

### **PARKING FOR THE PHYSICALLY CHALLENGED**

Maitland River Community Church 414 Josephine Street	Two Parking Spaces on South Side of Building at Front Entrance
Maitland River Elementary School – 250 John St. East	Two Parking Spaces in Parking Lot on West Side of Main Entrance
M.W Simpson Ltd. – 152 Josephine Street	One Parking Space West of Rear Entrance
North Huron Wescast Community Complex	Six Parking Spaces in Parking Lot Southwest of Main Entrance.
North Huron Municipal Office – 274 Josephine Street	One Parking Space at Exit of Elevator at Southeast Corner of Building
Pandora's Pantry – 222 Josephine Street	One Parking Space West Side of Josephine Street First Parking Space South of John Street
Royal Canadian Legion 180 – Wingham 183 Victoria Street West	Two Parking Spaces West Side of Building One Parking Space East Side of Building
Royal Oaks Health & Wellness Centre – 131 John St.	Two Parking Spaces Lot A on Frances Street and Two Parking Spaces Lot B on Frances Street
Sacred Heart Roman Catholic Church	Ten Parking Spaces on West side of Carling Terrace directly in front of Church
Sacred Heart School – 225 Cornyn Street	Second Parking Space West of Main Entrance
St Andrew's Presbyterian Church – 281 Josephine St	One Parking Space at Rear of Church in Parking Lot off of Centre Street
Scrimgeour's Food Market – 209 Drummond Street	One Parking Space at Entrance on West Side of Building.
Stainton Hardware – 13-15 Josephine Street West	Two Parking Spaces on East Side of Parking Lot
TD Canada Trust – Wingham – 228 Josephine Street	First Parking Space in Parking Lot at Rear of Building
The Beer Store – 484 Josephine Street	One Parking Space Right of Front Entrance
The Co-Operators – 12 North Street West	One Parking Spot South East of Front Entrance
Trinity Anglican Church – 166 Dinsley Street	One Parking Space Left of Walkway at Main Entrance on South Side of Building
Valu Mart Plaza – 55 Josephine Street	Two Parking Spaces Adjacent to Valu Mart Entrance
Veterans Road	One Parking Space on West Side South of Josephine Street
Wescast Industries Inc.     - 100 Water Street - 200 Water Street	One Parking Spaces at Main Entrance Two Parking Spaces at West Side of Main Entrance

**SCHEDULE "F"**  
**(con't)**

**PARKING FOR THE PHYSICALLY CHALLENGED**

Wingham Bible Church – 177 Boland Street	One Parking Space on West Side of Building at Main Entrance
Wingham Chiropractic Centre – 3 Patrick St. West	One Parking Space West of Main Entrance
Wingham & District Hospital – 270 Carling Terrace	Two Parking Spaces in Public Parking Lot Corner of John Street and Carling Terrace and Two Parking Spaces in Public Parking Lot off of Catherine Street
Wingham Foodland – 100 David Street	Two Parking Spaces at South Side of Entrance One Parking Space at North Side of Entrance
Wingham United Church- 217 Minnie Street	Two Parking Spaces in Parking Lot on South Side of Church

**SCHEDULE "G"**  
**ONE-WAY STREETS**

<b>STREET</b>	<b>BETWEEN</b>
Veterans Road	Josephine Street to Victoria Street
Madill Drive	Victoria Street to John Street

**SCHEDULE "H"**

**PEDESTRIAN CROSSWALKS & SCHOOL CROSSINGS**

**Pedestrian Crosswalks**

Josephine Street	at	Victoria Street
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**School Crossings**

Catherine Street	at	Cornyn Street
Carling Terrace	at	Cornyn Street
John Street E	at	Frances Street
Diagonal Road	at	Frances Street
Patrick Street E	at	Frances Street
Victoria Street E.	at	Catherine Street
Victoria Street E.	at	Frances Street

**SCHEDULE "I"**

**TWO-HOUR MAXIMUM PARKING**

**9:00 a.m. to 6:00 p.m.  
Monday to Saturday inclusive**

<b>STREET</b>	<b>BETWEEN</b>	<b>LOCATION</b>
Josephine Street	Amberley Road (Highway #86) to North Street/B Line Road	Both Sides
Queen Street	North Street to Blyth Road 25	Both Sides

## **SCHEDULE “J”**

### **FIRE ROUTES**

Fire Routes shall be in roadways, driveways, lanes and private roadways, where posted to that effect, at the following locations:

- a) North Huron Municipal Office - North and West Sides
- b) Wingham & District Hospital - Driveways and Entrances
- c) North Huron Westcast Community Complex - Entrances
- d) Blyth & District Community Centre – north driveway westerly to the northwest corner of the Centre thence southerly along the west side of the Centre to the southwest corner then proceeding easterly to the exit at the south driveway.
- e) Belgrave Community Centre – Entrances
- f) Valu Mart Plaza – 55 Josephine Street – West Side of Building
- g) F. E. Madill Secondary School – Madill Drive – Victoria Street to John Street
- i) All privately owned property within the Township of North Huron which is subject to a “Site Plan Agreement” requiring a “Fire Route”.



## SCHEDULE “K”

### STOP SIGN LOCATIONS

NO.	STREET	AT	LOCATION
1.	Albert Street E.	Shuter Street	SW corner
2.	Albert Street W.	Minnie Street	SE corner
3.	Alfred Street W.	Minnie Street	NE corner    all ways
4.	Alfred Street W.	Minnie Street	SW corner    all ways
5.	Alice Street	Albert Street E.	NW corner
6.	Alice Street	Albert Street E.	SE corner
7.	Alice Street	Charles Street	NW corner
8.	Alice Street	Charles Street	SE corner
9.	Angus Street	Charles Street	NW corner    all ways
10.	Angus Street	Park Drive	SE corner
11.	Ann Street	Dinsley Street	NW corner
12.	Arthur Street	North Street W.	SE corner
13.	Beecroft Line	Belfast Road	NW corner
14.	Beecroft Line	Belfast Road	SE corner
15.	Belgrave Road	London Road	
16.	Blyth Road	London Road	
17.	Boland Street	Carling Terrace	NE corner
18.	Boland Street	Carling Terrace	SW corner
19.	Boland Street	Frances Street	NE corner
20.	Bristol Terrace	Cedar Street	NE corner
21.	Carling Terrace	Charles Street	SE corner
22.	Carling Terrace	Diagonal Road	NW corner
23.	Carling Terrace	Diagonal Road	NNW corner
24.	Carling Terrace	Elm Street	NW corner
25.	Carling Terrace	Elm Street	SE corner
26.	Carling Terrace	James Ct.	SE corner
27.	Carling Terrace	James Street	NW corner
28.	Carling Terrace	John Street E.	NW corner
29.	Carling Terrace	John Street E.	SE corner
30.	Carling Terrace	Patrick Street E.	NW corner
31.	Carling Terrace	Patrick Street E.	SE corner
32.	Carling Terrace	Victoria Street E.	NW corner
33.	Carling Terrace	Victoria Street E.	SE corner
34.	Carling Terrace	Diagonal Road	(1 ) NW corner
35.	Carling Terrace	Diagonal Road	(2 ) NW corner

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

<b>NO.</b>	<b>STREET</b>	<b>AT</b>	<b>LOCATION</b>
36.	Catherine Street	Boland Street	NW corner
37.	Catherine Street	Boland Street	SE corner
38.	Catherine Street	Diagonal Road	NW corner
39.	Catherine Street	James Street	SE corner
40.	Catherine Street	John Street E.	NW corner
41.	Catherine Street	John Street E.	SE corner
42.	Catherine Street	Patrick Street E.	NW corner
43.	Catherine Street	Patrick Street E.	SE corner
44.	Catherine Street	Victoria Street E.	NW corner
45.	Catherine Street	Victoria Street E.	SE corner
46.	Cedar Street	North Street W.	SE corner
47.	Centre Street	Alfred Street E.	SE corner
48.	Centre Street	John Street E.	NW corner
49.	Centre Street	John Street E.	SE corner
50.	Centre Street	Maple Street	NW corner
51.	Centre Street	Maple Street	SE corner
52.	Centre Street	Patrick Street E.	NW corner
53.	Centre Street	Patrick Street E.	SE corner
54.	Centre Street	Veterans Road	NW corner
55.	Charles Street	Angus Street	NE corner
56.	Charles Street	Angus Street	SW corner
57.	Coombs Street	Dinsley Street	NW corner
58.	Coombs Street	Drummond Street	SE corner
59.	Cornyn Street	Carling Terrace	NE corner
60.	Cornyn Street	Carling Terrace	SW corner
61.	Cornyn Street	Catherine Street	NE corner
62.	Cornyn St	Catherine Street	SW corner
63.	Cornyn Street	Diagonal Road	NE corner
64.	Crawford Street	Lloyd Street	NW corner
65.	Crawford Street	Lloyd Street	SE corner
66.	Currie Line	Belfast Road	NW corner
67.	Currie Line	Belfast Road	SE corner
68.	Currie Line	Moncrieff Road	NW corner
69.	Currie Line	Moncrieff Road	SE corner
70.	Currie Line	Nature Centre Road	NW corner

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

<b>NO.</b>	<b>STREET</b>	<b>AT</b>	<b>LOCATION</b>	
71.	Currie Line	Nature Centre Road	SE corner	
72.	Currie Line	Reid Road	NW corner	
73.	Currie Line	Reid Road	SE corner	
74.	Currie Line	Westfield Road	NW corner	
75.	Currie Line	Westfield Road	SE corner	
76.	Diagonal Road	Diagonal Road	NE corner	
77.	Diagonal Road	Victoria Street E.	SE corner	
78.	Dinsley Street	Gypsy Lane	NE corner	
79.	Dinsley Street	Gypsy Lane	SW corner	
80.	Dinsley Street	Morris Street	NE corner	3 ways
81.	Dinsley Street	Morris Street	SW corner	3 ways
82.	Drummond Street	Gypsy Lane	NE corner	
83.	Drummond Street	Mill Street	NE corner	all ways
84.	Drummond Street	Mill Street	SW corner	all ways
85.	Edward Street	Alfred Street W.	SE corner	
86.	Edward Street	John Street W.	NW corner	
87.	Edward Street	John Street W.	SE corner	
88.	Edward Street	Patrick Street W	NW corner	
89.	Edward Street	Patrick Street W.	SE corner	
90.	Edward Street	Victoria Street W.	NW corner	
91.	Elm Street	Carling Terrace	NE corner	
92.	Farley Lane	David Street	NW corner	
93.	Farley Lane	Veterans Road	SE corner	
94.	Farley Lane	Victoria Street E.	NW corner	
95.	Farley Lane	Victoria Street E.	SE corner	
96.	Frances Street	Diagonal Road	NW corner	
97.	Frances Street	John Street E.	NW corner	all ways
98.	Frances Street	John Street E.	SE corner	all ways
99.	Frances Street	Patrick Street E.	NW corner	3 ways
100.	Frances Street	Patrick Street E.	SE corner	3 ways
101.	Frances Street	Victoria Street E.	NW corner	all ways
102.	Frances Street	Victoria Street E.	SE corner	all ways
103.	Glen Road	Park Drive	SE corner	
104.	Grandview Road	Charles Street	SE corner	
105.	Hamilton Street	Morris Street	NE corner	

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

<b>NO.</b>	<b>STREET</b>	<b>AT</b>	<b>LOCATION</b>	
106.	Hamilton Street	Morris Street	SW corner	
107.	Hoover Line	Moncrieff Road	NW corner	
108.	Hoover Line	Moncrieff Road	SE corner	
109.	Hoover Line	Westfield Road	NW corner	
110.	Hoover Line	Westfield Road	SE corner	
111.	John Street E.	Frances Street	SW corner	all ways
112.	John Street W.	Leopold Street	NE corner	all ways
113.	John Street W.	Leopold Street	SW corner	all ways
114.	John Street W.	Minnie Street	NE corner	all ways
115.	John Street W.	Minnie Street	SW corner	all ways
116.	Junction Pl.	Shuter Street	NE corner	
117.	Kerr Drive	David Street	SE corner	
118.	King Street	Gypsy Lane	NE corner	
119.	King Street	Mill Street	NE corner	all ways
120.	King Street	Mill Street	SW corner	all ways
121.	King Street	Morris Street	NE corner	
122.	King Street	Morris Street	SW corner	
123.	Leopold Street	John Street W.	NW corner	all ways
124.	Leopold Street	John Street W.	SE corner	all ways
125.	Leopold Street	Patrick Street W.	NW corner	
126.	Leopold Street	Patrick Street W.	SE corner	
127.	Leopold Street	Victoria Street W.	NW corner	all ways
128.	Madill Drive	John Street E.	SE corner	
129.	Maple Street	Shuter Street	SW corner	
130.	Marnoch Line	Belfast Road	NW corner	
131.	Marnoch Line	Belfast Road	SE corner	
132.	Marnoch Line	Moncrieff Road	NW corner	
133.	Marnoch Line	Moncrieff Road	SE corner	
134.	Marnoch Line	Nature Centre Road	NW corner	
135.	Marnoch Line	Nature Centre Road	SE corner	
136.	Marnoch Line	Reid Road	NW corner	
137.	Marnoch Line	Reid Road	SE corner	
138.	Marnoch Line	Westfield Road	NW corner	
139.	Marnoch Line	Westfield Road	SE corner	
140.	Martha Street	B Line Road	SE corner	

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

<b>NO.</b>	<b>STREET</b>	<b>AT</b>	<b>LOCATION</b>	
141.	McClinchey Road	Hoover Line	NE corner	
142.	McConnell Street	Morris Street	NW corner	
143.	McConnell Street	Morris Street	SE corner	
144.	Mill Street	Dinsley Street	NW corner	
145.	Mill Street	Dinsley Street	SE corner	
146.	Mill Street	Drummond Street	NW corner	all ways
147.	Mill Street	Drummond Street	SE corner	all ways
148.	Mill Street	King Street	NW corner	all ways
149.	Mill Street	King Street	SE corner	all ways
150.	Mill Street	McConnell Street	NW corner	
151.	Mill Street	Wellington Street	NW corner	
152.	Mill Street	Wellington Street	SE corner	
153.	Minnie Street	Alfred Street W.	NW corner	all ways
154.	Minnie Street	Alfred Street W.	SE corner	all ways
155.	Minnie Street	John Street W.	NW corner	all ways
156.	Minnie Street	John Street W.	SE corner	all ways
157.	Minnie Street	Patrick Street W.	NW corner	all ways
158.	Minnie Street	Patrick Street W.	SE corner	all ways
159.	Minnie Street	Victoria Street W.	NW corner	all ways
160.	Morris Street	Dinsley Street	NE corner	3 ways
161.	Oak Street	Cedar Street	NE corner	
162.	Park Drive	Charles Street	NW corner	
163.	Park Drive	Remington Drive	NE corner	all ways
164.	Park Drive	Remington Drive	SW corner	all ways
165.	Patrick Street E.	Frances Street	NE corner	3 ways
166.	Patrick Street W.	Minnie Street	NE corner	all ways
167.	Patrick Street W.	Minnie Street	SW corner	all ways
168.	Pine Street	North Street W.	SE corner	
169.	Queen Street	Donnybrook Line	NE corner	
170.	Remington Drive	Charles Street	NW corner	
171.	Remington Drive	Park Drive	SE corner	all ways
172.	Scott Line	Belfast Road	NW corner	
173.	Scott Line	Belfast Road	SE corner	
174.	Scott Line	Moncrieff Road	NW corner	
175.	Scott Line	Moncrieff Road	SE corner	

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

NO.	STREET	AT	LOCATION	
176.	Scott Line	Nature Centre Road	NW corner	
177.	Scott Line	Nature Centre Road	SE corner	
178.	Scott Line	Reid Road	NW corner	
179.	Scott Line	Reid Road	SE corner	
180.	Scott Line	Westfield Road	NW corner	
181.	Scott Line	Westfield Road	SE corner	
182.	Scott Street	Victoria Street W.	SE corner	all ways
183.	Shuter Street	Alfred Street E.	NW corner	
184.	Shuter Street	Alfred Street E.	SE corner	
185.	Shuter Street	Charles Street	NW corner	
186.	Shuter Street	Charles Street	SE corner	
187.	Shuter Street	Diagonal Road	NW corner	
188.	Shuter Street	John Street E.	NW corner	
189.	Shuter Street	John Street E.	SE corner	
190.	Shuter Street	Park Drive	SE corner	
191.	Shuter Street	Patrick Street E.	NW corner	
192.	Shuter Street	Patrick Street E.	SE corner	
193.	Shuter Street	Victoria Street E.	NW corner	
194.	Shuter Street	Victoria Street E.	SE corner	
195.	Summit Drive	John Street E.	NW corner	
196.	Sunset Crescent	Shuter Street	NE corner	
197.	Veterans Road	Victoria Street E.	NE corner	
198.	Veterans Road	Victoria Street E.	NW corner	
199.	Victoria Street E.	Frances Street	NE corner	all ways
200.	Victoria Street E.	Frances Street	SW corner	all ways
201.	Victoria Street W.	Minnie Street	NE corner	all ways
202.	Victoria Street W.	Leopold Street	NE corner	all ways
203.	Victoria Street W.	Leopold Street	SW corner	all ways
204.	Victoria Street W.	Scott Street	SW corner	all ways
205.	Water Street	Arthur Street	NE corner	
206.	Water Street	Cedar Street	SW corner	
207.	Wellington Street	Gypsy Lane	NE corner	
208.	Wellington Street	Morris Street	NE corner	
209.	Wellington Street	Morris Street	SW corner	
210.	William Street	John Street W.	NW corner	

**SCHEDULE “K”  
(con’t)**

**STOP SIGN LOCATIONS**

NO.	STREET	AT	LOCATION
211.	William Street	John Street W.	SE corner
212.	William Street	Victoria Street W.	NW corner
213.	York Lane	John Street W.	NW corner
214.	York Lane	John Street W.	SE corner
215.	York Lane	Patrick Street W.	SE corner

**SCHEDULE “L”**

**COMMUNITY SAFETY ZONES**

Community Safety Zones – 24 Hours a Day  
January 1<sup>st</sup> – December 31<sup>st</sup> inclusive

As per By-law No. 98-2017 passed November 6, 2017 the Speed Limits in Community Safety Zones in the areas in North Huron shall be established at 30 km/hr

NO.	STREET	BETWEEN	DISTANCE
1.	Diagonal Rd	Victoria Street E. to Carling Terrace	500 meters
2.	Carling Terrace	Victoria Street E. to Diagonal Road	350 meters
3.	John Street E.	Frances Street to East End of John Street	616 meters
4.	Summit Drive	John Street North to Patrick Street	180 meters
5.	John Street/William Street/Patrick Street	John Street – from William Street South - westerly to William Street North William Street – from John Street - northerly to Patrick Street Patrick Street – from William Street - easterly to Leopold Street	
6.	Gypsy Lane	Blyth Road to Wellington Street	428 meters
7.	Wellington Street	Queen Street to Gypsy Lane	50 meters



SCHEDULE “M”

YIELD SIGN LOCATIONS

NO.	STREET	AT	LOCATION
1.	Alice Street	Park Drive	NE corner
2.	Diagonal Road	Carling Terrace	SW corner
3.	Elizabeth Street	Goderich Street	NW corner
4.	James Street	Queen Street	NW corner
5.	Johnston Crescent	Jordan Drive	NE corner
6.	Jordan Drive	Owen Street	NW corner
7.	Jordan Crescent	Owen Street	SE corner
8.	Maitland Court	Charles Street	NW corner
9.	Patrick Street	Summit Drive	SW corner
10.	Queen Street	Elizabeth Street	SW corner

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART I– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> SET FINE
1.	Failing to obtain a permit to participate in a parade	Part II s.11	\$85.00
2.	Failing to obtain a permit to participate in a procession	Part II s.11	\$85.00
3.	Throwing/depositing/causing to be deposited snow obstruct highway	Part II s.1	\$85.00
4.	Throwing/depositing/causing to be deposited snow obstruct sidewalk	Part III s.1	\$85.00
5.	Throwing/depositing/causing to be deposited ice obstruct highway	Part III s.1	\$85.00
6.	Throwing/depositing/causing to be deposited ice obstruct sidewalk	Part III s.1	\$85.00
7.	Throwing/depositing/causing to be deposited mud obstruct highway	Part III s.1	\$85.00
8.	Throwing/depositing/causing to be deposited mud obstruct sidewalk	Part III s.1	\$85.00
9.	Driving over unprotected hose of the Fire Department	Part III s.2	\$500.00
10.	Failing to cross at a pedestrian crossover	Part III s.3(a)	\$85.00
11.	Failing to yield the right of way to a vehicle	Part III s.3(b)	\$105.00
12.	Proceeding over or under a barrier permanently installed at a safety zone	Part III s.4	\$105.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART I– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> SET FINE
13.	Proceeding over or under a barrier permanently installed on a sidewalk	Part III s.4	\$105.00
14.	Obstructing flow of traffic on a roadway	Part III s.5	\$85.00
15.	Leaving a bicycle unattended upon roadway	Part III s.6(a)	\$55.00
16.	Leaving a bicycle as to obstruct sidewalk	Part III s.6(b)	\$55.00
17.	Leaving a bicycle as to obstruct footpath	Part III s.6(b)	\$55.00
18.	Riding a bicycle as to obstruct sidewalk	Part III s.6(b)	\$55.00
19.	Riding a bicycle as to obstruct footpath	Part III s.6(b)	\$55.00
20.	Failing to operate a bicycle at a reasonable and prudent speed	Part III s.6(c)	\$55.00
21.	Failing to operate a bicycle in a safe manner	Part III s.6(c)	\$55.00
22.	Drawing/hauling/driving/propelling/using a vehicle over or along boulevard	Part III s.8	\$105.00
23.	Drawing/hauling/driving/propelling/using a vehicle over or along sidewalk	Part III s.8	\$105.00
24.	Drawing/hauling/driving/propelling/using a vehicle over or along pathway	Part III s.8	\$105.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART I– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> SET FINE
25.	Drawing/hauling/driving/propelling/using a vehicle over or along footpath	Part III s.8	\$105.00
26.	Drawing/hauling/driving/propelling/using a vehicle over or along footbridge	Part III s.8	\$105.00
27.	Operating motorized snow vehicle between 11:00 p.m. and 7:00 a.m	Part III s.10(c)	\$105.00
28.	Operating motorized snow vehicle within block of Wingham & District Hospital	Part III s.10(d)	\$105.00
29.	Operating a motorized snow vehicle on Josephine Street or Queen Street	Part III s.10(e)	\$105.00
30.	Riding skateboard on sidewalk along Josephine Street or Queen Street	Part III s.11(a)	\$105.00
31.	Riding skateboard on municipal parking lots	Part III s.11(b)	\$105.00
32.	Driving vehicle between vehicles comprising of a funeral or other procession	Part III s.12	\$105.00
33.	Operating off-road vehicle in municipally owned/cared for park	Part IV s.5(b)	\$105.00
34.	Operating off-road vehicle on municipally owned property	Part IV s.5(b)	\$105.00

**NOTE:** The penalty provision for the offences indicated above is Part V s.3 of By-law No. 39-2012, a certified copy of which has been filed

**SCHEDULE “R”**

**THE TOWNSHIP OF NORTH HURON  
BY-LAW NO. 39-2012  
REGULATION AND CONTROL OF TRAFFIC**

**PART II– PROVINCIAL OFFENCES ACT**

<b><u>ITEM</u></b>	<b><u>COLUMN 1</u> SHORT FORM WORDING</b>	<b><u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE</b>	<b><u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS</b>	<b><u>COLUMN 4</u> SET FINE</b>
1.	Parking in designated physically challenged person’s parking space without a valid permit.	Part II s.9(h)	\$300.00	\$400.00
2.	Parking in designated physically challenged space without a properly displayed permit.	Part II s.9(h)	\$50.00	\$55.00
3.	Parking on a bridge	Part II s.9(a)	\$50.00	\$55.00
4.	Parking on an approach to a bridge	Part II s.9(a)	\$50.00	\$55.00
5.	Parking as to obstruct traffic	Part II s.9(b)	\$50.00	\$55.00
6.	Parking as to prevent the removal of a vehicle parked or standing	Part II s.9(c)	\$50.00	\$55.00
7.	Parking in a designated fire route	Part II s.9(d)	\$50.00	\$55.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART II- PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
8.	Parking in front of a public driveway or opposite thereto	Part II s.9(e)	\$50.00	\$55.00
9.	Parking in front of a private driveway or opposite thereto	Part II s.9(e)	\$50.00	\$55.00
10.	Parking in an area indicated by “No Parking Between Signs”	Part II s.9(f)	\$50.00	\$55.00
11.	Parking in an area indicated by “No Parking Here to Corner”	Part II s.9(g)	\$50.00	\$55.00
12.	Parking in front of the entrances to the Wingham & District Hospital	Part II s.9(i)	\$50.00	\$55.00
13.	Parking within eight meters of a Fire Hall	Part II s.9(j)	\$50.00	\$55.00
14.	Parking on the roadway surrounding the Wingham Cenotaph on Veterans Road	Part II s.9(k)	\$50.00	\$55.00
15.	Parking on roadway in excess of 6 hours	Part II s.9(l)	\$50.00	\$55.00
16.	Parking on street right-of-way in excess of 6 hours	Part II s.9(l)	\$50.00	\$55.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART II- PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
17.	Parking on a sidewalk	Part II s.9(m)	\$50.00	\$55.00
18.	Parking within four meters of a fire hydrant	Part II s.9(n)	\$50.00	\$55.00
19.	Parking on a crosswalk	Part II s.9(o)	\$50.00	\$55.00
20.	Parking on a pedestrian crossover	Part II s.9(o)	\$50.00	\$55.00
21.	Park/stand vehicle on highway to display for sale	Part III s.9(a)	\$50.00	\$55.00
22.	Park/stand vehicle on a highway to wash	Part III s.9(b)	\$50.00	\$55.00
23.	Park/stand vehicle on a highway to grease	Part III s.9(b)	\$50.00	\$55.00
24.	Park/stand vehicle on a highway to repair	Part III s.9(b)	\$50.00	\$55.00
25.	Park/stand vehicle allowing discharge onto highway	Part III s.9(c)	\$50.00	\$55.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART II– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
26.	Park/stand vehicle on roadway for promotion or advertising	Part III s.9(d)	\$50.00	\$55.00
27.	Park/stop more than thirty centimetres from edge of roadway on a two-way street	Part IV s.1	\$50.00	\$55.00
28.	Park/stop over sidewalk	Part IV s.1	\$50.00	\$55.00
29.	Park/stop over footpath	Part IV s.1	\$50.00	\$55.00
30.	Park/stop over highway where grass has grown	Part IV s.1	\$50.00	\$55.00
31.	Park/stop over highway not intended for vehicle use	Part IV s.1	\$50.00	\$55.00
32.	Failing to park/stop on the right hand side of a two-way street	Part IV s.1	\$50.00	\$55.00
33.	Failing to park on designated side of one way street	Part IV s.2	\$50.00	\$55.00
34.	Parking more than 30 centimetres from the edge of roadway on a one-way street	Part IV s.2	\$50.00	\$55.00



## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART II– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
35.	Parking outside of designated parking space	Part IV s.3	\$50.00	\$55.00
36.	Parking outside of angle/parallel designated parking space	Part IV s.3	\$50.00	\$55.00
37.	Failing to park motorcycle at a forty-five degree angle to the curb	Part IV s.4	\$50.00	\$55.00
38.	Parking motorcycle more than 30 centimetres from the curb	Part IV s.4	\$50.00	\$55.00
39.	Parking motorcycle outside of a designated parking space	Part IV s.4	\$50.00	\$55.00
40.	Failing to park motorcycle in the direction of traffic flow	Part IV s.4	\$50.00	\$55.00
41.	Parking on roadway at the location and time contrary to sign.	Part IV s.6	\$50.00	\$55.00
42.	Parking in designated loading zone	Part IV s.7(a)	\$50.00	\$55.00
43.	Parking commercial loading zone	Part IV s.7(b)	\$50.00	\$55.00

## SCHEDULE “R”

### THE TOWNSHIP OF NORTH HURON BY-LAW NO. 39-2012 REGULATION AND CONTROL OF TRAFFIC

#### PART II– PROVINCIAL OFFENCES ACT

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
44.	Parking vehicle on street between 2:00 a.m. and 7:00 a.m. – November 1 <sup>st</sup> to May 1 <sup>st</sup>	Part IV s.9	\$50.00	\$55.00
45.	Parking vehicle in a municipal parking lot between 2:00 a.m. and 7:00 a.m. November 1 <sup>st</sup> to May 1 <sup>st</sup> .	Part IV s.9	\$50.00	\$55.00
46.	Parking vehicle on road/roadway/side roadway/portion of roadway abutting a school.	Part IV s.10	\$50.00	\$55.00
47.	Parking vehicle on any road/roadway/side roadway/portion of roadway abutting a playground.	Part IV s.10	\$50.00	\$55.00
48.	Parking on a boulevard	Part IV s.11	\$50.00	\$55.00
49.	Parking in a municipally owned/operated parking lot between 2:00 a.m. and 7:00 a.m.	Part IV s.12	\$50.00	\$55.00
50 .	Failing to stop delivery vehicle at the right hand side of curb	Part IV s.13	\$50.00	\$55.00
51.	Parking over designated time limit	Part IV s.14	\$50.00	\$55.00

**SCHEDULE “R”**

**THE TOWNSHIP OF NORTH HURON  
BY-LAW NO. 39-2012  
REGULATION AND CONTROL OF TRAFFIC**

**PART II– PROVINCIAL OFFENCES ACT**

<u>ITEM</u>	<u>COLUMN 1</u> SHORT FORM WORDING	<u>COLUMN 2</u> PROVISION CREATING OR DEFINING OFFENCE	<u>COLUMN 3</u> EARLY VOLUNTARY PAYMENT PAYABLE WITHIN 7 DAYS	<u>COLUMN 4</u> SET FINE
52.	Stopping/standing vehicle on roadway contrary to sign	Part IV s.8	\$50.00	\$55.00
53.	Stopping/standing vehicle on public laneway contrary to sign	Part IV s.8	\$50.00	\$55.00

**NOTE:**     **The penalty provision for the offences indicated above is Part V s.3 of By-law No. 39-2012, a certified copy of which has been filed.**

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
BY-LAW NO. 64-2018**

**BEING A BY-LAW TO APPOINT A  
CHIEF ADMINISTRATIVE OFFICER/CLERK  
FOR THE TOWNSHIP OF NORTH HURON**

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**WHEREAS** *Section 229 of the Municipal Act, 2001, c. 25* as amended provides that a municipality may appoint a Chief Administrative Officer who shall be responsible for,

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

**AND WHEREAS** *Section 228 (1) of the Municipal Act, 2001, c.25*, as amended, provides that a municipality may appoint a Clerk; and

**AND WHEREAS** the Council of the Township of North Huron deems it expedient to appoint a CAO/Clerk;

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

1. That By-law No. 70-2017 being a by-law to appoint a Clerk/Manager of IT for the Township of North Huron be hereby rescinded effective July 13, 2018.
2. That By-law No. 73-2017 being a by-law to appoint a Chief Administrative Officer/Deputy Clerk for the Township of North Huron be hereby rescinded effective July 13, 2018.
3. That the Council of the Corporation of the Township of North Huron hereby appoints Dwayne Evans as Chief Administrative Officer/Clerk.
4. That this appointment shall come into force and take effect on July 13, 2018 upon the passing thereof.

READ A FIRST AND SECOND TIME, this 9<sup>th</sup> day of July, 2018.

READ A THIRD AND FINAL TIME AND PASSED, this 9<sup>th</sup> day of July, 2018.

Corporate Seal

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Neil Vincent, Reeve

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Richard Al, Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON  
BY-LAW NO. 65-2018**

**A BY-LAW TO APPOINT A DEPUTY CLERK  
FOR THE TOWNSHIP OF NORTH HURON**

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**WHEREAS** *Section 228 (1) of the Municipal Act, 2001, c. 25* as amended provides that a municipality shall appoint a Clerk which duty it is to record, without note or comment, all resolutions, decisions and other proceedings of the council; if required by any members present at a vote, to record the name and vote of every member voting on any matter or questions; to keep the originals or copies of all by-laws and of all minutes of the proceedings of council; to perform the other duties required under this Act or under any other act; and to perform such other duties as are assigned by the municipality;

**AND WHEREAS** *Section 228 (2) of the Municipal Act, 2001 c. 25* as amended provides that a municipality may appoint Deputy Clerks who have all the powers and duties of the Clerk under the Municipal Act, 2001 and any other Act.

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

1. That By-law No. 71-2017 being a by-law to appoint a Director of Corporate Services/Deputy Clerk for the Township of North Huron be hereby rescinded.
2. That Barbara Black is hereby appointed as Deputy Clerk for the Township of North Huron pursuant to *Section 228 (2) of the Municipal Act, 2001*.
3. That this appointment shall come into force and take effect on July 13, 2018.

READ A FIRST AND SECOND TIME, this 9<sup>th</sup> day of July, 2018.

READ A THIRD AND FINAL TIME AND PASSED, this 9<sup>th</sup> day of July, 2018.

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Neil Vincent, Reeve

CORPORATE SEAL

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Richard Al, Clerk

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

**BY-LAW NO. 66-2018**

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Being a by-law to establish an Economic Development Committee as a  
Committee of Council for the Township of North Huron and to adopt a  
Terms of Reference for the Economic Development Committee.

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**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** Council of the Township of North Huron Council is desirous of executing a by-law to establish an Economic Development Committee as a Committee of Council for the term of office October 2, 2017 to November 30, 2018, for the Township of North Huron and to authorize a Terms of Reference for the Economic Development Committee;

**AND WHEREAS** Council deems it expedient to establish an Economic Development Committee and approve a Terms of Reference for this Committee;

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

1. That By-law No. 87-2017 is hereby repealed.
2. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, a by-law to establish an Economic Development Committee as a Committee of Council for the term of office October 2, 2017 to November 30, 2018, for the Township of North Huron and to adopt a Terms of Reference for the Economic Development Committee.
3. That a copy of the said Terms of Reference is attached hereto and designated as Schedule ‘A’ to this By-law.
4. That this By-law shall come into force and takes effect on the day of the final passing thereof.

READ A FIRST AND SECOND TIME THIS 9<sup>TH</sup> DAY OF JULY, 2018.

READ A THIRD TIME AND PASSED THIS 9<sup>TH</sup> DAY OF JULY, 2018.

CORPORATE SEAL

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Neil G. Vincent, Reeve

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Richard Al, Clerk

**THE CORPORATION OF THE TOWNSHIP OF NORTH HURON**  
**ECONOMIC DEVELOPMENT COMMITTEE**  
**TERMS OF REFERENCE**

**MANDATE**

The Corporation of the Township of North Huron's Economic Development Committee is to enhance the economic opportunities as well as the quality of life for all Township residents. The Economic Development Committee provides comment on the implementation of the Economic Development Strategic Plan and will recommend to Council on matters related to economic development and business attraction/retention. The Committee will provide input and advice on marketing and tourism related matters implemented by the Township of North Huron's Recreation Department. The Committee will promote and maintain communication with Council in an advisory role and work with the Huron County Economic Development Board, other municipalities, provincial ministries, the Blyth and Wingham Business Improvement Areas and other public forums on initiatives that promote job creation.

**PURPOSE**

- To provide workshops and forums for citizens and the business community to raise issues and concerns regarding job growth and sustainable development;
- To provide recommendations and guidance to Council on matters pertaining to policies, practices and programs concerning economic development;
- To review and provide comment on the economic needs of the community;
- To provide creative discussions in order to improve the quality of life in the community;
- To provide support and coordination of regional efforts necessary for the development and implementation of economic related programs;
- To provide comment on the development of lands for economic development and compatible uses that promote greater growth within the community and region.
- Advising Council on the co-ordination of economic development strategies and initiatives with other regional organizations such as the County of Huron, other townships, the Ministry of Economic Development and Growth, Trade and Employment, the Ministry of Agriculture Food and Rural Affairs, the Blyth Business Improvement Association and the Wingham Business Improvement Area.
- To be consulted by the Township of North Huron's Recreation Department regarding the Township marketing strategy.

**MEMBERSHIP**

It is recognized that Economic Development initiatives are most effective when business leaders and staff work in a collaborative way to craft and execute strategies, therefore membership in the Committee will be as follows:

The Committee shall be comprised of a maximum of **11 voting members**: Comprised of 2 Council members, 1 appointed Blyth BIA representative, 1 appointed Wingham BIA representative, and up to 7 public members at large. Public members at large will be chosen to represent a broad spectrum of business sectors including but not limited to: manufacturing, creative industries, agriculture, healthcare, real estate, retail and agri-food.

In making public member appointments, Council shall have regard for the diversity of business interests and qualifications of citizen candidates for the Committee and to have representation from all wards of the Township. They shall endeavour to have at least one member appointed to represent the interests of the sectors indicated.

Public members shall be residents, property owners or business owners of North Huron and be at least 18 years of age.

Members are expected to undertake their responsibilities on an impartial and objective basis. Any member whose financial interest could be in conflict with the interests of the Township is obliged to disclose same at the meeting. Members will not participate in any decision or recommendation in which

they or their immediate family has any financial interest except in common with residents in the municipality

In addition, the following staff members will sit as non-voting members;

The CAO as Economic Development Officer, and 1 staff member as a Resource Person.

The Township Resource Person will provide technical support to the Committee by:

- 1) Assisting the chair in the creation of agendas.
- 2) Taking minutes at meetings and distributing minutes within one week of a meeting.
- 3) Distributing meeting materials at least one week prior to the next scheduled meeting.
- 4) Acting as a resource for the committee during meetings, which may include presenting background reports, distributing government information and similar activities.
- 5) Facilitating recommendations to Council through the creation of reports.
- 6) Coordinating committee initiatives with other Town departments.

All members are to be appointed by Council resolution.

The Committee may from time to time require experts or other representatives to attend meetings as presenters, advisors or observers because of their knowledge of the subject or as part of a project or consultation mechanism. These attendees have no voting privileges.

The Chair and Vice-Chair will be elected from among the voting members at the first meeting of each calendar year.

## **TERM**

The term of office shall be for term of council commencing in January. Once appointed, members may apply for reappointment by Council if they continue to be eligible.

## **APPOINTMENT TO THE COMMITTEE**

In order to be considered for appointment or reappointment, interested persons should submit a letter of interest to Town staff by the stated deadline determined in a given year.

All letters received from eligible applicants will be forwarded to Council for review and appointment.

## **REPORTING RELATIONSHIP**

The Committee is to serve as an advisory body to Council. The Committee does not have any delegated authority. Recommendations requiring implementation, expenditures, reports or staff actions must first be passed by motion at the Committee level then sent to the Township Clerk to be considered by Council. Council may cause the Committee to review and report on matters pertaining to the Committee's mandate.

## **COMMITTEE CHAIR**

A Chair and Vice-Chair shall be elected by majority vote. The term of Chair shall be one year. If a Chair or Vice-Chair is not present, members are to select an acting Chair to serve in the same capacity for the duration of the meeting.

The Chair is responsible for ensuring the effective operation of the Committee and its roles in accordance with the municipality's meeting procedures. The Chair shall be responsible for:

- Calling meetings order
- Conducting meetings in accordance with the municipality's procedural by-law
- Acting as the spokesperson in conjunction with the Economic Development Officer
- Representing the Committee when necessary

## **DECISION MAKING AND VOTING**

Where possible, decisions will be made by way of consensus. When a resolution is to go to Council, a motion must be moved and seconded and recorded in writing prior to voting. A resolution is deemed to



be carried if the majority of members present vote in the affirmative. Recorded votes shall not be permitted. The Committee shall not reconsider a previous motion, unless directed to do so by Council.

## **QUORUM**

Quorum shall be 50% + 1 of the voting committee members. If determined practical, a meeting may proceed without a quorum, however, substantive recommendations are not fully ratified until supported by the majority of members. If no quorum is present and there are time constraints with respect to a particular item on the agenda, the Chair may reconvene a special meeting in order to determine Committee support for that particular item.

## **MEETING STRUCTURE AND FORMAT**

Regular meetings will be held on a monthly basis as required. Agendas for each meeting will be distributed to members and posted on the Township website in advance along with the minutes of the previous meeting. Minutes will be received by Council and substantive recommendations will be forwarded to staff for review and action if deemed necessary. Recommendations must relate to the Committee's mandate.

## **ATTENDANCE**

If a Committee Member misses three (3) regular meetings without explanation or valid regrets, they may be asked to resign from the Committee.

Regrets should be sent to the Staff Resource Person as early as possible.

## **PROJECTS**

Based on its stated mandate and purpose, the Committee will establish its priorities at the beginning of each new term and develop a plan to focus its attention and action. Additionally, the Committee may address items referred to it by others.

The Committee may consider matters that are deemed to be of importance and within its purview. The Committee will also consider matters referred to it by Council or other committees.

## **EXPENSES**

No member of the Task Force shall receive payment for any work or services performed for the Committee or North Huron, except that, with the approval of the Committee, reimbursement may be made for travel or other expenses incurred in the performance of duties specifically requested by the Committee. Rates paid will be consistent with rates paid to Township of North Huron employees in effect at the time expenses are incurred.

## **OPEN MEETINGS**

Committee meetings are open to the public. Advisory Committees of Council do not usually consider business of a "closed" nature; however, if circumstances arise, there must be strict compliance with the Township's Procedure By-law and the Municipal Act.

The Township of North Huron Procedural By-law shall be followed for all matters not specifically addressed within this document. These Terms of Reference are established by Council and can only be altered by Council.

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

**BY-LAW NO. 67-2018**

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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 continüIT CORP for IT Services

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**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 continüIT CORP for IT Services;

**AND WHEREAS** the Council of the Township of North Huron deems it expedient to enter into said agreement;

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

1. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, an Agreement between the Township of North Huron and continüIT CORP for IT Services.
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 9<sup>TH</sup> DAY OF JULY, 2018.

READ A THIRD TIME AND PASSED THIS 9<sup>TH</sup> DAY OF JULY, 2018.

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Neil G. Vincent, Reeve

CORPORATE SEAL

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Richard Al, Clerk



System downtime, viruses, spy ware, losses of productivity... Are the computer systems you rely upon to run your business not working consistently and as expected? These distractions are unnecessary, time consuming and very expensive

At continüIT CORP, we understand this. We also know that businesses are constantly challenged by the task of managing the demands of business growth while coping with continuous technology challenges.

Our focus is to keep your IT systems operational, available and secure so that you can focus on the everyday demands of expanding your business, managing costs and increasing revenues. We're here to help you realize the productivity gains and ROI you have been expecting from your computer systems all along.

continüIT CORP provides affordable proactive IT management and support to growing businesses. Utilizing our unique IT automation framework for providing managed services, continüIT CORP provides a range of proactive services to keep your computer systems up and running and your people and business productive.

Some of the benefits you will experience are:

- Proactive VS reactive IT management
- Automation of key IT tasks
- Flexible Scheduling
- Access to a staff of technical experts for you and your users
- A complete managed process for getting users connected to the business center network
- Web based ticketing system for submittal of issues and related tasks
- Increased productivity

## **Managed Server Service:**

- Microsoft Windows Server Patch Management
- Microsoft SQL Server Patch Management
- Microsoft Exchange Server Patch Management
- Virus Definition Management
- Backup Monitoring
- Hardware Firmware Management
- Service Monitoring with proactive notifications

## **Free Server Disaster Recovery (DR) Coverage**

- Hardware Failure – Your warranty coverage from Dell will get you back to a C: prompt, we'll take you the rest of the way at no cost to you!
- OS Security Exploitation – If your OS goes down due to a vulnerability exploit, we'll bring it back up – at no cost to you!
- Virus Infection – If your server is exploited by a virus and goes down – we'll bring it back up, at no cost to you!

Managed services benefits include the following list.

	1	2	3
<b>Patch Management</b> - Fully automated patch management. Scheduled security patch scan, patch deployment and history with the click of a mouse. Scalable, secure, configurable and location independent.	X	X	X
<b>Security Log Monitoring</b> - Daily review of machine security logs to help ensure safe and secure networking environment.	X	X	X
<b>Virus Log Monitoring</b> - Daily review of machine virus logs to help ensure a safe and virus-free networking environment. <b>**NOTE: ANTIVIRUS SOFTWARE AT ADDITIONAL COST**</b>	X	X	X
<b>Helpdesk Remote Control</b> - continUIT CORP can access your computers remotely from anywhere - securely and safely. We can access PCs behind firewalls and NAT without port mapping or infrastructure changes.	X	X	X
<b>Maximum Security</b> - Encrypted communication using 256-bit RC4 with rolling keys. No open ports. No plain-text data packets the network. Nothing for attackers to exploit.	X	X	X
<b>Application Deployment</b> - Complete software installations and software updates across the organization with a mouse click. Easier and more flexible than SMS and other solutions.		X	X
<b>Computer Cleanup Wizard</b> - A collaboration of programs that run on machines during the night to fix/repair inaccuracies. Spyware management, Disk Defragmentation, Temp Files Cleanup, Virus Definitions management, Refresh of windows policies.		X	X
<b>Application bandwidth monitoring</b> - Discover if certain applications are compromising your system's performance by consuming more resources than necessary.		X	X
<b>Asset management / Hardware Warranty</b> Notification -Integrating seamlessly with the PC Inventory feature, manage your computing infrastructure with comprehensive scheduled LAN audits on the frequency you specify. Fully automated and always up-to-date.		X	X
<b>Edge Device Support</b> - Changed to the Firewall, Router Switches, Printers (if networked) will be provided at no cost.		X	X
<b>Application blocking</b> - Prohibit certain computers from running non-business applications.			X
<b>Individual Remote Access</b> - Access your work machine from outside of the office. You'll have direct access to your PC's desktop, using the same security encryption as the other program features.			X

## Onsite Service

### Comprehensive System Administration and System Monitoring Services

#### Features

- ▶ On-site setup and ongoing maintenance of Windows/Linux OS-based workstations and servers and Networks
- ▶ Knowledge transfer to in-house administrators and end users
- ▶ Flexible packages with a wide range of task options
- ▶ Optional on-site hardware maintenance

#### Benefits

- ▶ Increase efficiency: respond faster to problems and meet required service levels
- ▶ Maximize productivity: reduce your support workload with an on-site system expert
- ▶ Increase effectiveness: augment the skills of in-house system administrators
- ▶ Realize value: reduce your cost of ownership

#### Expert Management of Your MS Windows Systems

Now you can maximize the productivity of your systems by augmenting your staff's skills with the expertise of our technicians. Through our On-Site System Administration services, one of our systems technicians will perform crucial system setup, administration, upgrade, and expansion tasks. If you choose, the engineer will perform hardware upgrades and maintenance. When appropriate, we'll also leverage the experience of our team of technology engineers.

#### Comprehensive, Customized Services

With the flexible packaging options of On-Site System Administration services, you can purchase the services of an on-site technician for a specified number of days to be used over the course of a year or a certain number of days per week for the entire year—all the way up to full-time, five-day-a-week administration. Clients with a full service contract can take advantage of our Windows On-Site System Administration to schedule replacements for planned absences such as vacations. Your on-site technician can perform any of these tasks:

- Install and configure new systems and users
- Perform basic system administration tasks such as disk management, space and memory allocation, operating system upgrades, and patch management
- Monitor the performance and availability of designated systems, proactively and reactively address problems, maintain a log of activities, and provide end-user administration services, including backup/restore
- Identify and correct problems in Windows operating system use and provide alternative solutions where necessary
- Assist with the allocation of system resources and operating system tuning and configuration
- Write scripts to automate necessary procedures such as backup applications
- Install and test any licensed software updates, releases, and patches provided by us and third parties
- Assist users with system operation, optimization, and debugging
- Provide periodic written and/or oral progress reports
- Perform error log monitoring, analysis, and resolution
- Assist in hardware failure determination and resolution
- Hardware maintenance as required by platform; diagnosis and repair of defective hardware by replacing parts; and installation of hardware upgrades and new systems



## continüIT CORP SOLUTION SUMMARY

### Servers

12 \_\_\_\_\_ Servers @ **\$200** per Month (with DR Coverage).....\$0 \_\_\_\_\_

\_\_\_\_\_ Additional Servers @ \$0 per Month (no DR Coverage).....\$0 \_\_\_\_\_

0 \_\_\_\_\_ Server/Workstation Backup @ **\$10** per Month + 1.20/GIG.....\$0 \_\_\_\_\_

\*Initial investment on backup storage equipment required. Each backup device requires approximately three times the storage needed per server on the backup plan. Ask about the details. If more than 1 month of data retention is needed more storage may be required.

### Desktops

60 \_\_\_\_\_ Level 3 @ **\$35** per month.....\$2100.00

### Onsite Service

0 \_\_\_\_\_ Hours per month .....\$Included \_\_\_\_\_

**Total Monthly Investment**.....**\$2100.00** \_\_\_\_\_

0 \_\_\_\_\_ Non Profit Discount **0%** only applicable to desktop and server managed services, onsite service does not apply.

**Total Monthly Investment (After discounts)**.....**\$2100.00** \_\_\_\_\_

### Client Information

Company Name: **The Municipality of North Huron**

Contact: **Dwayne Evans**

Contact email address: **devans@northhuron.com** \_\_\_\_\_

Authorization Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Terms / Services Definition

All managed services will be billed monthly and the price is based on the number of desktops and servers currently managed. The terms are Net 30. 30 days written notice required to end service agreement. We reserve the right to end the agreement at any time. Other services incurred during this plan will be billed at their regular rates of:

**As Needed Service** – Any service scheduled at least 2 business days in advance are billed at \$65 an hour.

**Rapid Response Service** – Any Service that requires a 4 hour window of time needed for a technician to arrive on site the same day. This agreement is billed at \$65 an hour.

**Managed Services** – Proactive Automated Services with onsite service plans scheduled on a regular and re-occurring monthly basis. Onsite Service agreements are bundled with this plan.

**After Hours Non Emergency** – Any service that requires, any afterhours administration outside 8AM – 5 PM that is requested will be billed at DOUBLE YOUR RATE unless mutually agreed to.

**Holiday Rates** – Any service that requires, any on stat holidays will be billed at DOUBLE YOUR RATE/ hour per technician.

**Project Rate** – Any special project outside regular support to be billed at \$80 Hour.

# continüIT CORP Managed Server

## Service Level Agreement

### I. Overview

#### **Disaster Recovery Guarantee**

continüIT CORP guarantees in the event of a hardware failure, an OS security exploitation, or a server-side virus infection that you will not be billed for the labor required to restore your server to the point provided by the last good and available backup. Furthermore the customer reserves the right to request that the disaster recovery service be delivered during business hours, nights, and/or weekends. continüIT CORP will attempt to the best of its available resources to meet the customer's scheduling requests.

#### **Scheduled Maintenance Windows**

continüIT CORP will regularly install patches and critical updates to your server to help ensure that you are guarded against the latest vulnerability threats. For many of these updates to be installed properly your server must be restarted. continüIT CORP will restart your servers, as necessary, between our regular maintenance window that will be a predefined time. If the expected downtime is greater than 15 minutes then continüIT CORP's Managed Services staff will contact you to inform you of the outage. You reserve the right to request that continüIT CORP reschedule the outage to align with your business needs. There must be a window for us to do this.

### II. Qualifications

In order to qualify for continüIT CORP's Disaster Recovery Coverage, your environment must comply with the following requirements:

Initials

- \_\_\_\_\_ a) Server hardware is under current warranty coverage from Dell, HP, or IBM, approved alternative or waived and documented
- \_\_\_\_\_ b) Server operating system, and any software is current and in support from the software development company
- \_\_\_\_\_ c) Client network is protected by a hardware-based firewall from Cisco, SonicWall, Watchguard, Fortigate or Netscreen and is running the latest firmware AND WITH THE LATEST SECURITY SUBSCRIPTIONS APPLIED
- \_\_\_\_\_ d) Server file-system and email-system (if applicable) is protected by licensed and up-to-date virus protection software from Symantec or ESET or other approved
- \_\_\_\_\_ e) Server is connected to a working UPS
- \_\_\_\_\_ f) Server is ONLY administered by continüIT CORP personnel, Any corrective Administration from third parties will be billed at hourly rate.
- \_\_\_\_\_ g) Recovery coverage assumes data integrity on the client's backup media. continüIT CORP does not guarantee the integrity of the backups or the data stored on the backup media. Under this coverage continüIT CORP will restore the server to the point of the last successful backup. If the server or its applications require additional configuration beyond the data provided by the latest backup, continüIT CORP will bill this portion at its standard Time and Materials rates
- \_\_\_\_\_ h) Client provides all Software installation media and key codes in the event of a failure

### III. Disaster Recovery Service Exclusions

continüIT CORP reserves the right to bill for labor incurred during a server recovery if circumstances surrounding the customer's server failure meet the following codifications in whole or in part:

- a. Customer fails to adhere to all of the requirements outlined in the above "Qualifications" section
- b. Environmental failure events that render hardware unusable
- c. Force Majeure events beyond continüIT CORP's reasonable control, including but not limited to Acts of God, government regulation, labor strikes, natural disaster, and national emergency.
- d. Any act or omission on the part of any third party other than continüIT CORP's

# **THE TOWNSHIP OF NORTH HURON**

## **BY-LAW NO. 68-2018**

### **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 July 9, 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 9<sup>th</sup> day of July, 2018.

**READ A THIRD TIME AND FINALLY PASSED** this 9<sup>th</sup> day of July, 2018.

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**Neil Vincent, Reeve**

**SEAL**

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**Richard Al, Clerk**