

THE TOWNSHIP OF NORTH HURON
COUNCIL AGENDA



Date: July 19, 2021
Time: 6:00 p.m.
Location: CISCO WEBEX VIRTUAL MEETING - Public Call in # 1-416-216-5643

Pages

1.	CALL TO ORDER	
2.	CONFIRMATION OF THE AGENDA	
	<i>THAT the Council of the Township of North Huron hereby accept the agenda for the July 19, 2021 Council Meeting; as presented.</i>	
3.	DISCLOSURE OF PECUNIARY INTEREST	
4.	PUBLIC COMMENT (Opportunity for members of the public to speak to an item of business on the agenda, two minutes per person)	
5.	CONSENT AGENDA	
	<i>THAT the Council of the Township of North Huron hereby adopts Consent Item 5.1.1.;</i>	
	<i>AND FURTHER, THAT the Council of the Township of North Huron hereby receives Consent Items 5.1.2. to 5.3.5. for information.</i>	
5.1.	Minutes	
5.1.1.	Minutes of the Regular Council Meeting held July 5, 2021	8
5.1.2.	Minutes of the Economic Development and Recovery Committee Meeting held June 17, 2021	18
5.1.3.	Minutes of the Wingham BIA Board Meeting held May 20, 2021	23
5.2.	Reports	
5.2.1.	Bills and Accounts	26
5.2.2.	RC-2021-11 Recreation & Community Services Activity Report - April – June 2021	48
5.2.3.	CC-2021-03 Child Care Services Activity Report - April to June 2021	56
5.2.4.	BE-2021-04 Property Standards/By-law Enforcement Activity Report - May and June 2021	59
5.2.5.	BU-2021-05 Building Department Activity Report – May and June 2021	63
5.2.6.	FR-2021-10 Fire Department Activity Report - April to June 2021	65

5.2.7.	FR-2021-11 Fire Prevention Officer Activity Report - April to June 2021	67
5.2.8.	PW-2021-24 Public Works Activity Report - June 2021	69
5.3.	Correspondence	
5.3.1.	Township of North Huron - 2021 Calls for Service Summary Report - Q2	88
5.3.2.	Township of North Huron - Calls for Service Summary Report (Wingham Ward) - 2021 Q2	91
5.3.3.	Municipality of Morris-Turnberry - Notice of Passing for Zoning By-law Amendment (MTu Z03-21) Errington	95
5.3.4.	Municipality of Morris-Turnberry - Notice of Passing for Zoning By-law Amendment (MTu Z05-21) Mann	103
5.3.5.	Huron Pioneer Threshers & Hobby Association - Letter of Appreciation for Donation	110
6.	PUBLIC MEETINGS/HEARINGS AND DELEGATIONS	
6.1.	Christina Zardo and Alex Hayman, Food Cycle Science Corporation - Foodcycler Municipal Solutions	111
7.	REPORTS	
7.1.	Clerk's Department	
7.1.1.	PL-2021-23 Site Plan Control Agreement with Howson & Howson Ltd. Location: Concession 9, Part of Lot 1, Plan 175, Blocks D, E, F, H, Plan 173, Part Block K, Plan 168, Part of Lots 93 to 95, Part of Mill Street Applicant/Owners: Howson & Howson Ltd. <i>THAT the Council of the Township of North Huron hereby approves the Howson & Howson Ltd. proposed site plan control agreement as it applies to Concession 9, Part of Lot 1, Plan 175, Blocks D, E, F, H, Plan 173, Part Block K, Plan 168, Part of Lots 93 to 95, Part of Mill Street;</i> <i>AND FURTHER, THAT Council deems the adoption of By-law No. 59-2021 to be time sensitive and approves an exception to Section 19.1 of the Procedure By-law allowing for By-law No. 59-2021 to be adopted at the July 19, 2021 regular meeting.</i>	129
7.1.2.	PL-2021-24 Planning Fees Review: 2022 to 2026 Draft Planning Fees <i>THAT the Council of the Township of North Huron hereby supports the recommendations from the Planning Fees Review Working Group as set out in the draft 2022-2026 planning fees chart dated July 14, 2021.</i>	136

7.1.3.	CL-2021-20 Reallocation of Records Management Modernization Funds	143
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Clerk dated July 19, 2021, regarding the Reallocation of Records Management Modernization Funds, for information purposes;</i>	
	<i>AND FURTHER, THAT Council authorizes the \$22,800 in Modernization Funds previously allocated for additional Laserfiche licences to be reallocated as set out in staff report CL-2021-20;</i>	
	<i>AND FURTHER, THAT the Director of Finance be authorized to make the necessary changes to the 2021 budget.</i>	
7.2.	Finance Department - No Reports	
7.3.	Recreation and Community Services - No Reports	
7.4.	Public Works and Facilities	
7.4.1.	FA-2021-05 Council Chambers Investigations	148
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated July 19, 2021 regarding Council Chambers Investigations;</i>	
	<i>AND FURTHER, THAT Council directs staff to proceed with investigating option #_____as the preferred option for the location of a permanent Council Chambers.</i>	
7.5.	Fire Department	
7.5.1.	FR-2021-09 Draft Open Air Burning By-law	160
	<i>THAT the Council of the Township of North Huron hereby receives the report from the Fire Prevention Officer, dated July 19, 2021 regarding a new Open Air Burning By-law for information purposes;</i>	
	<i>AND FURTHER, THAT Council directs the Clerk to prepare a by-law for the August 9, 2021 regular meeting to adopt a new Open Air Burning By-law.</i>	
7.6.	Building Department - No Reports	
7.7.	Childcare Department - No Reports	
7.8.	CAO	

- 7.8.1.

CAO-2021-12 IT Service Delivery Review - Modernization Program

171
- THAT the Council of the Township of North Huron hereby receives the report from the CAO, dated July 19, 2021 regarding the Request for Proposal (RFP) results for an IT Service Delivery Review for information purposes;*

AND FURTHER, THAT Council award the contract for an IT Service Delivery Review in the amount of \$26,550 plus applicable taxes to A&A Ward Consulting & Associates;

AND FURTHER, THAT Council authorizes staff to sign an agreement with A&A Ward Consulting & Associates for an IT Service Delivery Review;

AND FURTHER, THAT Council authorizes the Director of Finance to make the necessary adjustments to the approved 2021 budget.
- 7.8.2.

CAO-2021-13 North Huron Roadmap to Reopening

176
- THAT the Council of the Township of North Huron hereby receives the report of the CAO dated July 19, 2021 regarding a Roadmap to Reopening Plan for North Huron;*

AND FURTHER, THAT Council approves the Roadmap to Reopening Plan for North Huron as outlined in staff report CAO-2021-13;

AND FURTHER, THAT Council directs all Township of North Huron Council, Committee, and Board meetings return to in-person meetings as of August 3, 2021.
- 7.8.3.

CAO-2021-14 Director of Finance Recruitment

179
- THAT the Council of the Township of North Huron hereby receives the report from the CAO dated July 19, 2021 regarding the recruitment of a Director of Finance;*

AND FURTHER, THAT Council authorizes staff to commence a municipally lead hiring process to recruit a permanent, full-time Director of Finance and approves the hiring process contained in this report (Report CAO-2021-14);

AND FURTHER, THAT Council approves the attached Director of Finance job description dated July, 2021;

AND FURTHER, THAT Council agrees the interview panel for the Director of Finance position will consist of the CAO, the HR Coordinator, an external expert and Reeve/Deputy Reeve/Councillor(s)_____.

AND FURTHER, THAT Council approves the creation of a temporary (not exceeding 6 weeks) Deputy Director of Finance position ending on December 31, 2021.

7.8.4.	CAO-2021-15 Former Wingham Trailer Park Property - Purchase and Sale Agreement	188
	<i>THAT the Council of the Township of North Huron hereby receives the report prepared by the CAO, dated July 19, 2021 regarding a purchase and sale agreement for the former Wingham Trailer Park property;</i>	
	<i>AND FURTHER, THAT Council adopt By-law No. 60-2021, being a By-law authorizing the Reeve and Clerk to sign, on behalf of Council, an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders (Purchaser) for the former Wingham Trailer Park property;</i>	
	<i>AND FURTHER, THAT Council deems the adoption of By-law No. 60-2021 to be a time sensitive matter and grants an exception to Section 19.1 of the Procedure By-law allowing for By-law No. 60-2021 to be adopted at the July 19, 2021 regular Council meeting;</i>	
	<i>AND FURTHER, THAT Council directs the Director of Finance to put the proceeds from the sale of this property into reserves.</i>	
8.	CORRESPONDENCE - None	
9.	COUNCIL REPORTS	
9.1.	REEVE ACTIVITY REPORT	
9.2.	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
9.3.	COMMENTS BY MEMBERS	
10.	NOTICE OF MOTION - None	
11.	BY-LAWS	
11.1.	By-law No. 58-2021 - Removal of Holding Zone for 648 Gloria Street	191
	<i>THAT By-law No. 58-2021; being a By-law to amend By-law 82-2008, as amended, of the Corporation of the Township of North Huron to remove the "H" holding zone on the lands known as Lot 14, Plan 22M13, 648 Gloria St., Blyth, Township of North Huron; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	
11.2.	By-law No. 59-2021 - Site Plan Control Agreement with Howson & Howson Ltd.	195
	<i>THAT By-law No. 59-2021; being a By-law of the Township of North Huron to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement between the Corporation of the Township of North Huron and Howson and Howson Limited; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.</i>	

- 11.3.

By-law No. 60-2021 - Purchase and Sale Agreement with J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd.

202

THAT By-law No. 60-2021; being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd (Purchaser) for a portion of land legally described as PLAN 410 LOT 367 TO LOT 376; INCL ARTHUR ST & PT JOHN ST, County of Huron; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

12.

ANNOUNCEMENTS

The next Regular Council meeting will be held on Monday, August 9, 2021 at 6:00pm in the North Huron Town Hall Theatre (livestreaming will be available).

The next Economic Development and Recovery Committee meeting will be held on Thursday, August 19, 2021 at 2:00pm in the North Huron Town Hall Theatre.

The next Wingham BIA Board meeting will be held on Thursday, August 19, 2021 at 6:30pm in the Hot Stove Lounge at the North Huron Wescast Community Complex.

The next Blyth BIA Board meeting will be held on Thursday, August 26, 2021 at 8:00am at the Blyth District Community Centre.

13.

OTHER BUSINESS

14.

CLOSED SESSION AND REPORTING OUT

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

- A proposed or pending acquisition or disposition of land by the municipality or local board (Richard W. LeVan Airport Expressions of Interest); and*
- Litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Update on litigation matter); and*
- A position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Cross Border Servicing Agreement Negotiations).*

15.

CONFIRMATORY BY-LAW

- 15.1.

By-law No. 61-2021 - Confirmatory By-law

212

THAT By-law No. 61-2021; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the July 19, 2021 meeting; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk and be engrossed in the By-law book.

16. 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, July 5, 2021
Time: 6:00 p.m.
Location: CISCO WEBEX VIRTUAL MEETING - Public Call in # 1-416-216-5643

MEMBERS PRESENT: Reeve Bernie Bailey
Deputy Reeve Trevor Seip
Councillor Kevin Falconer
Councillor Paul Heffer
Councillor Ric McBurney
Councillor Chris Palmer
Councillor Anita van Hittersum

STAFF PRESENT: Dwayne Evans, CAO/Deputy Clerk
Carson Lamb, Clerk
Donna White, Director of Finance
Kirk Livingston, CBO/Property Standards/Zoning
Vicky Luttenberger, Director of Recreation and Community Services
Monica Walker-Bolton, Planner
Jamie McCarthy, Director of Public Works and Facilities

OTHERS PRESENT: Cory Bilyea, Denny Scott

1. CALL TO ORDER

Reeve Bailey called the meeting to order at 6:00pm. Bailey recited the Township of North Huron Indigenous land acknowledgement statement.

2. CONFIRMATION OF THE AGENDA

M235/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby accept the agenda for the July 5, 2021 Council Meeting; as presented.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

3. DISCLOSURE OF PECUNIARY INTEREST

None noted.

4. PUBLIC COMMENT (Opportunity for members of the public to speak to an item of business on the agenda, two minutes per person)

No comments.

5. CONSENT AGENDA

M236/21

MOVED BY: A. van Hittersum

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby adopts Consent Item 5.1.1.;

AND FURTHER, THAT the Council of the Township of North Huron hereby receives Consent Items 5.1.2. to 5.3.2. for information.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

5.1 Minutes

5.1.1 Minutes of the Regular Council Meeting held June 21, 2021

5.1.2 Minutes of the Economic Development and Recovery Committee held May 20, 2021

5.1.3 Minutes of the Blyth BIA Board Meeting held May 27, 2021

5.1.4 Minutes of the County of Huron Council Meeting held May 5, 2021

5.1.5 Minutes of the County of Huron Council Meeting held May 19, 2021

5.1.6 Minutes of the County of Huron Council Meeting held June 9, 2021

5.2 Reports

5.2.1 Bills and Accounts

5.2.2 FIN-2021-18 Finance Department Activity Report

5.2.3 CAO-2021-11 CAO Activity Report - June 2021

5.3 Correspondence

5.3.1 Avon Maitland District School Board - Board Meeting Highlights - June 22, 2021

5.3.2 Letter from the Honourable Steve Clark, Minister of Municipal Affairs and Housing - Intake 2 Municipal Modernization Program

6. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS - None

7. REPORTS

7.1 Clerks Department

7.1.1 PL-2021-21 Site Plan Control Agreement with Hotel Lux/BAAG Airtight Storage Ltd.

Location: Plan 168, Lot 6 PT Lot 5 PT; Lot 7, RP 22R377 Part 1, Blyth, Township of North Huron, County of Huron (389 Queen Street)

Applicant/Owners: Hotel Lux/BAAG Airtight Storage Ltd.

Monica Walker-Bolton, Planner presented the site plan application to Council. It was noted that the purpose of the site plan application is to recognize that Hotel Lux has four designated parking spaces located off-site at the subject property. Walker-Bolton recommended that the application be approved.

A discussion occurred regarding: signage on the property, whether other Blyth main street businesses are subject to the same requirements, and whether the subject property would be restricted in its future uses.

M237/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby approves the Hotel Lux/BAAG Airtight Storage Ltd. proposed site plan control agreement as it applies to Registered Plan 168 Lot 6 Part Lot 5 Part Lot; Lot 7 as Registered Plan 22R377 Part 1, Blyth, Township of North Huron, County of Huron (389 Queen Street);

AND FURTHER, THAT Council deems the adoption of By-law No. 57-2021 to be time sensitive and approves an exception to Section 19.1 of the Procedure By-law allowing for By-law No. 57-2021 to be adopted at the July 5, 2021 regular meeting.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

7.1.2 PL-2021-22 Application to Lift Holding Symbol - Rutling Holdings Ltd.

Property Description: Lot 14, Plan 22M13, Blyth, Township of North Huron, County of Huron (648 Gloria Street)

Applicant/Owners: Rutling Holdings Ltd.

Walker-Bolton presented the application to remove the holding symbol for 648 Gloria Street. Walker-Bolton noted that the holding symbol was applied to the subject property to ensure issues with the Whitfield Municipal Drain and the regulated areas of the Maitland Valley Conservation Authority were

addressed by the applicant. Walker-Bolton presented the drainage plan provided by the applicant to address the concerns.

M238/21

MOVED BY: K. Falconer

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby approves the application to lift the holding symbol as it applies to Lot 14, Plan 22M13, Blyth, Township of North Huron, County of Huron (648 Gloria Street);

AND FURTHER, THAT the Clerk be directed to bring forward the necessary by-law to lift the holding symbol from the subject lands for the July 19, 2021 regular meeting.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

7.1.3 CL-2021-19 Council Composition Review and Evaluation – Follow Up Report

Carson Lamb, Clerk presented five potential composition options for Council's consideration. Following this presentation, Council discussed the positives and negatives of each option.

M239/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby receives the report of the Clerk dated July 5, 2021 regarding the Council Composition Review and Evaluation – Follow Up Report, for information purposes;

AND FURTHER, THAT Council hereby resolves that commencing with the Municipal Election in 2022, the Council composition shall be structured as set out in option #4 of staff report CL-2021-19;

AND FURTHER, THAT the Clerk be directed to bring forward the necessary By-law to change the composition of Council for the July 19, 2021 meeting.

For (3): B. Bailey, T. Seip, and P. Heffer

Against (4): K. Falconer, R. McBurney, C. Palmer, and A. van Hittersum

DEFEATED (3 to 4)

M240/21

MOVED BY: K. Falconer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby receives the report of the Clerk dated July 5, 2021 regarding the Council Composition Review and Evaluation – Follow Up Report, for information purposes;

AND FURTHER, THAT Council hereby resolves that commencing with the Municipal Election in 2022, the Council composition shall be structured as set out in option #5 - status quo, of staff report CL-2021-19.

For (4): K. Falconer, R. McBurney, C. Palmer, and A. van Hittersum

Against (3): B. Bailey, T. Seip, and P. Heffer

CARRIED (4 to 3)

7.2 Finance Department - No Reports

7.3 Recreation and Community Services

7.3.1 RC-2021-10 Recreation Program Service Agreement with Huron County to Provide Fee Subsidies for Day Camp Programs

Vicky Luttenberger, Director of Recreation and Community Services outlined the agreement between the County of Huron and the Township of North Huron for the provision of fee subsidies for eligible participants registered in the North Huron Day Camp Program.

A discussion occurred regarding whether the County will be subsidizing the registration for those registering at both the resident and non-resident rate.

M241/21

MOVED BY: P. Heffer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby receives the report of the Director of Recreation & Community Services, dated July 5, 2021 regarding the Recreation Program Service Agreement with the County of Huron for the purpose of being recognized as an approved day camp program service provider for information purposes;

AND FURTHER, THAT Council authorizes the Reeve and Clerk to sign an agreement between the County of Huron and the Township of North Huron for the provision of fee subsidies for eligible participants registered in the North Huron Day Camp Program;

AND FURTHER, THAT Council considers the adoption of By-law No. 55-2021, being a By-law authorizing the Reeve and Clerk to sign an agreement between the County of Huron and the Township of North Huron to be a time sensitive matter and grants an exception of Section 19.1 of the Procedure By-law allowing By-law No. 55-2021 to be adopted at the July 5, 2021 regular meeting of Council.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

7.4 Public Works and Facilities

7.4.1 PW-2021-22 Transfer Payment Agreement - Wingham Standpipe

Jamie McCarthy, Director of Public Works and Facilities explained that the Township was successful in its application to the Investing in Canada Infrastructure Program for the Wingham Standpipe. McCarthy recommended that Council enter into the transfer payment agreement to receive the funds.

M242/21

MOVED BY: P. Heffer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated July 5, 2021 regarding the Transfer Payment Agreement for the Wingham Standpipe Project for information;

AND FURTHER, THAT the Council of the Township of North Huron hereby accepts the transfer payment agreement between Her Majesty the Queen In Right of Ontario, as represented by the Minister of Infrastructure, and the Corporation of the Township of North Huron to be a time sensitive and administrative matter and grants an exception to Section 19.1 of the Township's Procedure By-law to allow By-law No. 54-2021 to be adopted at the July 5, 2021 regular Council meeting.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

7.4.2 PW-2021-23 Belgrave Hot Mix Supply and Placement Extension

McCarthy noted the additional gas tax funding received by the Township and recommended that Council expand the scope of the 2021 Hot Mix Supply and Placement program to include all of the North Huron streets in Belgrave.

A discussion occurred regarding the roads being addressed in order of replacement priority.

M243/21

MOVED BY: P. Heffer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated July 5, 2021 regarding a request to expand the scope of the 2021 Hot Mix Supply and Placement program to include all North Huron streets in Belgrave;

AND FURTHER, THAT Council approves funding the expanded scope of the 2021 Hot Mix Supply and Placement program using the extra gas tax funding received in 2021;

AND FURTHER, THAT the expanded scope of the Hot Mix Supply and Placement program be included with the tender awarded to Armstrong Paving and Materials Group Ltd for \$40,000 exclusive of applicable taxes;

AND FURTHER, THAT the Director of Finance be authorized to make the necessary changes to the approved 2021 budget.

For (6): B. Bailey, T. Seip, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

Against (1): K. Falconer

CARRIED (6 to 1)

7.5 Fire Department - No Reports

7.6 Building Department - No Reports

7.7 Childcare Department - No Reports

7.8 CAO - No Reports

8. CORRESPONDENCE

8.1 Notice of Retirement - Donna White, Director of Finance

Donna White, Director of Finance expressed her pleasure with working for the Township of North Huron. Council congratulated White and thanked her for her many years of service.

M244/21

MOVED BY: P. Heffer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby accept with regret, the retirement of Donna White, Director of Finance, effective December 31, 2021;

AND FURTHER, THAT the CAO be directed to prepare a report to address the retirement vacancy.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

9. COUNCIL REPORTS**9.1 REEVE ACTIVITY REPORT**

Reeve Bailey noted the cross-border servicing agreement discussions that occurred at the County Council level.

Bailey provided an update on the mass vaccination clinics in North Huron.

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

None noted.

9.3 COMMENTS BY MEMBERS

No comments.

10. NOTICE OF MOTION - None**11. BY-LAWS****11.1 By-law No. 53-2021 - Zoning By-Law Amendment (Rutling Holdings Ltd.)**

M245/21

MOVED BY: P. Heffer

SECONDED BY: K. Falconer

THAT By-law No. 53-2021; being a by-law to amend By-law No. 82-2008, as amended, being the Zoning By-law of the Corporation of the Township of North Huron; for a Zoning By-law Amendment, as it applies to Block 3, Registered Plan 22M-13, Blyth, Township of North Huron, County of Huron; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

11.2 By-law No. 54-2021 - Transfer Payment Agreement - Investing in Canada Infrastructure Program

M246/21

MOVED BY: A. van Hittersum

SECONDED BY: R. McBurney

THAT By-law No. 54-2021; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Transfer Payment Agreement between the Corporation of the Township of North Huron and Her Majesty the Queen in right of Ontario as represented by the Minister of Infrastructure, for the Investing in Canada Infrastructure Program Green Stream; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

- 11.3 By-law No. 55-2021 - Recreation Program Service Agreement with Huron County

M247/21

MOVED BY: T. Seip

SECONDED BY: R. McBurney

THAT By-law No. 55-2021; being a by-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Recreation Program Service Agreement with the County of Huron to Provide Child Care Programs and Services; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

- 11.4 By-law No. 56-2021 - Site Plan Control Agreement with BAAG Airtight Storage Ltd.

M248/21

MOVED BY: K. Falconer

SECONDED BY: A. van Hittersum

THAT By-law No. 56-2021; being a By-law of the Township of North Huron to authorize the Reeve and Clerk to sign, on behalf of Council, a Site Plan Control Agreement between the Corporation of the Township of North Huron and BAAG Airtight Storage Ltd.; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk, and be engrossed in the By-law book.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

12. ANNOUNCEMENTS

The next Regular Council meeting will be held on Monday, July 19, 2021 at 6:00pm through electronic participation.

The next Economic Development and Recovery Committee meeting will be held on Thursday, July 15, 2021 at 2:00pm through electronic participation.

The next Wingham BIA Board meeting will be held on Thursday, August 19, 2021 at 6:30pm through electronic participation.

The next Blyth BIA Board meeting will be held on Thursday, August 26, 2021 at 8:00am through electronic participation.

13. OTHER BUSINESS

None noted.

14. CLOSED SESSION AND REPORTING OUT - None

15. CONFIRMATORY BY-LAW

15.1 By-law No. 57-2021 - Confirmatory By-law

M249/21

MOVED BY: C. Palmer

SECONDED BY: P. Heffer

THAT By-law No. 57-2021; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the July 5, 2021 meeting; be introduced, read a first, second, third and final time, be signed by the Reeve and Clerk and be engrossed in the By-law book.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

16. ADJOURNMENT

M250/21

MOVED BY: R. McBurney

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 7:56pm.

For (7): B. Bailey, T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (7 to 0)

Bernie Bailey, Reeve

Carson Lamb, Clerk



MINUTES OF THE TOWNSHIP OF NORTH HURON

ECONOMIC DEVELOPMENT AND RECOVERY COMMITTEE MEETING

Date: Thursday, June 17, 2021
Time: 2:00 p.m.
Location: CISCO WEBEX VIRTUAL MEETING - Public Call in # 1-416-216-5643

MEMBERS PRESENT: Dave Tiffin, Chair/Financial Sector Representative
Renate Sieber-Schlegel, Vice-Chair/Realtor Sector Representative
Glen Manjin, Wingham BIA Representative
Kevin Falconer, Council Representative
Bernie Bailey, Ex-Officio
Anita van Hittersum, Council Representative
Paul Montgomery, Industrial Sector Representative

MEMBERS ABSENT: Shane Yerema, Blyth BIA Representative
Alicia Deitner, Retail Sector Representative

STAFF PRESENT: Dwayne Evans, CAO/Deputy Clerk
Amanda Piskorski, Recording Secretary
David Clarke, County Emergency Management Coordinator

OTHERS PRESENT: Wynter Alexander, Libro Credit Union
Rebecca Rathwell, The Centre of Employment and Learning

1. CALL TO ORDER

Chair Tiffin called the meeting to order at 2:01 pm.

2. CONFIRMATION OF THE AGENDA

ED21/21

MOVED BY: K. Falconer

SECONDED BY: R. Sieber-Schlegel

THAT the North Huron Economic Development and Recovery Committee; hereby accept the Agenda for the June 17, 2021 Committee Meeting; as presented.

CARRIED

3. DECLARATION OF PECUNIARY INTEREST

None noted.

4. MINUTES OF THE PREVIOUS MEETING

ED22/21

MOVED BY: A. van Hittersum

SECONDED BY: R. Sieber-Schlegel

THAT the North Huron Economic Development and Recovery Committee hereby adopts the minutes of the meeting held May 20, 2021; as presented.

CARRIED

5. DELEGATIONS

5.1 David Clarke, County Emergency Management Coordinator - COVID-19 Update

David Clarke, County of Huron Emergency Management Coordinator, provided a COVID-19 update. The updated included discussion on the following: the total case counts in Huron County, Perth County and the Province; the rising case numbers involving the United Kingdom variant and Delta variant in Ontario; Clarke explained the effectiveness of the vaccine doses against the new variants; a new shipment of vaccines is due to arrive in the County; the Huron County clinics are running well and they continue to search for volunteers.

5.2 Wynter Alexandra, Libro Credit Union - Libro Fund

Wynter Alexander, Libro Credit Union, Owner Experience Representative, presented her report on the Libro Fund. The presentation included how Libro is making a positive local impact by providing funding opportunities for the community. The funding is to be used towards addressing local challenging issues such as employment, financial resilience, local food accessibility and housing through sponsorships, donations and partnerships that align with local challenges. Alexander explained how to apply for funding and the eligibility requirements for applicants and projects.

Alexander explained that a new grant program is available to support solutions that help the recovery and rebuild of the community due to COVID-19.

Member Glen Manjin, Wingham BIA Representative commented that the North Huron "In It to Win It" program was one project awarded out of the Libro Fund. Manjin added the Libro Board of Representatives decides which projects receive funding.

6. REPORTS

6.1 COUNTY UPDATE

None in attendance.

6.2 MUNICIPAL UPDATE

Dwayne Evans, Chief Administrative Officer, updated the Committee on development projects in the Township. The update included discussion on the following: County Council received, considered and decided not to grant the Draft Plan of Subdivision request for the A2A/Maitland Estates property; expression of interest on the Airport Property are being accepted until June 30th, 2021, after which submissions will be brought forward to Council.

Denise Lockie, Recreation and Marketing Assistant, added that 25 campsites have been added to the Blyth Campground. The camping sites include a picnic table, fire pit and online booking system that is available through the new North Huron website.

6.2.1 Termination of the Shared Service Agreement with Morris-Turnberry

Evans commented that the Township has received written notice for the termination of the Building Shared Service Agreement with Morris-Turnberry. Evans added that the Agreement expires on December 31, 2021.

6.2.3 Fast Dual Vehicle Charging Station Update

Evans commented that the main street vehicle charging station will not be upgraded at this time. Two vehicle charging stations are being provided to North Huron through the County of Huron. One is to be located in Wingham behind Townhall and the other in Blyth, location is to be determined.

6.3 BLYTH BIA UPDATE

Member not in attendance.

6.4 WINGHAM BIA UPDATE

Member Manjin commented that the Community Cash Event, usually a seasonal event that uses coupons to promote buying local has been approved to be sold year-round. Coupons are now available in \$10.00 and \$20.00 amounts and could be used for prizes and gift cards.

Chair Tiffin commented on the Vance Trust donation, the distribution allocations of the trust and the current board members.

6.5 Dave Tiffin, Financial Sector Representative - Letter to Honourable Lisa M. Thompson Update

Chair Tiffin provided an update on the letter that was sent to the Honorable Lisa M. Thompson on behalf of the Committee regarding COVID-19 closures and the effect on small urban municipalities. Chair Tiffin voiced the Committee concerns and indicated their voices were heard and he received receptive feedback.

6.6 Denise Lockie, Recreation and Marketing Assistant - Supporting Economic Development and Rural Economic Development Grant Programs

Denise Lockie, Recreation and Marketing Assistant, commented that there is allocated funds in the 2021 Economic Development Budget for the submission of a Supporting Local Economic Development or Rural Economic Development grant project. Lockie canvased the Committee for project ideas. Lockie was instructed to bring back a report with suggestions.

6.7 Denise Lockie, Recreation and Marketing Assistant - Spend Money Where Your Heart is Campaign

Lockie commented on the Spend Money Where Your Heart Is Campaign that promotes buying local in North Huron. The Campaign was run at the end of last year and aligned with the Huron County Wish Book Campaign. Lockie asked if the Committee would rather see the North Huron Campaign run earlier in the year so it would not overlap the County Campaign.

Lockie commented on advertising through social media and paid Facebook advertisements.

Lockie was instructed to bring back a report with suggestions for the next Committee meeting.

6.8 Dwane Evans, Chief Administrative Officer - Community Improvement Plan: Commercial Façade Improvement Grant Application (355 Josephine Street)

Dwayne Evans reviewed the Community Improvement Plan application process and explained that the application on tonight's agenda is the first application received for 2021. Evans reviewed the application, the budget and explained that the Township is accepting continuous intakes throughout the year to be more efficient.

Chair Tiffin asked if the Township could promote the continuous application intakes on the social media platforms.

ED23/21

MOVED BY: K. Falconer

SECONDED BY: A. van Hittersum

THAT the Township of North Huron Economic Development and Recovery Committee hereby receives the report of the Clerk, dated June 17, 2021, regarding the Commercial Façade Improvement Grant Application received under North Huron's Community Improvement Plan for 355 Josephine Street, Wingham;

AND FURTHER, THAT the Committee hereby recommends that North Huron Council receive and approve the Commercial Façade Improvement Grant Application for 355 Josephine Street, Wingham to the maximum amount of \$10,000.

CARRIED

7. CORRESPONDENCE

8. ANNOUNCEMENTS

9. OTHER BUSINESS

9.1 Dave Tiffin, Financial Sector Representative - TalentLift

Chair Tiffin explained the TalentLift program that assists individuals in the skilled labor recruitment process and indicated that he would invite a representative to the next meeting as a delegation for information.

10. NEXT STEPS

- TalentLift Delegation
- Funding Options Report

11. NEXT MEETING

The next Economic Development and Recovery Committee Meeting will be held on Thursday, July 15, 2021 at 2:00pm, through electronic participation unless otherwise notified.

12. ADJOURNMENT

ED24/21

MOVED BY: G. Manjin

SECONDED BY: K. Falconer

THAT the North Huron Economic Development and Recovery Committee agree that there being no further business before the Committee; the meeting be hereby adjourned at 3:09pm.

CARRIED

Dave Tiffin, Chair

Amanda Piskorski, Recording Secretary

Wingham BIA Board Meeting
Thursday May 20, 2021 @ 6:30pm via Zoom

Board Members Present:

Ryan Ferguson, Lisa Hearnden, Doug Kuyvenhoven, Council Representative Deputy Reeve Trevor Seip, Ally Sieber-Peyton, Dave Tiffin, Annette Monsma, Jim Snyder

Others Present:

Paul Heffer- Township of North Huron Councillor
Carolyn Young - Libro
Glen Manjin- Libro

1. Call to Order

Chair Dave Tiffin called the meeting to order at 6:30pm via Zoom

2. Public Input- None Noted

3. Approval of the Agenda

Moved by: T. Seip

Seconded by: R. Ferguson

THAT the Wingham BIA Board hereby approves the agenda

For (8): D.Kuyvenhoven, L.Hearnden, T.Seip, D.Tiffin, R.Ferguson, A.Monsma,
A.Sieber-Peyton, J.Snyder

Carried (8-0)

4. Declaration of Conflicts of Interest- None Noted

5. Approval of Previous Minutes

Approval of BIA Meeting minutes - April 15,2021

Moved By: J. Snyder

Seconded By: R. Ferguson

THAT the Wingham BIA Board hereby adopts the minutes of the April 15,2021

Wingham BIA Board Meeting: as presented.

For (8) D.Kuyvenhoven, L.Hearnden, T.Seip, D.Tiffin, R.Ferguson, A.Monsma, A.Seiber-Peyton, J.Snyder

Carried (8-0)

6. Financials

1. Financial Statements- D. Kuyvenhoven reviewed the financial statements with the board

2. Cheques Written- D. Kuyvenhoven went over the cheques written

Motioned to approve: L. Hearnden

Seconded By: T. Seip

That the Wingham BIA Board hereby approves the cheques written.

For(8) D.Kuyvenhoven, L.Hearnden, T.Seip, D.Tiffin, R.Ferguson, A. Monsma, A.Seiber-Peyton, J.Snyder

Carried(8-0)

3. A/R reviewed- by D.Kuyvenhoven with the board

4. **Community Cash-** D.Kuyvenhoven was requesting that we look at selling BIA Dollars all year round at par as few people have been asking. It supports shopping local. So requesting a motion to sell year round at par and all books can be broken down.

Moved by: D.Kuyvenhoven

Seconded by: T.Seip

That the Wingham BIA Board hereby approves the community cash be sold year round.

For(8) D.Kuyvenhoven, L.Hearnden, T.Seip, D.Tiffin, R.Ferguson, A.Monsma, A.Seiber-Peyton, J. Snyder

Carried(8-0)

7. **Chair Update**

1. Petrolia - Petrolia asked about our promotion last year and D.Tiffin sent them the information. D. Tiffin was thinking of getting the pizza places together to maybe have an event like Petrolia does. D.Tiffin has information on file and when we can get out and about more we will revisit it.
2. The Ranch- D.Tiffin had an interview with the Ranch and talked about what the BIA does.
3. Business Retention & Recovery- Surveys will be now mailed out and they will follow up by phone. D.Tiffin will get out on the Facebook page for June 1.
4. Fireworks- on hold for now depends on how opening goes. The fire department to keep us informed with updates.

8. **Council Update-** T.Seip gave us an update

1. On the residential development , there is interest in the residential development of the trailer park.
2. June 10, 24 there will be a mass vaccination clinic. Looking to have 1500 people vaccinated between those 2 days.

9. **BIA Committees & Liaisons**

1. **Retail Committee-** A.Seiber-Peyton to set up website profiles about each business, maybe 3 a week.
Curb Appeal- D. Kuyvenhoven updated us that the sandwich boards are done. Flower baskets to be delivered end of May.
2. **Communications-** D.Tiffin and D.Kuyvenhoven to work on links and update events on the website.
3. **Economic Development-** G.Manjin said that they met today @2pm .
 1. They would like to promote on their new website some of the business profiles that the BIA generates. Also businesses can promote themselves also on the site and keep it up to date.
 2. Also the webinars are recorded so you can register and listen later.
 3. The committee recommended to counsel to purchase an enhanced level to the Huron chamber of commerce. To run as a trial this year.
 4. D.Tiffin also added that Paul Macgomery as joined the economical development recovery team as Industrial rep
 5. Digital Mainstreet may get a reboot later this year for any businesses that haven't taken advantage yet.
 6. Township has made application for 3 charging stations but received 2. One to go to Blyth and one to Wingham.

4. **Wingham Community Connectors-** no updates
5. **LED sign** - Nothing new- Waiting for things to open up.

10. Other Business/New Businesses

1. Castings now open
2. Activity at the former Coffee Culture - they will keep us updated
3. Greens Meat Market to keep us posted when they're-open
4. L.Hearnden reported about the Howson Dam, Chris Moore would like to meet with the BIA after he talks with counsel.

11. Next BIA Board Meeting- Thursday June 17 6:30 via Zoom

- 12. Motion to Adjourn** by D. Tiffin, Seconded by R.Ferguson
THAT there being no further business before the Wingham BIA Board, the meeting be hereby adjourned at 7:21pm
For (8) D.Kuyvenhoven, A.Monsma, L.Hearnden, T.Seip, D.Tiffin, R.Fergusson,
A.Sieber-Peyton, J.Snyder.

Carried (8-0)



Dave Tiffin, Chair



Annette Monsma, Secretary

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 046501 Date 07/06/2021 Amount 1,250.00				
000897 TOWNSHIP OF NORTH HURON SEWER	376248-S	06/30/2021	PRECISION BUILDERS-SEWE	1,250.00
			Invoice Count 1 Total	1,250.00
Cheque 046502 Date 07/07/2021 Amount 282.90				
005553 KELSIE PRICE	01	07/07/2021	JULY 8 PAYROLL	282.90
			Invoice Count 1 Total	282.90
Cheque 046503 Date 07/16/2021 Amount 4,300.00				
005554 APPTIC STUDIOS INC.	025	07/09/2021	ADMIN- INTRANET DESIGN/TI	4,300.00
			Invoice Count 1 Total	4,300.00
Cheque 046504 Date 07/16/2021 Amount 1,678.19				
000885 DEAN'S VALU-MART	90045500022-7663	06/24/2021	DAY CARE- FOOD SUPPLIES	339.66
000885 DEAN'S VALU-MART	90045500022-7374	06/28/2021	EARLY LEARNING- FOOD SUI	109.92
000885 DEAN'S VALU-MART	90045500022-6460	06/30/2021	EARLY ON- FOOD SUPPLIES	22.25
000885 DEAN'S VALU-MART	90045500022-7768	06/30/2021	DAY CARE- FOOD SUPPLIES	312.13
000885 DEAN'S VALU-MART	90045500022-2511	07/05/2021	EARLY LEARNING- FOOD SUI	126.07
000885 DEAN'S VALU-MART	90045500022-7916	07/07/2021	DAY CARE - FOOD SUPPLIES	320.38
000885 DEAN'S VALU-MART	90045500022-0129	07/13/2021	EARLY LEARNING- FOOD SUI	81.25
000885 DEAN'S VALU-MART	90045500022-0342	07/14/2021	EARLY ON- FOOD SUPPLIES	20.30
000885 DEAN'S VALU-MART	90045500022-8033	07/15/2021	DAY CARE- FOOD SUPPLIES	346.23
			Invoice Count 9 Total	1,678.19
Cheque 046505 Date 07/16/2021 Amount 3.39				
005493 FREEDOMPAY CANADA, INC	FPCA1635	05/31/2021	REC ADMIN- FREEDOM PAY I	3.39
			Invoice Count 1 Total	3.39
Cheque 046506 Date 07/16/2021 Amount 565.00				
005439 G.W.G. RESOURCES SERVICES	3315	06/18/2021	AIRPORT- ADVERTISING TIMI	565.00
			Invoice Count 1 Total	565.00
Cheque 046507 Date 07/16/2021 Amount 69.06				
004812 IRON MOUNTAIN CANADA	DTJL587	06/30/2021	DAY CARE- DOCUMENT SHRI	23.02
004812 IRON MOUNTAIN CANADA	DTJL588	06/30/2021	ADMIN- DOCUMENT SHREDD	23.02
004812 IRON MOUNTAIN CANADA	DTJL589	06/30/2021	REC ADMIN- DOCUMENT SHF	23.02
			Invoice Count 3 Total	69.06
Cheque 046508 Date 07/16/2021 Amount 6,677.55				
005355 JD'S TRUCK AND TRACTOR SERVICE	16462	06/02/2021	PW- SAFETY IH PLOW TRUCK	948.44
005355 JD'S TRUCK AND TRACTOR SERVICE	16471	06/07/2021	PW-SAFETY FOR IH PLOW TI	563.08
005355 JD'S TRUCK AND TRACTOR SERVICE	16486	06/10/2021	PW- SAFETY FOR 03-09	946.39
005355 JD'S TRUCK AND TRACTOR SERVICE	16507	06/17/2021	PW- SAFETY FOR IH PLOW/D	1,354.00
005355 JD'S TRUCK AND TRACTOR SERVICE	16530	06/24/2021	PW- SAFETY STERLING VAC	1,620.85
005355 JD'S TRUCK AND TRACTOR SERVICE	16547	06/30/2021	PW- SAFETY FOR PETERBILT	837.21
005355 JD'S TRUCK AND TRACTOR SERVICE	16496	07/12/2021	PW- SERVICE FOR 04-11	407.58
			Invoice Count 7 Total	6,677.55

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 046509	Date 07/16/2021	Amount	35.20	
005555 JENNIFER BEITZ	7-2-2021	07/02/2021	REFUND- SWIMMING LESSON	35.20
		Invoice Count	1 Total	35.20
Cheque 046510	Date 07/16/2021	Amount	113.75	
004769 JOSH MACHAN	5-21-2021	05/21/2021	PW- AZ TEST RENEWAL	113.75
		Invoice Count	1 Total	113.75
Cheque 046511	Date 07/16/2021	Amount	3,527.78	
005473 SOCIAL RESEARCH & PLANNING COUN	1181	06/15/2021	ADMIN- COMMUNITY SAFETY	3,527.78
		Invoice Count	1 Total	3,527.78
			Report Total	18,502.82

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount
Cheque 005263		Date 07/16/2021	Amount	3,187.04	
000113	CARSON SUPPLY	S1634641.001	07/09/2021	WATER- CURB STOPS, PIPE,	3,187.04
				Invoice Count 1 Total	3,187.04
Report Total					3,187.04

Accounts Payable

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

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 003652 Date 07/16/2021 Amount 13,317.05				
005449 CORNISH INDUSTRIAL	C9110	06/30/2021	SEWER- WINGHAM RAS PUM	13,317.05
		Invoice Count	1 Total	13,317.05
Cheque 003653 Date 07/16/2021 Amount 6.76				
000602 STANTON HARDWARE	316544	06/24/2021	SEWER PLANT - KEYS	6.76
		Invoice Count	1 Total	6.76
Report Total				13,323.81

Accounts Payable

Paid Invoice History By Cheque Report - WATER INTERNET/PRE-AUTHORIZED 6902413

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 001144 Date 07/05/2021 Amount 201.04				
005537 WESTARIO POWER INC- WATER	2104653876	06/09/2021	1292 KWH- 435 MINNIE ST	201.04
		Invoice Count	1 Total	201.04
Cheque 001145 Date 07/05/2021 Amount 92.65				
005537 WESTARIO POWER INC- WATER	2104653897	06/09/2021	490 KWH- WINGHAM WATER	92.65
		Invoice Count	1 Total	92.65
Cheque 001146 Date 07/05/2021 Amount 117.18				
005537 WESTARIO POWER INC- WATER	2104653875	06/09/2021	731 KWH- 435 MINNIE ST # 2	117.18
		Invoice Count	1 Total	117.18
Cheque 001147 Date 07/06/2021 Amount 1,089.00				
002512 TOWNSHIP OF NORTH HURON	376278	07/02/2021	TAXES PAID TO WATER ACC	1,089.00
		Invoice Count	1 Total	1,089.00
Cheque 001148 Date 07/05/2021 Amount 1,470.51				
005537 WESTARIO POWER INC- WATER	300313985	06/11/2021	9201 KWH- WELL #3	1,470.51
		Invoice Count	1 Total	1,470.51
Cheque 001149 Date 07/12/2021 Amount 1,695.12				
005537 WESTARIO POWER INC- WATER	2104668014	06/17/2021	7440 KWH- WELL #4	1,695.12
		Invoice Count	1 Total	1,695.12
Cheque 001150 Date 07/15/2021 Amount 72.88				
003924 GLOBAL PAYMENTS	1680	06/30/2021	WATER - DEBIT MACHINE FEI	72.88
		Invoice Count	1 Total	72.88
Cheque 001151 Date 07/15/2021 Amount 789.75				
005506 TOWNSHIP OF NORTH HURON	4802	07/14/2021	TAXES PAID TO WATER ACC	789.75
		Invoice Count	1 Total	789.75
Report Total				5,528.13

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 003796 Date 07/05/2021 Amount 43.44				
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-1186	06/14/2021	47 M3- 425 MILL ST BLYTH PV	43.44
			Invoice Count 1 Total	43.44
Cheque 003797 Date 07/05/2021 Amount 29.36				
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-8554	06/14/2021	9.45 M3- FIRE/PW BLYTH	29.36
			Invoice Count 1 Total	29.36
Cheque 003798 Date 07/05/2021 Amount 585.57				
000687 WESTARIO POWER INC.	300313982	06/11/2021	3519 KWH- DAY CARE	585.57
			Invoice Count 1 Total	585.57
Cheque 003799 Date 07/05/2021 Amount 28.15				
000687 WESTARIO POWER INC.	300313989	06/11/2021	0 KWH- PARK DR BALL PARK	28.15
			Invoice Count 1 Total	28.15
Cheque 003800 Date 07/05/2021 Amount 37.04				
000687 WESTARIO POWER INC.	2104653868	06/09/2021	78 KWH- 280 WILLIAM ST	37.04
			Invoice Count 1 Total	37.04
Cheque 003801 Date 07/05/2021 Amount 30.08				
000687 WESTARIO POWER INC.	2104653877	06/09/2021	17 KWH- PUMP HOUSE	30.08
			Invoice Count 1 Total	30.08
Cheque 003802 Date 07/05/2021 Amount 52.53				
000687 WESTARIO POWER INC.	2104653880	06/09/2021	216 KWH- JOSEPHINE STREE	52.53
			Invoice Count 1 Total	52.53
Cheque 003803 Date 07/05/2021 Amount 73.67				
000687 WESTARIO POWER INC.	2104653822	06/09/2021	346 KWH- MUSEUM	73.67
			Invoice Count 1 Total	73.67
Cheque 003804 Date 07/05/2021 Amount 225.46				
000687 WESTARIO POWER INC.	2104653828	06/09/2021	1501 KWH- WINGHAM FIRE S'	225.46
			Invoice Count 1 Total	225.46
Cheque 003805 Date 07/05/2021 Amount 240.86				
000687 WESTARIO POWER INC.	2104653830	06/09/2021	1518 KWH- 445 JOSEPHINE S	240.86
			Invoice Count 1 Total	240.86
Cheque 003806 Date 07/05/2021 Amount 48.73				
000687 WESTARIO POWER INC.	2104653834	06/09/2021	180 KWH- CRUICKSHANK PAI	48.73
			Invoice Count 1 Total	48.73
Cheque 003807 Date 07/05/2021 Amount 30.19				

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000687 WESTARIO POWER INC.	2104653888	06/09/2021	18 KWH- PARK DR SNACK BA	30.19
			Invoice Count 1 Total	30.19
Cheque 003808	Date 07/05/2021	Amount	133.91	
000687 WESTARIO POWER INC.	2104653890	06/09/2021	891 KWH- VIC & JOS STREET	133.91
			Invoice Count 1 Total	133.91
Cheque 003809	Date 07/05/2021	Amount	86.05	
000687 WESTARIO POWER INC.	2106453891	06/09/2021	488 KWH- ALF & JOS STREET	86.05
			Invoice Count 1 Total	86.05
Cheque 003810	Date 07/05/2021	Amount	37.64	
000687 WESTARIO POWER INC.	2104653892	06/09/2021	84 KWH- SUMMIT DR STREET	37.64
			Invoice Count 1 Total	37.64
Cheque 003811	Date 07/05/2021	Amount	35.28	
000687 WESTARIO POWER INC.	2104653852	06/09/2021	63 KWH- 250 JOHN ST ST LIG	35.28
			Invoice Count 1 Total	35.28
Cheque 003812	Date 07/06/2021	Amount	1,250.00	
001365 TOWNSHIP OF NORTH HURON WATER	376248	06/30/2021	PRECISION BUILDERS- WATE	1,250.00
			Invoice Count 1 Total	1,250.00
Cheque 003813	Date 07/06/2021	Amount	159.46	
001365 TOWNSHIP OF NORTH HURON WATER	11102180	07/06/2021	WATER REVENUE PAID TO T.	159.46
			Invoice Count 1 Total	159.46
Cheque 003814	Date 07/07/2021	Amount	619.84	
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-0458	06/17/2021	1778 M 3-COMPLEX- NATURA	619.84
			Invoice Count 1 Total	619.84
Cheque 003815	Date 07/07/2021	Amount	54.76	
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-5467	06/17/2021	78 M3- DAY CARE NATURAL (54.76
			Invoice Count 1 Total	54.76
Cheque 003816	Date 07/07/2021	Amount	43.71	
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-5340	06/17/2021	47 M3- LIBRARY W NATURAL	43.71
			Invoice Count 1 Total	43.71
Cheque 003817	Date 07/07/2021	Amount	42.38	
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-7408	06/17/2021	44 M3-WINGHAM PW NATURA	42.38
			Invoice Count 1 Total	42.38
Cheque 003818	Date 07/08/2021	Amount	201.09	

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
005468 CHASE MERCHANT SERVICES	June 2021	06/30/2021	CREDIT CARD FEES- 6582613	201.09
			Invoice Count 1 Total	201.09
Cheque 003819	Date 07/08/2021	Amount 262.61		
005468 CHASE MERCHANT SERVICES	6-30-2021-2	06/30/2021	CREDIT CARD FEES- 6604007	262.61
			Invoice Count 1 Total	262.61
Cheque 003820	Date 07/08/2021	Amount 173.00		
004896 FAMILY RESPONSIBILITY OFFICE	7-8-2021	07/08/2021	WAGE GARNISHMENT	173.00
			Invoice Count 1 Total	173.00
Cheque 003821	Date 07/09/2021	Amount 27,585.58		
000535 RECEIVER GENERAL FOR CANADA	7-8-2021-FT	07/08/2021	FT PAYROLL REMITTANCE	27,585.58
			Invoice Count 1 Total	27,585.58
Cheque 003822	Date 07/09/2021	Amount 8,601.03		
000535 RECEIVER GENERAL FOR CANADA	7-8-2021-PT	07/08/2021	PT PAYROLL REMITTANCE	8,601.03
			Invoice Count 1 Total	8,601.03
Cheque 003823	Date 07/09/2021	Amount 642.42		
000535 RECEIVER GENERAL FOR CANADA	7-8-2021-Council	07/08/2021	COUNCIL PAYROLL REMITTA	642.42
			Invoice Count 1 Total	642.42
Cheque	Date	Amount	0.00	
000000		/ /		0.00
			Invoice Count 1 Total	0.00
Cheque 003825	Date 07/12/2021	Amount 49.62		
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-9991	06/21/2021	64 M3- MUSEUM NATURAL G	49.62
			Invoice Count 1 Total	49.62
Cheque 003826	Date 07/12/2021	Amount 53.75		
000665 ENBRIDGE/UNION GAS LIMITED	May 2021-8454	06/21/2021	75 M3- WINGHAM FIRE STN- (53.75
			Invoice Count 1 Total	53.75
Cheque 003827	Date 07/12/2021	Amount 4,612.68		
000687 WESTARIO POWER INC.	300314981	06/16/2021	10446 KWH- WINGHAM ST LIC	4,612.68
			Invoice Count 1 Total	4,612.68
Cheque 003828	Date 07/12/2021	Amount 10,957.26		
000687 WESTARIO POWER INC.	2104668013	06/17/2021	60480 KWH- COMPLEX	10,957.26
			Invoice Count 1 Total	10,957.26
Cheque 003829	Date 07/13/2021	Amount 135.60		

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000140 CIBC VISA	Parks & Rec 17677	05/31/2021	DAY CAMP- HIGH FIVE TRAIN	135.60
		Invoice Count	1 Total	135.60
Cheque 003830	Date 07/13/2021	Amount	124.85	
000140 CIBC VISA	Dulux Paints-2934	06/18/2021	ROADS- REPAIR KIT	124.85
		Invoice Count	1 Total	124.85
Cheque 003831	Date 07/13/2021	Amount	37.35	
000140 CIBC VISA	Dollarama- 18330	06/22/2021	DAY CAMP- SUPPLIES	37.35
		Invoice Count	1 Total	37.35
Cheque 003832	Date 07/13/2021	Amount	13.54	
000140 CIBC VISA	Dollar Stop- 38	06/22/2021	DAY CAMP- SUPPLIES	13.54
		Invoice Count	1 Total	13.54
Cheque 003833	Date 07/13/2021	Amount	9.03	
000140 CIBC VISA	Microage- 100422446	06/21/2021	ADMIN- HAND SANITIZER	9.03
		Invoice Count	1 Total	9.03
Cheque 003834	Date 07/13/2021	Amount	18.68	
000140 CIBC VISA	Dollarama- 16720	06/21/2021	ADMIN- OFFICE SUPPLIES- R	18.68
		Invoice Count	1 Total	18.68
Cheque 003835	Date 07/13/2021	Amount	364.40	
000140 CIBC VISA	Long Haul- 26361	06/14/2021	PARKS B- WATER TANK FOR	364.40
		Invoice Count	1 Total	364.40
Cheque 003836	Date 07/13/2021	Amount	308.32	
000140 CIBC VISA	Weather Tech-1908281	05/05/2021	PW- PARTS FOR 21-46	308.32
		Invoice Count	1 Total	308.32
Cheque 003837	Date 07/13/2021	Amount	21.46	
000140 CIBC VISA	Stainton's- 03401488	06/11/2021	REC PROGRAMS- SUPPLIES	21.46
		Invoice Count	1 Total	21.46
Cheque 003838	Date 07/13/2021	Amount	67.77	
000140 CIBC VISA	James Brown-2170305	06/11/2021	REC PROGRAMS- SUPPLIES	67.77
		Invoice Count	1 Total	67.77
Cheque 003839	Date 07/13/2021	Amount	39.61	
000140 CIBC VISA	Dollarama- 16860	06/11/2021	REC PROGRAMS- SUPPLIES	39.61
		Invoice Count	1 Total	39.61
Cheque 003840	Date 07/13/2021	Amount	82.15	

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000140 CIBC VISA	Walmart- 36221030008	06/14/2021	REC PROGRAMS- SUPPLIES	82.15
		Invoice Count	1 Total	82.15
Cheque 003841	Date 07/13/2021	Amount	16.33	
000140 CIBC VISA	Canada Post- 1323030	06/16/2021	SCOTT DRAIN - MAILING	16.33
		Invoice Count	1 Total	16.33
Cheque 003842	Date 07/13/2021	Amount	1,819.30	
000140 CIBC VISA	Gracious Living- 6-1	06/10/2021	LANDFILL- RECYCLING BINS	1,819.30
		Invoice Count	1 Total	1,819.30
Cheque 003843	Date 07/13/2021	Amount	53.14	
000140 CIBC VISA	Amazon- 6225818	06/01/2021	PW- DESK CALENDARS	53.14
		Invoice Count	1 Total	53.14
Cheque 003844	Date 07/13/2021	Amount	15.99	
000140 CIBC VISA	Spotify- June 2021	06/17/2021	FITNESS- MONTHLY SUBSCR	15.99
		Invoice Count	1 Total	15.99
Cheque 003845	Date 07/13/2021	Amount	16.99	
000140 CIBC VISA	Canva- 174627992	05/21/2021	REC ADMIN- ADVERTISING	16.99
		Invoice Count	1 Total	16.99
Cheque 003846	Date 07/13/2021	Amount	16.99	
000140 CIBC VISA	Canva- 17504995	06/21/2021	REC ADMIN- ADVERTISING	16.99
		Invoice Count	1 Total	16.99
Cheque 003847	Date 07/13/2021	Amount	98.31	
000140 CIBC VISA	HiMama- 16775	05/28/2021	DAY CARE- MONTHLY SUBSC	98.31
		Invoice Count	1 Total	98.31
Cheque 003848	Date 07/13/2021	Amount	144.58	
000140 CIBC VISA	Groove ID-48794	06/01/2021	FIRE- ID BADGES	144.58
		Invoice Count	1 Total	144.58
Cheque 003849	Date 07/13/2021	Amount	257.65	
000140 CIBC VISA	WPSG Inc- 2084625	06/08/2021	FIRE- EQUIP HOLD DOWN CL	257.65
		Invoice Count	1 Total	257.65
Cheque 003850	Date 07/13/2021	Amount	22.54	
000140 CIBC VISA	Cisco Systems- 8972	05/24/2021	ADMIN- CISCO WEBEX- STAR	22.54
		Invoice Count	1 Total	22.54
Cheque 003851	Date 07/13/2021	Amount	100.57	

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000140 CIBC VISA	Apple Store- W829825	05/28/2021	CAMPGRD B- CABLES/ADPA1	100.57
			Invoice Count 1 Total	100.57
Cheque 003852	Date 07/13/2021	Amount 621.50		
000140 CIBC VISA	ORFA- 31024	06/07/2021	REC ADMIN- TRAINING	621.50
			Invoice Count 1 Total	621.50
Cheque 003853	Date 07/13/2021	Amount 109.68		
000140 CIBC VISA	Amazon- 8734628	06/14/2021	REC PROGRAMS - SUPPLIES	109.68
			Invoice Count 1 Total	109.68
Cheque 003854	Date 07/13/2021	Amount 203.40		
000140 CIBC VISA	AMO- 84478	06/01/2021	COUNCIL- LAND USE PLANNI	203.40
			Invoice Count 1 Total	203.40
Cheque 003855	Date 07/13/2021	Amount 30.45		
000140 CIBC VISA	Digital River- 1836	05/27/2021	ADMIN- CISCO WEBEX PLUS	30.45
			Invoice Count 1 Total	30.45
Cheque 003856	Date 07/13/2021	Amount 33.98		
000140 CIBC VISA	Amazon- 31234651	05/28/2021	FITNESS- I-PHONE CHARGE	33.98
			Invoice Count 1 Total	33.98
Cheque 003857	Date 07/13/2021	Amount 88.14		
000140 CIBC VISA	CanFitPro- 179680	06/16/2021	FITNESS- MEMBERSHIP- LEX	88.14
			Invoice Count 1 Total	88.14
Cheque 003858	Date 07/13/2021	Amount 193.00		
000140 CIBC VISA	Amazon- 0144224	06/02/2021	REC PROGRAMS- SUPPLIES	193.00
			Invoice Count 1 Total	193.00
Cheque 003859	Date 07/13/2021	Amount 128.23		
000140 CIBC VISA	Sportchek- 100234966	06/15/2021	REC PROGRAM- SUPPLIES	128.23
			Invoice Count 1 Total	128.23
Cheque 003860	Date 07/13/2021	Amount 18.99		
000140 CIBC VISA	GoDaddy-6-17-2021	06/17/2021	ADMIN- WEBSITE DOMAIN	18.99
			Invoice Count 1 Total	18.99
Cheque 003861	Date 07/13/2021	Amount 5,500.60		
000427 MINISTER OF FINANCE	6-30-2021	06/30/2021	JUNE 2021 EHT REMITTANCE	5,500.60
			Invoice Count 1 Total	5,500.60
Cheque 003862	Date 07/15/2021	Amount 75.58		

Accounts Payable

Paid Invoice History By Cheque Report - INTERNET/PRE-AUTHORIZED 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003295 GLOBAL PAYMENTS	1380	06/30/2021	AFDMIN- DEBIT MACHINE FEI	75.58
			Invoice Count 1 Total	75.58
Cheque 003863	Date 07/15/2021	Amount	96.85	
003295 GLOBAL PAYMENTS	7772	06/30/2021	LANDFILL- DEBIT MACHINE F	96.85
			Invoice Count 1 Total	96.85
Cheque 003864	Date 07/15/2021	Amount	158.26	
003295 GLOBAL PAYMENTS	904	06/30/2021	REC ADMIN- CLASS DEBIT M	158.26
			Invoice Count 1 Total	158.26
Cheque 003865	Date 07/16/2021	Amount	89.19	
000687 WESTARIO POWER INC.	2104668162	06/22/2021	346 KWH- JOSEPHINE ST LIG	89.19
			Invoice Count 1 Total	89.19
Cheque 003866	Date 07/16/2021	Amount	167.25	
000687 WESTARIO POWER INC.	2104668160	06/22/2021	834 KWH- LIBRARY W	167.25
			Invoice Count 1 Total	167.25
Report Total				68,327.40

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 506855 Date 07/16/2021 Amount 65.87				
001987 ALLSTREAM BUSINESS INC.	1726358-21670770	06/28/2021	PW-EW- PHONE	65.87
			Invoice Count 1 Total	65.87
Cheque 506856 Date 07/16/2021 Amount 109.61				
002647 APPLIANCE DOCTOR	8036	06/13/2021	EARLY LEARNING- FREEZER	109.61
			Invoice Count 1 Total	109.61
Cheque 506857 Date 07/16/2021 Amount 244.08				
003361 ART'S LANDSCAPING,NURSERY & GAR	070721GC	07/07/2021	CAMPGROUND B- TOPSOIL	244.08
			Invoice Count 1 Total	244.08
Cheque 506858 Date 07/16/2021 Amount 316.40				
003573 ARTECH SIGNS & GRAPHICS LTD	39810	07/02/2021	FIRE- NAME PLATES	316.40
			Invoice Count 1 Total	316.40
Cheque 506859 Date 07/16/2021 Amount 261.69				
004969 ASHLEY FORSTER	7-7-2021	07/07/2021	REC PROGRAMS- SUPPLIES	261.69
			Invoice Count 1 Total	261.69
Cheque 506860 Date 07/16/2021 Amount 10,659.27				
000073 B M ROSS AND ASSOCIATES LTD	20869	07/09/2021	HUTTON HEIGHTS- DESIGN V	6,103.13
000073 B M ROSS AND ASSOCIATES LTD	20876	07/09/2021	TRAILER PARKS DEVELOPM	3,325.79
000073 B M ROSS AND ASSOCIATES LTD	20887	07/09/2021	ROADS - CARLING TERRACE	1,230.35
			Invoice Count 3 Total	10,659.27
Cheque 506861 Date 07/16/2021 Amount 1,235.27				
000072 BLYTH PRINTING INC.	34246	06/18/2021	REC- CAPITAL RINC PROJEC	1,235.27
			Invoice Count 1 Total	1,235.27
Cheque 506862 Date 07/16/2021 Amount 801.18				
005058 BLYTH ULTRAMAR 42458	650240	06/23/2021	PW- FUEL FOR 07-14	126.00
005058 BLYTH ULTRAMAR 42458	651338	06/25/2021	PW- FUEL FOR 11-27	15.86
005058 BLYTH ULTRAMAR 42458	653868	06/29/2021	PW- FUEL FOR 11-27	29.99
005058 BLYTH ULTRAMAR 42458	654396	06/30/2021	PW- FUEL FOR 11-27	16.24
005058 BLYTH ULTRAMAR 42458	655549	07/02/2021	PW- FUEL FOR 15-34	96.02
005058 BLYTH ULTRAMAR 42458	655909	07/02/2021	PW- FUEL FOR 11-27	16.50
005058 BLYTH ULTRAMAR 42458	657964	07/05/2021	FUEL FOR 21-07	213.00
005058 BLYTH ULTRAMAR 42458	659198	07/07/2021	PW- WEDEATER FUEL	31.27
005058 BLYTH ULTRAMAR 42458	662709	07/12/2021	PW- FUEL FOR 11-27	22.15
005058 BLYTH ULTRAMAR 42458	663059	07/13/2021	PW- FUEL FOR 07-14	129.01
005058 BLYTH ULTRAMAR 42458	645923	07/16/2021	PW- FUEL FOR 21-46	105.14
			Invoice Count 11 Total	801.18
Cheque 506863 Date 07/16/2021 Amount 160.00				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
001557 CAROL MACPHERSON	7-5-2021	07/05/2021	DAY CARE- CECE MEMBERSI	160.00
		Invoice Count	1 Total	160.00
Cheque 506864	Date 07/16/2021	Amount	299.45	
002016 CENTRA DOOR NORTH COMPANY LTD	4909	06/18/2021	PW- REPAIRS TO SHOP DOO	299.45
		Invoice Count	1 Total	299.45
Cheque 506865	Date 07/16/2021	Amount	80.01	
003919 CINTAS CANADA LIMITED	4089442756	07/08/2021	PW-FIRE- GRAY MAT RENTAL	80.01
		Invoice Count	1 Total	80.01
Cheque 506866	Date 07/16/2021	Amount	2,391.03	
004851 COLVOY ENTERPRISES 2012 LTD	48739	06/18/2021	PW- PARTS FOR 18-25	2,391.03
		Invoice Count	1 Total	2,391.03
Cheque 506867	Date 07/16/2021	Amount	3,232.93	
004852 CONTINUIT CORP.	65061797**	06/17/2021	REC-FUSION SOFTWARE WC	508.50
004852 CONTINUIT CORP.	65061958**	07/08/2021	ADMIN- SERVER LICENCE	2,667.93
004852 CONTINUIT CORP.	65061964**	07/08/2021	ADMIN- HEADSET	56.50
		Invoice Count	3 Total	3,232.93
Cheque 506868	Date 07/16/2021	Amount	6,242.00	
000159 CORPORATION OF THE COUNTY OF HI	5-26-2021	05/26/2021	ROADS- HOGWEED CONTRO	4,200.00
000159 CORPORATION OF THE COUNTY OF HI	2nd 1/4 2021	06/30/2021	PLANNING FEES- APR- JUNE	2,042.00
		Invoice Count	2 Total	6,242.00
Cheque 506869	Date 07/16/2021	Amount	1,836.25	
004606 CUT-RITE TREE SERVICE	20210705	07/05/2021	ROADS- TREE CUTTING	1,836.25
		Invoice Count	1 Total	1,836.25
Cheque 506870	Date 07/16/2021	Amount	6,810.14	
000173 DA-LEE DUST CONTROL	83608	05/18/2021	ROADS- CALCIUM CHLORIDE	6,810.14
		Invoice Count	1 Total	6,810.14
Cheque 506871	Date 07/16/2021	Amount	1,152.94	
004803 DEAMS HOLDINGS INC.	1792	07/01/2021	LIBRARY B- RENT	1,152.94
		Invoice Count	1 Total	1,152.94
Cheque 506872	Date 07/16/2021	Amount	1,043.48	
000186 DELTA ELEVATOR COMPANY LTD	9242401	07/01/2021	TOWN HALL - ELEVATOR MAI	522.41
000186 DELTA ELEVATOR COMPANY LTD	9242402	07/01/2021	COMPLEX - ELEVATOR MAIN	521.07
		Invoice Count	2 Total	1,043.48
Cheque 506873	Date 07/16/2021	Amount	279.86	
002183 DONNELLY & MURPHY	1676	05/21/2021	RUTLING HOLDINGS- SITE PL	139.77

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
002183 DONNELLY & MURPHY	1848	05/27/2021	RUTLING HOLDINGS - SITE P	140.09
		Invoice Count	2 Total	279.86
Cheque 506874	Date 07/16/2021	Amount	203.40	
004965 DRR EXCAVATING	2140	07/12/2021	CEMETERY WINGHAM- GRAV	203.40
		Invoice Count	1 Total	203.40
Cheque 506875	Date 07/16/2021	Amount	2,034.00	
004399 FLUENT INFORMATION MANAGEMENT	5995	07/01/2021	FIRE- PAGING APP SUBSCRI	2,034.00
		Invoice Count	1 Total	2,034.00
Cheque 506876	Date 07/16/2021	Amount	8,758.56	
000074 FOXTON FUELS LIMITED	477018	06/01/2021	LANDFILL- COMPACTOR FUE	356.18
000074 FOXTON FUELS LIMITED	477152	06/03/2021	PW- BLYTH- DYED DIESEL	2,002.73
000074 FOXTON FUELS LIMITED	477422	06/08/2021	LANDFILL - COMPACTOR FUE	369.51
000074 FOXTON FUELS LIMITED	477866	06/15/2021	LANDFILL- COMPACTOR FUE	353.08
000074 FOXTON FUELS LIMITED	478177	06/18/2021	PW- WINGHAM- DYED DIESEI	1,666.77
000074 FOXTON FUELS LIMITED	478317	06/22/2021	LANDFILL- COMPACTOR FUE	302.08
000074 FOXTON FUELS LIMITED	479719	06/29/2021	LANDFILL- COMPACTOR FUE	370.61
000074 FOXTON FUELS LIMITED	479234	06/30/2021	PW- ESCAPE FUEL	48.49
000074 FOXTON FUELS LIMITED	479288	06/30/2021	FIRE- JUNE FUEL	239.61
000074 FOXTON FUELS LIMITED	479417	06/30/2021	CEMETERY -FUEL	221.48
000074 FOXTON FUELS LIMITED	479638	06/30/2021	PW- JUNE FUEL	867.09
000074 FOXTON FUELS LIMITED	479736	06/30/2021	PW-EW- DYED DIESEL	1,960.93
		Invoice Count	12 Total	8,758.56
Cheque 506877	Date 07/16/2021	Amount	332.50	
005356 GALLAGHER BENEFIT SERVICES (CAN	9697	06/30/2021	ADMIN- PROFESSIONAL FEEI	332.50
		Invoice Count	1 Total	332.50
Cheque 506878	Date 07/16/2021	Amount	5,761.31	
004786 HICKS MORLEY HAMILTON STEWART	575456	06/30/2021	ADMIN- LEGAL FEES	292.11
004786 HICKS MORLEY HAMILTON STEWART	575457	06/30/2021	ADMIN- LEGAL FEES	5,469.20
		Invoice Count	2 Total	5,761.31
Cheque 506879	Date 07/16/2021	Amount	654.14	
000274 HORTON'S DAIRY	47352	06/22/2021	DAY CARE- DAIRY SUPPLIES	167.36
000274 HORTON'S DAIRY	47609	06/29/2021	DAY CARE- DAIRY SUPPLIES	119.36
000274 HORTON'S DAIRY	477921	07/06/2021	DAY CARE- DAIRY SUPPLIES	187.96
000274 HORTON'S DAIRY	48037	07/13/2021	DAY CARE- DAIRY SUPPLIES	179.46
		Invoice Count	4 Total	654.14
Cheque 506880	Date 07/16/2021	Amount	173.50	
003281 HOWSON TRANSPORTATION INC	3313984	06/30/2021	FIRE- JUNE FUEL	173.50
		Invoice Count	1 Total	173.50
Cheque 506881	Date 07/16/2021	Amount	1,450.58	

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000284 HURON PERTH CATHOLIC DISTRICT S	101430	07/01/2021	EARLY LEARNING- SITE REN'	1,450.58
		Invoice Count	1 Total	1,450.58
Cheque 506882	Date 07/16/2021	Amount	135.60	
005509 HURON TOILET RENTALS LTD	171	07/06/2021	LANDFILL- PORTABLE TOILE'	135.60
		Invoice Count	1 Total	135.60
Cheque 506883	Date 07/16/2021	Amount	19,326.27	
000296 IDEAL SUPPLY INC.	2352304	03/08/2021	FIRE- HALOGEN BULBS	13.55
000296 IDEAL SUPPLY INC.	2363708	03/11/2021	FIRE- BATTERIES	90.34
000296 IDEAL SUPPLY INC.	2735042	06/15/2021	STREETLIGHTS- INSURANCE	18,872.41
000296 IDEAL SUPPLY INC.	2745993	06/17/2021	PW- PARTS FOR 15-50	52.87
000296 IDEAL SUPPLY INC.	2795949	06/30/2021	PW- BATTERIES	281.37
000296 IDEAL SUPPLY INC.	2838341	07/13/2021	FIRE- BATTERIES FOR SCBA'	15.73
		Invoice Count	6 Total	19,326.27
Cheque 506884	Date 07/16/2021	Amount	441.42	
000322 JOE KERR LTD	1000016286	06/08/2021	ROADS- A GRAVEL	441.42
		Invoice Count	1 Total	441.42
Cheque 506885	Date 07/16/2021	Amount	2,563.84	
000321 JOE'S AUTOMOTIVE	45350	06/01/2021	PW- REPAIRS TO 09-23	203.40
000321 JOE'S AUTOMOTIVE	45351	06/01/2021	PW- REPAIRS TO 07-18	613.59
000321 JOE'S AUTOMOTIVE	45358	06/03/2021	PW- REPAIRS TO 09-22	289.28
000321 JOE'S AUTOMOTIVE	45411	06/22/2021	PW- REPAIRS TO 15-35	966.15
000321 JOE'S AUTOMOTIVE	45424	06/28/2021	PW- REPAIRS TO 20-02	285.33
000321 JOE'S AUTOMOTIVE	45425	06/28/2021	PW- REPAIRS TO 07-13	206.09
		Invoice Count	6 Total	2,563.84
Cheque 506886	Date 07/16/2021	Amount	18.70	
004507 KELSEY STRONG	7-5-2021	07/05/2021	DAY CARE- CLASS SUPPLIES	18.70
		Invoice Count	1 Total	18.70
Cheque 506887	Date 07/16/2021	Amount	890.80	
004856 KEPPELCREEK	1352	06/30/2021	PROPERTY STANDARDS/MIL	890.80
		Invoice Count	1 Total	890.80
Cheque 506888	Date 07/16/2021	Amount	469.67	
000352 KITSUPPLY	163953	07/13/2021	DAY CARE- JANITORIAL SUPI	469.67
		Invoice Count	1 Total	469.67
Cheque 506889	Date 07/16/2021	Amount	99.44	
003506 LESLIE MOTORS LTD	SO948503	07/08/2021	REC- REPAIRS TO 08-49	99.44
		Invoice Count	1 Total	99.44
Cheque 506890	Date 07/16/2021	Amount	1,290.78	
000372 LIFESAVING SOCIETY	188236	06/24/2021	AQUATICS - NAT LIFEGUARD	239.75

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000372 LIFESAVING SOCIETY	M145324	06/25/2021	AQUATICS - TRAINING SUPPL	648.78
000372 LIFESAVING SOCIETY	188510	06/28/2021	AQUATICS- CPR/FIRST AID	72.25
000372 LIFESAVING SOCIETY	188525	06/28/2021	AQUATICS - INSTANT AWARE	330.00
Invoice Count 4 Total				1,290.78
Cheque 506891 Date 07/16/2021 Amount 935.64				
003733 LLOYD COLLINS CONSTRUCTION LTD	8251912	07/08/2021	ROADS- TOPSOIL- ARENA DI	935.64
Invoice Count 1 Total				935.64
Cheque 506892 Date 07/16/2021 Amount 180.00				
000389 MAITLAND VALLEY CONSERVATION	9049	07/08/2021	WHITFIELD DRAIN REVIEW	180.00
Invoice Count 1 Total				180.00
Cheque 506893 Date 07/16/2021 Amount 940.77				
000388 MAITLAND WELDING & MACHINING	22846	05/05/2021	PW- BOLTS FOR 10-24	39.60
000388 MAITLAND WELDING & MACHINING	22847	05/07/2021	DAM BOARDS HARDWARE	901.17
Invoice Count 2 Total				940.77
Cheque 506894 Date 07/16/2021 Amount 262.30				
002258 MARIA WALDEN	7-2-2021	07/02/2021	EARLY ON- SUPPLIES- CECE	262.30
Invoice Count 1 Total				262.30
Cheque 506895 Date 07/16/2021 Amount 1,585.00				
000421 MICROAGE BASICS	100420468	06/04/2021	ADMIN- OFFICE SUPPLIES	230.42
000421 MICROAGE BASICS	479299	06/04/2021	ADMIN- DESKTOP ORGANIZE	22.58
000421 MICROAGE BASICS	100420765	06/08/2021	REC ADMIN- OFFICE SUPPLIE	13.54
000421 MICROAGE BASICS	100420766	06/08/2021	ADMIN- ASUS MONITOR- HR	258.77
000421 MICROAGE BASICS	100420932	06/09/2021	DAY CARE- OFFICE SUPPLIE	457.11
000421 MICROAGE BASICS	100420942	06/09/2021	REC ADMIN- PAPER, PENS	49.69
000421 MICROAGE BASICS	100420958	06/09/2021	DAY CARE- LASER CARTRIDG	175.14
000421 MICROAGE BASICS	479790	06/14/2021	ADMIN- RETURN MONITOR	-197.74
000421 MICROAGE BASICS	100421947	06/17/2021	REC ADMIN- LETTER FOLDE	18.97
000421 MICROAGE BASICS	100422016	06/17/2021	REC ADMIN- LAMINATING PO	127.44
000421 MICROAGE BASICS	100422466	06/21/2021	EARLY ON- OFFICE SUPPLIE	327.63
000421 MICROAGE BASICS	100422754	06/23/2021	DAY CARE - CASE OF PAPER	42.70
000421 MICROAGE BASICS	100423544	06/29/2021	LANDFILL- THERMAL ROLLS	58.75
Invoice Count 13 Total				1,585.00
Cheque 506896 Date 07/16/2021 Amount 11,590.98				
005453 MONTEITH BROWN PLANNING CONSU	15746	06/15/2021	REC ADMIN STUDIES-MASTE	11,590.98
Invoice Count 1 Total				11,590.98
Cheque 506897 Date 07/16/2021 Amount 5,085.00				
003890 MTE CONSULTANTS INC	49245-10001	06/30/2021	423 & 435 MILL ST RSC	5,085.00
Invoice Count 1 Total				5,085.00
Cheque 506898 Date 07/16/2021 Amount 5,561.57				
000444 MUNICIPALITY OF MORRIS TURNBERR	11080	06/16/2021	ELLISON MUNIC DR- MAINTEN	3,526.65

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000444 MUNICIPALITY OF MORRIS TURNBERR	11131	06/16/2021	KELLY MUNICIPAL DR- MAIN1	1,331.86
000444 MUNICIPALITY OF MORRIS TURNBERR	112136	06/22/2021	GRASBY MUNICIPAL DR- MAI	703.06
Invoice Count 3 Total				5,561.57
Cheque 506899 Date 07/16/2021 Amount 131.42				
004173 MURRAY D KEITH B.A.	36418	06/04/2021	MILL STREET BLYTH- SEARC	131.42
Invoice Count 1 Total				131.42
Cheque 506900 Date 07/16/2021 Amount 493.25				
000642 NORTH HURON PUBLISHING INC	109132	06/30/2021	JUNE ADVERTISING	493.25
Invoice Count 1 Total				493.25
Cheque 506901 Date 07/16/2021 Amount 41,039.20				
000473 OMERS	June 2021	06/30/2021	JUNE 2021 REMITTANCE	41,039.20
Invoice Count 1 Total				41,039.20
Cheque 506902 Date 07/16/2021 Amount 170.63				
000498 ORKIN CANADA CORPORATION	C2637933	07/07/2021	LANDFILL- PEST CONTROL	170.63
Invoice Count 1 Total				170.63
Cheque 506903 Date 07/16/2021 Amount 979.71				
003189 PAUL COOK ELECTRIC	4194	06/14/2021	INSURANCE- POLE INSTALLA	979.71
Invoice Count 1 Total				979.71
Cheque 506904 Date 07/16/2021 Amount 86.86				
005063 PBJ CLEANING DEPOT INC.	I0009607	06/29/2021	FIRE/PW- FOAMING HAND W/	74.44
005063 PBJ CLEANING DEPOT INC.	I0009608	06/29/2021	FIRE/PW- DUST MOP HEAD	12.42
Invoice Count 2 Total				86.86
Cheque 506905 Date 07/16/2021 Amount 65.52				
001974 PEAVEY INDUSTRIES LP	9364	07/12/2021	PW- PARTS FOR 07-13	65.52
Invoice Count 1 Total				65.52
Cheque 506906 Date 07/16/2021 Amount 846.82				
004849 PITNEY BOWES LEASING	3201757771	07/09/2021	FOLDING MACHINE - LEASE F	846.82
Invoice Count 1 Total				846.82
Cheque 506907 Date 07/16/2021 Amount 3,243.07				
000542 R.J. BURNSIDE & ASSOCIATES	300050829.0000-10	07/09/2021	CHARTER MUNC DRAIN- ENG	3,243.07
Invoice Count 1 Total				3,243.07
Cheque 506908 Date 07/16/2021 Amount 26.97				
000522 RACHELLE GERRIE	6-15-2021	06/15/2021	REC ADMIN- COFFEE SUPPLI	26.97
Invoice Count 1 Total				26.97

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 506909 Date 07/16/2021 Amount 559.15				
004609 RADAR AUTO PARTS- BRUSSELS	5341-320028	06/14/2021	PW- PARTS FOR 12-30	559.15
			Invoice Count 1 Total	559.15
Cheque 506910 Date 07/16/2021 Amount 305.10				
000539 RINTOULS POOLS AND SPAS	85590	06/08/2021	POOL W- KLEAN SURFACE	305.10
			Invoice Count 1 Total	305.10
Cheque 506911 Date 07/16/2021 Amount 356.98				
002355 ROBERT'S FARM EQUIPMENT	P98363	07/12/2021	PW- PARTS FOR 14-33 & 07-1	356.98
			Invoice Count 1 Total	356.98
Cheque 506912 Date 07/16/2021 Amount 401.10				
000272 RONA HODGINS	210105	06/05/2021	CEMETERY- HOSE CLAMP, FI	36.59
000272 RONA HODGINS	310562	06/11/2021	PARKS- PAINT	72.31
000272 RONA HODGINS	310622	06/11/2021	PARKS-CONCRETE BLOCKS,	24.30
000272 RONA HODGINS	310626	06/11/2021	PARKS - CONCRETE BRICKS	-4.52
000272 RONA HODGINS	311243	06/21/2021	TOWN HALL- MOTAR MIX, GR	22.22
000272 RONA HODGINS	311504	06/23/2021	TOWN HALL- WINDOW MATEI	20.06
000272 RONA HODGINS	311582	06/24/2021	FIRE W- ELBOW, PVC CEMEN	7.66
000272 RONA HODGINS	311668	06/25/2021	TOWN HALL- WINDOW CAULI	56.88
000272 RONA HODGINS	311840	06/28/2021	PW- SCREWS, ANCHORS	41.62
000272 RONA HODGINS	311927	06/29/2021	PW- CONCRETE MIXER, BRO	50.94
000272 RONA HODGINS	312070	06/30/2021	TOWN HALL WINDOWS- MATI	73.04
			Invoice Count 11 Total	401.10
Cheque 506913 Date 07/16/2021 Amount 233.91				
005083 RONA HODGINS- FIRE DEPARTMENT	310443	06/09/2021	FIRE- SAFETY SIGNS	233.91
			Invoice Count 1 Total	233.91
Cheque 506914 Date 07/16/2021 Amount 212.98				
002640 SCHMIDT'S POWER EQUIPMENT	39472	06/04/2021	PARKS- REPAIRS TO TRIMME	24.10
002640 SCHMIDT'S POWER EQUIPMENT	39786	06/21/2021	PARKS- HELMETS	188.88
			Invoice Count 2 Total	212.98
Cheque 506915 Date 07/16/2021 Amount 6,767.54				
004330 SEPOY WIRING	16380	06/28/2021	DAY CARE- WALL HEATER	1,074.63
004330 SEPOY WIRING	16432	07/09/2021	FIRE- HYDRO FOR TRAINGIN	5,692.91
			Invoice Count 2 Total	6,767.54
Cheque 506916 Date 07/16/2021 Amount 915.30				
002906 SOLID GROUND LANDSCAPING	1456	06/30/2021	PARKS- BLACK MULCH	915.30
			Invoice Count 1 Total	915.30
Cheque 506917 Date 07/16/2021 Amount 759.07				
000602 STANTON HARDWARE	316123	06/01/2021	DAY CARE- CLEANING SUPPI	25.49
000602 STANTON HARDWARE	316164	06/03/2021	COMPLEX- SPRAY PAINT, TA	35.56

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000602 STANTON HARDWARE	316206	06/07/2021	PARKS - TANK SPRAYER	44.06
000602 STANTON HARDWARE	316251	06/08/2021	DAY CARE- CABINET LOCKS	16.93
000602 STANTON HARDWARE	316263	06/09/2021	COVID- EXTENSION CORDS	252.42
000602 STANTON HARDWARE	316378	06/15/2021	PARKS- CABLE TIES, GFI, LIN	51.22
000602 STANTON HARDWARE	316420	06/17/2021	DAY CARE- WINDEX	10.72
000602 STANTON HARDWARE	316423	06/17/2021	PW- BATTERIES, STRAINER	41.79
000602 STANTON HARDWARE	316446	06/18/2021	TOWN HALL- WATER, LIGHT I	13.10
000602 STANTON HARDWARE	316454	06/18/2021	LANDFILL- SECURITY SNAPS	41.18
000602 STANTON HARDWARE	316497	06/22/2021	COMPLEX- FEDERAL SIGN	19.36
000602 STANTON HARDWARE	316498	06/22/2021	LIBRARY- WATER TAP	21.45
000602 STANTON HARDWARE	316503	06/22/2021	TOWN HALL- PAINTER TAPE	19.20
000602 STANTON HARDWARE	316510	06/22/2021	EARLY LEARNING- HOOKS, M	42.35
000602 STANTON HARDWARE	316552	06/24/2021	DAY CARE- GARBAGE CANS,	95.45
000602 STANTON HARDWARE	316553	06/24/2021	DAY CARE- BATTERIES	22.59
000602 STANTON HARDWARE	316609	06/28/2021	COMPLEX- GRAPHITE POWD	6.20
Invoice Count 17 Total				759.07
Cheque 506918 Date 07/16/2021 Amount 514.63				
000604 STAPLETON INTERIORS	6279	05/06/2021	COMPLEX - PAINT, PAINT SU	288.65
000604 STAPLETON INTERIORS	6317	06/17/2021	TOWN HALL- WINDOW PAINT	225.98
Invoice Count 2 Total				514.63
Cheque 506919 Date 07/16/2021 Amount 649.17				
000620 SWAN DUST CONTROL LTD	5831969	05/04/2021	DAY CARE- GREY MAT RENT.	27.50
000620 SWAN DUST CONTROL LTD	5832172	05/04/2021	COMPLEX- MATS/DUST MOP	105.23
000620 SWAN DUST CONTROL LTD	5841678	05/18/2021	COMPLEX- MATS/DUST MOP	105.23
000620 SWAN DUST CONTROL LTD	5848755	06/01/2021	TOWN HALL- GREY MAT REN	34.01
000620 SWAN DUST CONTROL LTD	5848950	06/01/2021	COMPLEX- MATS/DUST MOP	105.23
000620 SWAN DUST CONTROL LTD	5858308	06/15/2021	COMPLEX- MATS/DUST MOP	105.23
000620 SWAN DUST CONTROL LTD	5865353	06/29/2021	TOWN HALL - GREY MAT REN	34.01
000620 SWAN DUST CONTROL LTD	5865354	06/29/2021	DAY CARE- GREY MAT RENT.	27.50
000620 SWAN DUST CONTROL LTD	5865545	06/29/2021	COMPLEX- MATS, DUST MOP	105.23
Invoice Count 9 Total				649.17
Cheque 506920 Date 07/16/2021 Amount 340.69				
000638 THE WORKSHOP	713652	06/28/2021	PW- SAFETY T-SHIRTS/HATS	340.69
Invoice Count 1 Total				340.69
Cheque 506921 Date 07/16/2021 Amount 75.00				
003532 TRULY NOLEN	V57666	07/13/2021	MUSEUM- PEST CONTROL	75.00
Invoice Count 1 Total				75.00
Cheque 506922 Date 07/16/2021 Amount 226.00				
005491 VDB CLEANING SERVICES	801	07/05/2021	FIRE/PW- JANITORIAL SERVI	113.00
005491 VDB CLEANING SERVICES	818	07/08/2021	FIRE/PW- JANITORIAL SERVI	113.00
Invoice Count 2 Total				226.00
Cheque 506923 Date 07/16/2021 Amount 28,454.18				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
001735 WASTE MANAGEMENT	0608951-0256-8	07/02/2021	JUNE - WASTE/RECYCLING	28,454.18
Invoice Count 1 Total				28,454.18
Cheque 506924 Date 07/16/2021 Amount 1,430.87				
000685 WATSON'S HOME HARDWARE	BK2111	06/01/2021	FIRE- GARDEN HOSE HANGE	144.05
000685 WATSON'S HOME HARDWARE	BK2161	06/01/2021	CAMPGRD B- INSECTICIDE	29.36
000685 WATSON'S HOME HARDWARE	BK2329	06/03/2021	CAMPGRD B- PHILLIPS BITS	6.98
000685 WATSON'S HOME HARDWARE	BK2393	06/04/2021	CAMPGRD B- LIGHT BULB	7.89
000685 WATSON'S HOME HARDWARE	BK2708	06/07/2021	PW- RATCHET STRAPS	79.08
000685 WATSON'S HOME HARDWARE	BK2826	06/08/2021	PW-PARTS FOR 03-45	7.33
000685 WATSON'S HOME HARDWARE	BK3188	06/11/2021	PW- SHARKBITE COUPLING	22.02
000685 WATSON'S HOME HARDWARE	BK3192	06/11/2021	ARENA/ CAMPGRND B- PLYW	162.96
000685 WATSON'S HOME HARDWARE	BK3200	06/11/2021	CAMPGRD B- LIGHT BULBS	40.54
000685 WATSON'S HOME HARDWARE	BK3237	06/11/2021	CAMPGRD B- HOLE SAW	36.15
000685 WATSON'S HOME HARDWARE	BK3254	06/12/2021	CAMPGRD B- FAUCET	160.11
000685 WATSON'S HOME HARDWARE	BK3627	06/16/2021	PARKS B- JERRY CAN	12.40
000685 WATSON'S HOME HARDWARE	BK3709	06/16/2021	ARENA SIGNS- LUMBER	401.67
000685 WATSON'S HOME HARDWARE	BK3713	06/16/2021	ARENA B- STAPLES	5.19
000685 WATSON'S HOME HARDWARE	BK4228	06/21/2021	ROADS - GARBAGE BAGS	18.07
000685 WATSON'S HOME HARDWARE	BK4277	06/22/2021	CAMPGRD B- 2 X 4 X 10'S	80.32
000685 WATSON'S HOME HARDWARE	BK4429	06/23/2021	PW- HEX BOLTS FOR 13-31	10.76
000685 WATSON'S HOME HARDWARE	BK4446	06/23/2021	PW- BOLTS FOR 13-31	-0.90
000685 WATSON'S HOME HARDWARE	BK4541	06/24/2021	ARENA B- MARKING PAINT	12.98
000685 WATSON'S HOME HARDWARE	BK4663	06/25/2021	PW- BLYTH SHOP SHELF- PA	47.98
000685 WATSON'S HOME HARDWARE	BK4867	06/28/2021	ROADS- MASONRY BIT, ANCH	17.46
000685 WATSON'S HOME HARDWARE	BK4876	06/28/2021	ROADS- DRILL BITS, MASONI	9.61
000685 WATSON'S HOME HARDWARE	BK4961	06/29/2021	ARENA B-POWER BIT SET	22.59
000685 WATSON'S HOME HARDWARE	BK5046	06/29/2021	PARKS B- SHINGLES- INFO B	75.43
000685 WATSON'S HOME HARDWARE	BK5184	06/30/2021	CAMPGRD B- BOLTS, NUTS, \	20.84
Invoice Count 25 Total				1,430.87
Cheque 506925 Date 07/16/2021 Amount 2,075.26				
000856 WEILER'S CLEANING & RESTORATION	12319617	06/30/2021	TH-LIBRARY- JANITORIAL SE	2,075.26
Invoice Count 1 Total				2,075.26
Cheque 506926 Date 07/16/2021 Amount 39.88				
002081 WINGHAM FOODLAND	725-600-9409	06/08/2021	EARLY ON- FOOD SUPPLIES	21.57
002081 WINGHAM FOODLAND	725-600-6436	06/30/2021	EARLY ON - FOOD SUPPLIES	14.02
002081 WINGHAM FOODLAND	725-600-523	07/12/2021	REC ADMIN- CREAM	4.29
Invoice Count 3 Total				39.88
Cheque 506927 Date 07/16/2021 Amount 439.07				
000720 WORK EQUIPMENT LTD	052061	07/05/2021	PW- PARTS FOR 06-43	439.07
Invoice Count 1 Total				439.07
Report Total				199,806.56

Accounts Payable

Paid Invoice History By Cheque Report - SEWER PRE-AUTHORIZED/PAP

Cheque Date 07/03/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 900378 Date 07/05/2021 Amount 710.18				
005538 WESTARIO POWER INC- SEWER	300313984	06/11/2021	4319 KWH- 120 JOSEPHINE S	710.18
			Invoice Count 1 Total	710.18
Cheque 900379 Date 07/05/2021 Amount 28.15				
005538 WESTARIO POWER INC- SEWER	300313986	06/11/2021	0 KWH- SEWER SIPHON	28.15
			Invoice Count 1 Total	28.15
Report Total				738.33



TOWNSHIP OF NORTH HURON

REPORT

Item No. RC-2021-11

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Vicky Luttenberger, Director of Recreation and Community Services
DATE: 19/07/2021
SUBJECT: RC-2021-11 Recreation & Community Services Activity Report from April – June 2021
ATTACHMENTS: Divisional Activity Reports

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Activity Report prepared by the Director of Recreation and Community Services, dated July 19, 2021, for information purposes.

EXECUTIVE SUMMARY

The information contained in this report is intended to provide Council with an overview of the activities and operations of the Recreation & Community Services department for the specified reporting period.

DISCUSSION

Attached to this report are the Quarterly Activity Reports for each division of the Recreation and Community Services Division for the second quarter of 2021. These reports provide an overview of staff's activities which are above and beyond normal day to day duties, facility operations, facility usage and other statistical information.

FINANCIAL IMPACT

The information contained in this report is for information purposes and does not have financial implications.

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

The recommendation in this report is related Goal #3: Governance and Modernization of the Strategic Plan. Being that "Our goal is to be fiscally sustainable, transparent, and a forward-thinking municipality that works with its residents and stakeholders through communications and community engagement.

Vicky Luttenberger, Director of
Recreation and Community Services

Dwayne Evans, CAO



Recreation and Community Services Dept. Quarterly Activity Report April – June 2021

Director of Recreation and Community Services

- Attended numerous internal and external meetings including, but not limited to, SMT, EOC, Museum Committee, Joint Health & Safety, Blyth Festival (Amphitheatre) and the SW Ontario Recreation Directors Meetings.
- Completed Project Management Training through Ward & Uptigrove.
- Researched information and prepared reports for Council.
- Worked with Rec staff and Finance staff to resolve payment processing issues with Chase and the new rec software provider.
- Worked with the consultant on the Parks, Recreation and Culture Master Plan. Attended meetings, provided information and participated in staff interviews. Reviewed draft of first section of the master plan regarding research information, trends analysis, and community survey results. Provided comments.
- Reviewed residential development plans in relation to recreation considerations and provided comment.
- Reviewed proposed H/R policies and provided comment.
- Worked with other members on SMT regarding the redeployment of rec staff.
- Researched information and provided input for the new Development Charges by-law.
- Began preparing the RFP to replace the Dektron unit.
- Assisted in the coordination of three vaccine clinics.
- Worked with recreation managers and supervisors, and the manager of child care regarding staff shortages due to employees on leave (STD, LTD and maternity leave).
- Continue to monitor the budget and investigating various funding opportunities.
- Staff continue to receive complaints regarding the resident and non-resident fee structure. Prior to closing for COVID-19 in 2020, there were 257 members on the pre-authorized payment list. As of the date of this report, there are now 98. Further, three members have filed formal complaints at Town Hall; two members cancelled their memberships; three members have notified staff of the pending cancellation of their membership; and two members have downgraded their membership. Non-resident usage makes up approximately 48% of our overall usage. If those participants choose not to return, there may be a financial impact on the 2021 budget.

Aquatics Division

- The Ontario Emergency Brake/Stay at Home Order forced the cancellation of the following programs that were scheduled for the spring:
 - 15 private lessons carried over from the winter session
 - 43 private lessons
 - 4 classes of Parent & Tot group lessons
 - Advanced Aquatic Courses
- **Advanced Aquatic Courses-** These courses were initially cancelled but were eventually deemed to be an essential service. With the permission of the Huron Perth Public Health Unit the courses were rescheduled and held. All of these courses are necessary to certify/recertify aquatic staff for outdoor pools and for our own staffing requirements. Prior to the start of the courses a Health Inspection of the facility is required. The inspection to allow for the Advanced Aquatic Courses was completed on Tuesday May 25, 2021.

The following advanced courses held were:

- Lifesaving Society (LSS) National Lifeguard Recertification Course
- LSS Learn to Swim Instructors Courses
- AQX (AquaFit Course)

In order to run these courses all registered candidates were contacted by email to confirm their intent on attending these new dates. Candidate letters were prepared and emailed outlining the COVID restrictions and protocols that would be in place during the courses. All course outlines had to be updated in order to meet all COVID restrictions.

In addition, the Aquatics Supervisor is mentoring a senior instructor lifeguard on becoming an Instructor Trainer for Lifesaving Learn to Swim Instructor's course. Several meetings were held.

- **Summer Staff Training-**In addition, to the above mentioned courses, aquatic staff training sessions were deemed an essential service and to facilitate an expeditious re-opening of the aquatic center when allowed, summer staff training was completed in May and June. Training topics required to be covered included Standard First Aid/CPR C with Bag Valve Mask training (COVID requirement), National Lifeguard skills, guard situations and responses (with COVID requirements), Aquatic Policy and Procedures plus COVID Policy and Procedures.
- **Aquatic Staffing -** In anticipation of the province allowing the indoor pool to re-open this summer, a virtual summer staff hiring process was undertaken. In May, staff completed virtual fall staff interviews

- **Virtual Meetings attended:**
 - Recreation & Community Services Supervisory Meetings
 - Aquatic Zone Meetings with Hanover, Kincardine Davidson Centre, Port Elgin, YMCA Owen Sound
 - Master Plan- participated in staff interview sessions and ongoing meetings
- **LSS Webinars participated in:**
 - LSS Revenue Generating Ideas
 - Staff Shortage Solutions
 - Annual LSS Affiliate Meeting
- **Networking:**
 - Abbi Corbett- Brussels – contacted me about the Lifesaving Society’s Learn to Swim program and the training needed for her staff
 - Lissa Bernard- Vanastra-contacted me about how to run aquatic advanced courses under COVID
- **Fusion Aquatic Rental Contract** - worked with Fitness Supervisor to develop a new Aquatic Facility Rental Contract for the new recreation software program.
- **Completed Summer Program Planning**
 - Advanced Courses were held to ensure adequate staffing levels are available over the next few years for the Aquatic Centre.
 - Met with the Marketing and Promotions Assistant to develop a series of Facebook posts regarding aquatic advanced programs
 - Contacted past swimming lesson participants to promote becoming an Instructor Lifeguard
 - Developed outdoor dry land water safety activities for the Surf & Turf Day Camp week
 - Finalized summer pool schedule and staff schedule in hopes of reopening in July
- **Parks, Recreation & Culture Master Plan**
 - Participated in virtual meetings
 - Reviewed and provided comments on research information completed
- **New Initiative- Public Education Water Safety-** in response to the increased number of water and backyard pool drownings in the area, and because staff are not able to offer the Learn to Swim Program, which includes “water safety awareness and tips”, the Aquatic Supervisor has been working with the Marketing & Promotion Assistant to develop and launch weekly North Huron Recreation Facebook posts on Water Safety Education for parents, teens and young adults.

- **Business Improvement Associations (BIA's)**
 - During the provincial closure, the Aquatics Supervisor has been assisting administration staff with priority tasks
 - Met virtually with the Clerk and Director of Finance to assist with the review and development of updated BIA constitutions
 - Reviewed current BIA constitutions/bylaws for Wingham and Blyth
 - Contacted Kay Matthews, BIA's of Ontario, to conduct research and obtain examples of BIA constitutions/bylaws from similar sized municipalities
 - Reviewed sample constitutions received from Kay Matthews

Facilities Division

- Opened and maintained splash pad daily
- Clean and disinfected public washrooms twice daily
- Conducted inspections and maintained park pavilions, gazebos, tennis courts, playground structures volleyball courts, basketball courts and skate board park daily
- Picked up garbage and broken glass, raked wood chips and picked weeds at playground structures and courts
- Painted poles and installed backboards and chain mesh hoops on basketball courts
- Tilled sand volleyball court and installed net
- Repainted walls of Lions Pavilion due to vandalism
- Opened ball diamonds for usage. (including box scraping, seasonal clean-up of bleachers and dug-outs)
- Dragged the diamonds daily for ball usage
- Pickup and dispose of garbage from Day Care twice per week
- Day to day and ongoing maintenance of the Blyth Library, the North Huron Day Care Centre, North Huron Westcast Complex and the Blyth & District Community Centre, Parks and Campground.
- Assisted Director with getting pricing for various future capital projects
- Maintained Blyth library
- Ordered portable campfire pots; assembled, stained and engraved 25 picnic tables for enhanced campsites
- Continued to build, paint and install new electrical panel boxes on the campsites
- Made multiple repairs to the water lines at the campsites
- Attended onsite meetings with the Blyth Festival regarding the new amphitheatre
- With the assistance of Public Works, planted 50 trees on the campground property. Due to the extension work being undertaken several of the trees had to be hand dug, removed and relocated to allow for the grading of the site
- Prepared to host the COVID vaccine clinics. Completed set up and take down of each clinic.
- Participated in Recreation supervisory meetings
- Participated in virtual discussions/meetings with the consultant doing the parks, recreation and culture master plan

Fitness Division

- **Launched Fusion Software**
 - Participated in software team meetings
 - Worked with other programming supervisors to input programming information, develop new contracts, setup the POS system; gathered and entered facility data, etc.
 - Worked with third party payment providers to resolve credit card and debit processing issues
 - Continuing to work on the doors due to relay board challenges but otherwise ready to go
 - Created a work around within the Fusion software system so that it would allow staff to accept Campground bookings online. Gathered data and created Campground info pages. Setup iPad to allow for campground bookings, etc.
 - Trained staff on the use of Fusion Software
 - Launched Fusion software online and in-person platforms
- **Reopening**
 - Facility closed April, May and June
 - Called members to check on return dates starting end of July
 - Developed policies and procedures to determine residency status for program registration and memberships.
 - Waiting for instructions on what the new COVID-19 restrictions for gym use will be
- **Parks, Recreation & Culture Master Plan**
 - Attended virtual meetings with the consultant regarding the parks, recreation and culture master plan.
 - Reviewed the first draft of the research completed. Compiled comments from supervisory team and submitted them to the consultant.
 - Shared staff concerns with the consultant on how to rebuild the business in face of COVID-19 restrictions and the new fee structure
- **Other**
 - Assisted the Director of Public Works with the preparation and execution of tender documents
 - Assisted with the research and investigation into the redevelopment of the BIA constitutions
 - Attended supervisory meetings

Recreation Administration and Programming Division

- During Lockdown (March 30 - present) maintained the everyday office duties
- Assisted with Fusion software configuration and training; setup organization/customer accounts, etc. Setup advanced aquatic courses and day camp programs in Fusion.
- Assisted with the setup of the debit/visa machine and the Fusion software
- Provided support to facility staff with respect to the re-opening of the parks and amenities
- Processed phone registrations for advanced aquatic courses and day camp programs
- Issued refunds/credits for cancelled programs, lessons, memberships, etc.
- Assisted with developing online booking procedures for the Blyth Campground

- Assisted the Clerks department in the development of a Customer Service Policy and Complaints Policy and Procedures
- Planned and implemented a VIRTUAL MARCH BREAK PROGRAM, which occurred in April. There were five children signed up. Comments were that children were tired of doing anything on the computer, especially due to COVID and at-home schooling. Parents need childcare during “March/April” break so they can work.
- Planned and implemented a virtual Spring Martial Arts Program for children. Ten children signed up in this program.
- Completed planning for a modified 2021 Summer Day Camp program.
- Conducted phone interviews for the Summer Student Day Camp Leader job positions.
- Hired and set up new employees on North Huron’s payroll system. Ensured all candidates had mandatory on-line HR trainings and proof of current clean police record checks had been provided.
- Along with the Summer Day Camp Supervisor, revised the Summer Day Camp policy and procedure manual along with a COVID Summer Camp policy and procedure.
- Marketed the Summer Day Camps through Facebook and schools electronic newsletters.
- Assisted with the renewal of the arrangement with Huron and Bruce Counties regarding Recreation Program Services. The arrangement enables Huron County and Bruce County to subsidize children to attend North Huron’s summer day camps.
- Attended virtual meetings with the Recreation Master Plan consultant. Gathered statistics for Rec. & Leisure program offerings, program numbers and facility rental numbers, etc.
- Contacted all user groups in North Huron and set up Focus Group Meetings between the groups and the Master Plan consultant.
- Assisted with the hard copy distribution of the Master Plan survey.
- Partnered with the Youth Job Connection Program run through the AMDSB for summer employment.
- Assisted with the preparation for Vaccination Clinics held at the North Huron Westcast Community Complex.
- Prepared and mailed Sports Field Request Forms to all of our regular Sports Field users in both Blyth and Wingham. Rental requests are coming in.
- All special events in Blyth have been cancelled this year but bookings for 2022 have been received
- Bookings have also been received for Wingham Town Theatre, Meeting Rooms and Outdoor Spaces in 2022

Marketing and Promotion

- Monitored and responded to requests and posts on the website, Facebook, twitter, etc. on a daily basis
- Assisted with the Parks, Recreation and Culture Master Plan:
 - Attended virtual meetings
 - Researched and gathered information regarding special events, community groups, service groups, etc.
 - Researched facility usage information on the Belgrave Community Centre and Wingham Columbus Centre
 - Worked with the Master Plan consultant to create a web page for the Master Plan

- Created advertisements, radio ads and social media campaigns to promote the Master Plan Community Survey
- Coordinated the distribution and collection of surveys. Compiled and entered survey responses into excel spreadsheet
- Worked on website
 - Resolved business directory issues
 - Attended form builder training session and accessibility training session
 - Began recreating forms from various departments in an accessible format so they can be posted and viewed on the website
 - Reviewed and approved changes to website pages, business director and community calendar on the website
 - Updated information on campground page of website then created new page with more pictures, etc.
- Coordinated the purchase, pickup and planting of trees at the Blyth Campground
- Completed assigned Health & Safety tasks (inspections, camera signage, preparing supply backpacks, etc.)
- Responded to various communications regarding status of recreation, restrictions of community events, etc.
- Took photos for the Master Plan, Community Safety Wellbeing Plan, Stops along the Way publication, etc.
- Attended Huron County Passport meetings
- Attended Wingham Community Connectors Meetings
- Reviewed and researched Provincial and Federal Signage requirements for the OCIP funding received to renovate the North Huron Westcast Complex. Created signage layout as per requirements and submitted for approval. Once approval received, coordinated the production and installation of the signage.
- Worked with the Director of Public Works regarding a divestment of the airport property
 - Conducted research, prepared Expression of Interest documentation, coordinated signage production and installation, responded to questions, etc.
- Assisted with the preparation of other tender documents
- Worked with the Aquatic Supervisor on the creation of a weekly Water Safety Education Series
- Created advertisements for the advanced aquatic courses, economic development
- Attended various training sessions related to the website and webinars on recreation recovery and promotion
- Began researching funding opportunities for the Economic Development Committee



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-03

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Trisha McLean, Manager of Child Care Services
DATE: 19/07/2021
SUBJECT: CC-2021-03 Child Care Services Activity Report - April to June 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Manager of the Children's Services, dated July 19, 2021, for information purposes.

EXECUTIVE SUMMARY

Children's Service's Staff provide periodic updates on the activities of the Child Care Programs including the main centre, the Early ON program, Early Learning, and the Before and After School programs.

DISCUSSION

The Manager of Children's Services has been working diligently to keep families, staff and the community up to date on new provincial operational guidelines as they apply to the Child Care Programs.

The Operational Guidelines that apply to the **Main Day Care** include, but are not limited to, strict sanitary requirements, stringent cohort groupings, limiting staff movement throughout the programs and active daily screening. Staff continue to offer after-hours tours for new families to view our centre and meet some staff.

Daycare staff just completed the final training sessions on the Circle of Security. The training was delayed due to the pandemic and was provided by the County of Huron and North Huron's Early On staff.

Staff have continued to fundraise in an effort to enhance the outdoor learning philosophy. The fundraiser earned \$3,576.00.

The enrollment at the main centre has increased in the last quarter to 75-100% full capacity in all age groups. With the closure of schools, we were unable to offer Emergency Child Care due to staffing constraints. However, we were able to accommodate some school-aged enrollments that were still eligible.

The Manager of Children's Programs continues to actively recruit new staff to assist with service delivery. There has been very little response to our active recruitment to date. We do expect a small decrease in enrollment for the summer months, which is a usual pattern. This will help with reducing staffing needs, especially during summer staff vacations.

April -June Capacity: Infants 80-100% **July-August Capacity:** Infant 50-60%

Toddlers 80-100%
Preschool 80-100%

Toddlers 60-70%
Preschool 80-100%

We have had 25 new enrollments since April and of the new enrollments 15 are non-residents and 10 residents of North Huron. Staff received 1 new compliant during this time frame from a non-resident regarding fees. Huron County Subsidy continues to cover costs to those impacted by the rate change and has indicated they will be re-evaluating their subsidy program.

The Manager of Children's Service submitted a funding request for Child Care Centre Projects through the County of Huron. The request was approved and the funding will be put towards upgrading the Preschool yard fencing. This work is expected to be completed this fall.

Sacred Heart Early Learning re-opened April 19, 2021 with a group of 16 preschoolers. The re-opening was successful and has been supported by the staff and teachers of the Sacred Heart School. Two staff and some children from the main centre transitioned to this location, including new registrants.

Before and After School at Sacred Heart was closed as directed by the Ministry of Education and Public Health April 12, 2021. The last day school aged services were provided was April 9, 2021. Staff transitioned to the main centre to help with our staffing needs.

Maitland River Before and After was also affected by the closure April 12, 2021. Part-time staff transitioned to main centre to help with staffing needs.

Early ON continues to be closed to the public and continues to offer Virtual Parenting and learning programs. Staff will continue working closely with the County monitoring any upcoming operational changes and the guidelines that follow.

As stated above we are looking for new supply staff to help cover programs and will be advertising for two upcoming maternity leaves: one being a full time Early Childhood Educator and a Childcare Office Administrator. Staffing has been a challenge and recruitment is needed to continue with a quality and successful program.

FINANCIAL IMPACT

None.

FUTURE CONSIDERATIONS

We will continue to monitor and implement all required safety guidelines. The goal is to continue to fill spaces and keep everyone safe, while being fiscally responsible.

RELATIONSHIP TO STRATEGIC PLAN

"The Township of North Huron strives to offer an affordable and sustainable high-quality of life by delivering excellent and efficient services to our residents, businesses and visitors."

Children's services is focused on growth, development and modernization; demonstrate the value of service excellence, teamwork and respect and are fiscally responsible.

Trisha McLean

Trisha McLean RECE, Manager

Dwayne Evans

Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-04

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Kirk Livingston, Chief Building Official
DATE: 15/07/2021
SUBJECT: BE-2021-04 Property Standards/By-law Enforcement Activity Report – May and June 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Property Standards / By-Law Enforcement Activity Report for May and June 2021 for information purposes.

EXECUTIVE SUMMARY

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

DISCUSSION

Bruce Brockelbank, By-Law Enforcement Officer provides the building department with bi-monthly updates.

By-law Enforcement New Complaints:

- Centre St. Wingham – Staff received a complaint about property standards issues regarding garbage, rubbish, and debris.
- Centre St. Wingham – Staff received a complaint about an unlicensed vehicle, furniture, rubbish and debris.
- Frances St. Wingham – Staff received a complaint about long grass at the property.
- Taxi Bylaw Wingham – Staff received a complaint that a taxi operator not displaying their proper paperwork in taxi.
- Frances St. Wingham - Staff received a complaint about long grass at the property.
- John St. Wingham – Staff received a complaint about property standards issues at the property regarding rubbish, debris and household garbage.
- John St. Wingham – Staff received a complaint about property standards issues at the property regarding long grass, overgrown trees and vermin.
- McConnell St. Blyth – Staff received a complaint that an owner was raising chickens and pigs at the property.

- Drummond St. Blyth – Staff received a complaint about rubbish, debris and unlicensed vehicles at the property.
- McConnell St. Blyth – Staff received a complaint about a house that seems to be deserted and needs some work.
- Josephine St. Wingham – Staff received a complaint about a vehicle always parking on the street over the posted two hour parking.
- Josephine St. Wingham – Staff received a complaint about soffit and fascia requiring replacement on a building to stop pigeons from dropping on people on the sidewalk.

Outstanding Files and Ongoing Investigations:

- Taxi Bylaw Wingham – Staff attended the property where the taxi was being operated from and advised the taxi driver that he was to place his taxi license, tariff card and fees in the taxi for patrons to see. Staff explained when he came for his inspection earlier in the summer he was told to do the same at that time. Staff explained to him if there are any more complaints about not displaying it, his license would be revoked. Staff will do an inspection in a few weeks to make sure the items are displayed.
- Grandview Drive – Staff attended the property and took pictures. Staff noted there were weeds behind the property which needed to be addressed. The other complaint was about weeds on a property that was being farmed. Staff discussed the issue and decided that they did not have the authority to make farmers to cut weeds along a field. Most of the people backing onto the field were cutting up to the field and there were no issues.
- Shuter St. Wingham - Staff issued a property standards notice to the property owner. Since that time the tenant has started to clean up the property. The pile of topsoil has been leveled, items have been removed from the front porch, and the tenant was working on cleaning up the backyard. Staff will re-inspect in a week or two to confirm compliance.
- Shuter St. Wingham - Staff attended the property and spoke with the owner about cleaning up the property and the collapsed tarp shed. The owner said he would start to clean up the property. The property owner was advised that staff would be issuing a property standards order to property owner and inspecting again.
- Josephine St. Wingham - Staff attended the property to investigate a complaint regarding tenants parking in front of a building all day. This activity prevents shoppers from using the parking spaces. At the time of the inspection, staff ticketed two vehicles for parking over the posted time limit.
- Josephine St. Wingham – Staff attended the property and at the time of the inspection took pictures of the property standards issues. Staff issued a property standards notice to the property owner. The property owner called and asked for some more time. He explained he was trying to find someone to complete the repairs. Staff told him a re-inspection would be

completed in a couple of weeks. The property owner was happy with that and said he would have it repaired.

- Centre St. Wingham – Staff issued a property standards notice to the property owner. After a re-inspection I a second property standards order was issued to the property owner. The second property standards order was not claimed by the property owner. Staff will be posting and cleaning up the property.
- Centre St. Wingham - Staff issued a property standards notice to the property owner and received a call. The property owner indicated he has started to clean up the property but would need a little more time to finish. He indicated the reason the trailers did not have license plates was because they had been previously stolen. Staff indicated a re-inspection would occur and if he showed staff the plates staff would be agree to the plates not being on the trailers.
- Carling Terrace Wingham - Staff attended the property to confirm compliance. The excrement had been cleaned up at the time of inspection.
- Gypsy Lane Blyth – Staff attended the property to re-inspect the road allowance and confirm the shed had been removed and placed on the owner's property. At the time of inspection the shed had been re-located the owner's property.
- John St. Wingham – Staff attended the property and took pictures of the long grass and overgrown trees. Staff issued a clean yards order to the property owner. A few days later staff attended the property to confirm compliance. At the time of inspection the grass had been cut and the trees trimmed.
- John St. Wingham – Staff attended the property and took pictures of the property. Staff issued a clean yard's order to the property owner. Staff will be inspecting the property in the near future to determine compliance.
- McConnell St. Blyth - Staff attended the property and at the time of the inspection spoke with the property owner. The property owner indicated that he had called the Municipality and was told he could have chickens and pigs. Staff explained to him that livestock were not allowed in urban areas and advised that if he had a letter from the Municipality allowing him to have livestock, staff would look into it. Staff gave him all the information from North Huron's Zoning Bylaw in regard to livestock. The property owner requested a complete copy of the Zoning Bylaw which is not available online. Staff made arrangements to have a complete copy of the Zoning By-law printed and delivered it to his wife. Staff have since issued a zoning letter indicating that the livestock needs removed from the property.
- Drummond St. Blyth – Staff attended the property and spoke with the property owner. The property owner indicated that her husband had a health issue and things had gotten away from them. She indicated there was a group of friends coming in a week or so to help them clean up. Staff told her a re-inspection would be completed in a couple of weeks to see the progress.

- McConnell St. Blyth – Staff attended the property and took pictures. The property has since been sold and the new owner has renovated the house and cleaned up the property. The property is now in compliance.
- Francis St. Wingham - Staff attended the property and spoke with the property owner. Staff were advised that the grass would be cut that day. Staff attended the property later that week and the grass had been cut.
- Over the last few weeks, the Township's By-law Enforcement Officer has been working with the Fire Chief and the Fire Prevention Officer on a new Open Air Burn Bylaw. A final draft has been prepared and is on the July 19, 2021 regular agenda for Council's consideration.

FINANCIAL IMPACT

Property Standards and By-Law Enforcement is a yearly direct cost to the Township's residents for enforcement.

FUTURE CONSIDERATIONS

No future considerations.

RELATIONSHIP TO STRATEGIC PLAN

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



Kirk Livingston, Chief Building Official



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-05

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Kirk Livingston, Chief Building Official
DATE: July 15, 2021
SUBJECT: BU-2021-05 Building Department Activity Report – May and June 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the Building Department Activity Report for May and June 2021 for information purposes

EXECUTIVE SUMMARY

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

The Chief Building Official provides bi-monthly updates to Council on the operations of the Shared Services Building Department.

DISCUSSION

Permit #		Permit Type	Value of Project	Sq. Feet New Const.	Status
0027	-2021	Grain Bin	\$ 11,000.00	573	issued
0028	-2021	Accessory Building	\$ 5,200.00	192	issued
0029	-2021	New Residential Dwelling	\$ 375,000.00	2252	issued
0030	-2021	Residential Addition - porch	\$ 8,000.00	40	issued
0031	-2021	Commercial - Renovations	\$ 180,000.00	1817	issued
0032	-2021	Commercial - Renovations	\$ 30,000.00	1008	issued
0033	-2021	Accessory Building	\$ 10,000.00	350	issued
0034	-2021	Pool/deck	\$ 25,000.00	380	issued
0035	-2021	Accessory Building - Addition	\$ 3,500.00	210	issued
0036	-2021	Porch / Deck	\$ 12,000.00	430	issued
0037	-2021	New Residential Dwelling	\$ 300,000.00	2283	issued
0038	-2021	New Residential Dwelling	\$ 300,000.00	2283	issued
0039	-2021	Detached Garage	\$ 30,000.00	727	issued
0040	-2021	New Residential Dwelling	\$ 1,200,000.00	4524	issued
0041	-2021	On Site Sewage System	\$ 12,500.00	1176	issued
0042	-2021	Accessory Building	\$ 10,000.00	160	issued

0043	-2021	Grandstand/Stadium	\$ 400,000.00	2793	issued
0044	-2021	Alteration/Renovation/Repair	\$ 10,000.00	80	issued
0045	-2021	Alteration/Renovation/Repair	\$ 148,000.00	3400	issued
0046	-2021	On Site Sewage System	\$ 20,000.00	400	issued
0047	-2021	Accessory Storage Shed	\$ 160,000.00	3250	issued
0048	-2021	Deck/Pool	\$ 80,000.00	1047	issued
0049	-2021	Alteration/Renovation/Repair	\$ 443,895.00	189208	issued
0050	-2021	Industrial Structure	\$ 1,075,000.00	1184	issued
0051	-2021	Residential Addition	\$ 27,500.00	440	issued
0052	-2021	Accessory Storage Shed	\$ 25,000.00	4480	issued
0053	-2021	Agricultural Livestock Barn - add.	\$ 25,000.00	408	issued
0054	-2021	New Residential Dwelling	\$ 550,000.00	1639	issued
0055	-2021	Accessory Storage Shed		120	Voided

Total Value of Construction to date; \$ 9,669,583.61 with 55 permits (Last year \$ 4,395,995.00 with 45 permits)

Zoning Certificates issued to date; 33 (Last Year 25)

FINANCIAL IMPACT

No financial impact at this time.

FUTURE CONSIDERATIONS

No future considerations at this time.

RELATIONSHIP TO STRATEGIC PLAN

Goal #5.2, Continue to deliver public education and ensure safety of residents and visitors.



Kirk Livingston, Chief Building Official



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-10

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Marty Bedard, Fire Chief
DATE: 19/07/2021
SUBJECT: FR-2021-10 Fire Department Activity Report – April to June
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts this Activity report from the Fire Chief of North Huron for information purposes.

AND FURTHER, THAT Council authorizes the Fire Chief to share this activity report with the Municipalities of Morris-Turnberry, Central Huron and the Township of Ashfield-Colborne-Wawanosh.

EXECUTIVE SUMMARY

Please see below a summary of the Fire Department activities for the second quarter of 2021.

DISCUSSION

Incident Calls:

Below is the incident call breakdown from January to June 2021. During this time period FDNH has responded to 79 calls.

CALL TYPE	NH	MT	CH	ACW	OTHER
Fire (structure and vehicle)	10	4	5	0	0
No Loss Outdoor Fire - Includes unauthorized controlled burns/grass	1	6	4	0	0
Alarm System (Malfun/Accident/False) -Includes alarm systems, smoke & carbon monoxide alarm calls	3	3	0	0	0
Vehicle Collision/Extrication	2	2	3	0	0
Medicals	13	4	5	0	0
Other/Public Service/Cancelled on route -Includes Gas Leak, Hydro Wires Down and Assistance to OPP	4	0	2	0	0
Mutual Aid -4 in ACW, 3 in Howick and 1 in Huron-Kinloss	0	0	0	4	4
JANUARY – MARCH TOTALS	13	9	11	1	0
APRIL – JUNE TOTALS	20	10	8	3	4
2021 TOTALS	33	19	19	4	4

TOTAL CALLS 79

Training Activities:

Another COVID-19 lockdown occurred during the months of April, May and June and training activities were scaled back again. Small group training took place with our new firefighters which included some extra training on Saturdays. Firefighters were given the opportunity to do some

online training. Many of them completed the online training and regular Truck and Equipment checks continued.

Vehicle Maintenance

Ladder 2 has been away for much of the past month due to a couple major repairs required. Work has been completed on the boom cylinder and outrigger oil seals which were leaking. In addition the truck is currently away for rear axle warranty work. The axle work is covered under warranty however other break and wheel issues have been discovered which are not covered by the warranty. The Ladder Truck repair work was an unknown expense at budget time and therefore we may exceed our budgeted figure in this account. Repair invoices have not been received so total cost is still not known.

Other Notable Projects

Other notable projects that the Fire Department is working on include:

- New truck construction – so far on track for the scheduled fall delivery
- Communicating vaccination and COVID-19 information with all firefighters
- Fire Safety Grant – installation of hydro and the live burn sensors and controls
- Open Air Burn By-Law Review with FPO
- Website work – finalizing some Fire Dept pages
- Begin discussion with Public Works for the Wingham Washroom Renovations

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles. 5.2 - Continue to deliver public education, fire prevention and fire service programs to ensure the safety of residents and visitors.



Marty Bedard, Fire Chief



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-11

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Marty Bedard, Fire Chief
DATE: 19/07/2021
SUBJECT: FR-2021-11 Fire Prevention Officer Activity Report – April to June 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the report from the Fire Chief of North Huron regarding The Fire Prevention Officers Activities from April to June 2021 for information purposes.

EXECUTIVE SUMMARY

The Fire Prevention Officer's main objective is to provide the best professional service to administer and enforce the Ontario Fire Code and assist with enforcement of the Ontario Building Code and Municipal By-Laws. Through the examination of plans, reviewing bylaws and performing inspections, we ensure compliance with standards of the Ontario Fire Code and compliance with Municipal By-Laws to ensure health and safety, fire protection in all buildings in the Municipality. Fire Prevention endeavours to create a fire safe community through education and enforcement where necessary.

DISCUSSION

Routine Inspections:

- Due to the COVID-19 pandemic restrictions, routine inspections were significantly restricted by occupancy and hazards to occupants.

Request Inspections:

- Full building inspections with the Building Department staff were completed for several restaurants to ensure all fire safety concerns were addressed prior to opening. Occupant load calculations were required for restaurant inspections.
- Several inspections of mobile food vendors were completed.

Complaints:

- In response to a complaint from the owner and to resolve a dispute with a tenant, a unit in an apartment building on Edward Street was inspected for fire safety issues.
- The Fire Department received complaints from a tenant in a six-plex apartment building regarding fire safety. Inspections were conducted with the property owner. Inspection orders were issued and work to remedy the safety concerns area in progress.
- Numerous landlord and tenant dispute complaints were received. All were investigated. Most with no fire related issues. All files closed.

Fire Investigations:

- None conducted

Other:

- Fire Marshall's Office has released numerous training sessions. The Fire Prevention Officer has been participating in a number of these training sessions during Covid restricted times.
- A review of Propane Storage and Handling guidelines for a proposed facility in Auburn was completed.
- Numerous file searches for outstanding Fire Code issues were conducted at the request of lawyers. The requests were regarding the purchase and sale of properties.
- Numerous Fire Safety Plans were submitted and reviewed for conformance with the Ontario Fire Code.
- Numerous proposed Site Plan applications were reviewed for Fire Code compliance.
- Research and development of a proposed Open Air Burn Bylaw was completed.

FINANCIAL IMPACT

Fire Prevention is a yearly direct cost split between North Huron and Huron East.

FUTURE CONSIDERATIONS

Due to the COVID-19 pandemic, some training sessions and educational seminars to the public and North Huron Staff were delayed. Activities will resume when appropriate and safe.

RELATIONSHIP TO STRATEGIC PLAN

Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles.

5.2 - Continue to deliver public education, fire prevention and fire service programs to ensure the safety of residents and visitors.



Marty Bedard, Fire Chief



Dwayne Evans, CAO



Michael Roess, Fire Prevention Officer



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-24

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 19/07/2021
SUBJECT: PW-2021-24 Public Works Activity Report – June 2021
ATTACHMENTS: Veolia Monthly Report, Quality Summary Report, CCRF Power Point

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the activity report of the Director of Public Works and Facilities, dated July 19, 2021, for information purposes.

EXECUTIVE SUMMARY

This report is intended to provide an update to Council on Public Works Department operations that have been completed or were in progress during the reporting period. The reporting period is June, 2021.

DISCUSSION

Administration

- RFP and RFT Completed:
 - Blyth Community Centre Roof Tender
 - Ramp RFP
 - Standpipe Engineering
 - Daycare siding and doors RFP
 - Howson Bridge and Dam Decommissioning RFP
- RFP and RFT in-progress:
 - Joint PW and Fire Washroom RFP
- PW staff assisted with the Wingham Mass Vaccination Clinic held on various days in July. This assistance will continue for future clinics as a means of supporting the community and ending the COVID pandemic.
- Grant Funding – staff have become aware of the Canada Community Revitalization Fund (CCRF) which provides 75% of funding for various initiatives with a maximum contribution of \$750,000 for shovel ready projects. Staff are applying to the funding for the Rail Bridge that is a part of the Wingham Trail System. The bridge was built in 1915 for the railway and requires significant repairs that this funding would assist in completing. Staff became aware of the requirements when the OSIM inspections detailed out the need in the 2020 Investigations. If successful staff will provide a report during the 2022 Budget process. The Township portion would be required to come from taxation to meet the 25% Township contribution. Power Point outlining the CCRF is attached.

Road Maintenance and Operation

- Ongoing cold patching repairs and asphalt patching is occurring;
- Routine tree removal as well as brush and tree clearing in swamps and grown in areas;
- Line Painting occurring on various locations in the Township

Fleet

- Fleet Equipment and vehicles are status quo.

Airport

- The helipad continues to remain clear for ORNG services with access to the terminal;
- GWG Resources Services has successfully moved forward with finding a contractor to harvest the woodlot. This will be occurring in the near future.

Cemeteries

- Interments underway in both cemeteries.

Solid Waste and Recycling

- Routine operations continue;
- Planning for new active waste cell and roadway alterations to the active site;
- Contamination Attenuation Zone activities are continuing with RJ Burnside
- Datacall successfully completed and submitted

Water and Wastewater

- Water and waste water monthly report for June, 2021 is attached.
- Water Quality Summary for June, 2021 is attached.

Parks and Properties

- Repairs to Town Hall windows underway;
- Cleaned and painted the fountain at Cruickshank Park;
- Trail maintenance and pruning of overgrowth in section underway.

Blyth Sand Shed

- Domm Construction has completed the sand shed in Blyth.

FINANCIAL IMPACT


No immediate financial impacts identified at this time.

FUTURE CONSIDERATIONS

None at this time.

RELATIONSHIP TO STRATEGIC PLAN

No consideration was given to the action items of the 2020-2023 Strategic Plan. Staff provides periodic updates on department activities to Council.



Jamie McCarthy, Director of Public Works



Dwayne Evans, Chief Administrative Officer







Canada Community Revitalization Fund (CCRF) in Southern Ontario

June 2021



About FedDev Ontario

- FedDev Ontario works to advance the region's economy by encouraging collaborative ventures, promoting regional benefits and leveraging southern Ontario's innovation ecosystem and assets

			
Convenor	Co-investor	Pathfinder	Champion
Bring together key stakeholders to explore collaborations that will advance Canada's Innovation and Skills Plan	Invest funding in targeted projects along with other partners and investors to stimulate the economy	Refer applicants to other available funding partners if not a match for FedDev Ontario	Promote the assets of the region to raise the profile of southern Ontario nationally and internationally; and work to fulfill federal government priorities in the region



Canada Community Revitalization Fund Overview

- **A \$500 million (over two years) national fund** launched in June 2021 and delivered by Canada's Regional Development Agencies (RDAs)
- **Objectives:**
 - build new community infrastructure and revitalize existing assets
 - bring people back to public spaces safely as health measures ease
 - create jobs and stimulate local economies



Who is Eligible?

- Not-for-profit organizations or charities
- Municipal and regional governments, or bodies providing infrastructure services to communities (e.g. municipalities, rural communities, local service districts, public-sector bodies)
- Indigenous-led not-for-profits and organizations

Individuals, businesses and provincial or territorial governments are **not eligible** to apply to the CCRF



Program Objective

The Fund will provide support to:

1. **Adapt community spaces and assets** so that they may be used safely in accordance with local public-health guidelines
2. **Build or improve community infrastructure** to encourage Canadians to re-engage in and explore their communities and regions.



Priorities

Eligible projects will be prioritized in the following order of importance:

- Revitalize Downtown Cores and Main Streets
- Reinvent Outdoor Spaces
- Create Green Infrastructure
- Increase the Accessibility of Community Spaces



Priorities

Further priority will be given to projects that:

- are shovel ready;
- bring in other partners to leverage project funding;
- are of a smaller scope, where the project will be completed quickly so the program benefits will be shared broadly;
- help communities rebound from the effects of the pandemic and contribute to the reanimation of communities, towns and cities;
- can demonstrate measurable direct or indirect social-economic benefits;
- encourage the participation of underrepresented groups and take into consideration the unique challenges of rural and remote communities; and/or,
- are submitted by July 23, 2021 (23:59 PDT)



Examples

Examples may include projects involving:

- Downtown cores and main streets
- Green projects and projects that reduce environmental impacts
- Improvement of accessibility
- Farmers' markets
- Community and cultural centres
- Museums and libraries
- Public outdoor community sports facilities and spaces
- Waterfront and tourism facilities
- Multi-purpose centres
- Other existing community facilities for public benefit that have a local community impact and underpin local economies



What's covered

Eligible costs

- ✓ Eligible costs include reasonable and necessary expenses associated with the activities listed above. This includes, but is not limited to, construction materials and contractor fees for building or improving a community asset.
- ✓ A full list of eligible and non-eligible costs will be included in contribution agreements.
- ✓ Costs may be eligible on a retroactive basis up to 12 months prior to the receipt of a project application, but no earlier than April 19, 2021.

Ineligible costs

- ✓ Ineligible costs include expenses associated with maintenance and operational activities that typically need to be undertaken on a recurring/annual basis; motorized vehicles; the purchase of a building, and land.



Funding Terms

- CCRF contributions will be determined based on the minimum amount required to carry out a project and may represent **up to 75 per cent of total eligible costs**.
 - RDAs may also contribute up to 100% funding for projects with Indigenous groups
- Recipients could receive up to \$750K
- All contributions will be **non-repayable**



How to Apply

- **Application Form and Guide:** Consult the applicant's guide and complete and submit the [CCRF application form online](#).
- **Intake:** A one-time special scheduled intake will focus on eligible projects that are ready to proceed. Assessment of applications will begin on July 23, 2021. Applicants are strongly encouraged to submit their applications by this date.
 - Should there be remaining funding after the scheduled intake period, applications will continue to be accepted and funded on a continuous intake basis over the next two years or until such a time as the allocated funding is fully distributed.



Applicant Toolkit

Available online at

http://www.feddevontario.gc.ca/eic/site/723.nsf/eng/h_02647.html?OpenDocument

- ✓ Program Guidelines
- ✓ Application Form
- ✓ Application Guide
- ✓ Answers to common questions



QUESTIONS ?

Contact us at: info@feddevontario.gc.ca



TOWNSHIP OF NORTH HURON WATER AND WASTEWATER

MONTHLY REPORT

June 2021

Prepared by: Veolia Water

INTRODUCTION

1) NORTH HURON WATER SYSTEMS

a) WINGHAM WATER

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

b) BLYTH WATER

- i) **Laboratory Results:** All results were compliant during the reporting period
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** there were no regulatory concerns during the reporting period
- iv) **Distribution:** Meter reading, routine and planned maintenance was performed, Blyth Well 2 remains out of service for 10 year inspection and repairs; Semi- Annual Hydrant Flushing Completed; 8 New Water services installed; Hydrovac-d 2 water services
- v) **Maintenance and services Performed:** All routine and planned maintenance was performed
- vi) **Customer complaints:** no complaints during the reporting period

c) DWQMS (Drinking Water Quality Management System)

2) FACILITIES

a) Airport:

- i. All samples were compliant during the reporting period



3) NORTH HURON WASTEWATER SYSTEMS

a) WINGHAM WASTEWATER

- b) **Laboratory Results:** All Results were compliant during the reporting period
- c) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- d) **Regulatory:** There were no regulatory issues during this reporting period
- e) **Collection:** All weekly and routine maintenance was performed
- f) **Maintenance and services Performed:** All routine maintenance was performed
- g) **Customer complaints:** no complaints during the reporting period

h) BLYTH WASTEWATER

- i) **Laboratory Results:** All results were compliant during the reporting period
- ii) **Operational Parameters:** Data being stored on the online Hach WIMS database and the Township of North Huron Network, information is available upon request
- iii) **Regulatory:** There were no regulatory issues during this reporting period
- iv) **Collection:** All weekly and routine maintenance was performed; installed 8 new sewer services
- v) **Maintenance and services Performed:** All routine maintenance was performed
- vi) **Customer complaints:** no complaints during the reporting period

4) VEOLIA AND NORTH HURON OPERATIONS MEETINGS

- a) July 7, 2021 Via Google Meets @ 10:30am

5) ITEMS OUTSTANDING

N/A

6) OTHER

Due to the recent COVID-19 Pandemic Veolia has put in place many protocols to adhere to the recommendations by the Ontario Government and Public Health Officials. Our priority is to provide Safe Potable Water and Wastewater Treatment to our communities while keeping our Operators/ Community & Clients safe. We recognize our role as Essential Suppliers and are dedicated to providing the same quality of service. At this time, we are maintaining most of the same maintenance and operations activities but are not entering private properties unless it is an emergency situation. We are following the mandatory Social Distancing and have limited access to the sites. We have cancelled meetings & gatherings for the coming future; however, we are always available to communicate through email or telephone. Thank you for your understanding as we all navigate this ever-changing situation together. We wish everyone health and well-being in the months to come.



Month: June 2021							
Blyth Water Quality report							
PTTW Limits m3/day							
Well 1	654	Well 2	1123	Well 5	1728		
Well 1	Flows (m3)	Well 2	Flows (m3)	Well 5	Flows (m3)		
Min	125	Min	0	Min	104		
Max	412	Max	80	Max	460		
Average	271	Average	3	Average	229		
Total	8132	Total	100	Total	6865		
		Well 2 flow to					
Well 2 out of service							
April 28, 2021 for 10 year well inspection and repairs							
Blyth Distribution Residuals							
Min	0.74						
Max	1.28						
Average	0.97						
Count	40						

Blyth Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Jun 1-21	Well 1	0	0	
	Well 2			
	Well 5	0	0	
Jun 8-21	Well 1	0	0	
	Well 2			
	Well 5	0	0	
Jun 15-21	Well 1	0	0	
	Well 2			
	Well 5	0	0	
Jun 22-21	Well 1	0	0	
	Well 2			
	Well 5	0	0	
Jun 29-21	Well1	0	0	
	Well 2	0	0	
	Well5	0	0	
	Min	0	0	
	Max	0	0	
	Average	0	0	
	Adverse	0	0	
	Count	12	12	
Treated Water				
Date	Location POE	TC	Ecoli	HPC
Jun 1-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Jun 8-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Jun 15-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Jun 22-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Jun 29-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
	Min	0	0	<10
	Max	0	0	<10
	Average	0	0	<10
	Adverse	0	0	
	Count	10	10	10
Distribution samples				
Date	Location	TC	Ecoli	HPC
Jun 1-21	sample station Dinsley	0	0	
	182 Thuell St	0	0	<10
	685 Queen St	0	0	
Jun 8-21	298 Hamilton St	0	0	
	182 Thuell St	0	0	<10
	685 Queen St	0	0	
Jun 15-21	298 Hamilton St	0	0	
	182 Thuell St	0	0	<10
	685 Queen St	0	0	
Jun 22-21	298 Hamilton St	0	0	
	182 Thuell St	0	0	<10
	685 Queen St	0	0	
Jun 29-21	Lions Park	0	0	
	182 Thuell St	0	0	<10
	685 Quenn ST	0	0	
	Min	0	0	<10
	Max	0	0	<10
	Average	0	0	<10
	Adverse	0	0	
Count	15	15	5	

Month: June 2021							
Wingham Water Quality report							
PTTW Limits (m3)			Well 3	Flows (m3)	Well 4	Flows (m3)	
	m3/day		Min	612	Min	65	
Well 3	6538		Max	1389	Max	680	
Well 4	5270		Average	920	Average	393	
Total	11808		Total	27601	Total	11792	
Wingham Distribution residuals							
Min	0.59						
Max	1.36						
Average	0.96						
Count	40						

Wingham Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Jun 1-21	Well 3	0	0	
	Well 4	0	0	
Jun 8-21	Well 3	0	0	
	Well 4	0	0	
Jun 15-21	Well 3	0	0	
	Well 4	0	0	
Jun 22-21	Well 3	0	0	
	Well 4	0	0	
Jun 29-21	Well 3	0	0	
	Well 4	0	0	
	Min	0	0	
	Max	0	0	
	Average	0	0	
	Adverse	0	0	
	Count	10	10	
Treated Water				
Date	Location	TC	Ecoli	HPC
Jun 1-21	Well 3	0	0	<10
	Well 4	0	0	<10
Jun 8-21	Well 3	0	0	<10
	Well 4	0	0	<10
Jun 15-21	Well 3	0	0	<10
	Well 4	0	0	<10
Jun 22-21	Well 3	0	0	<10
	Well 4	0	0	<10
Jun 29-21	Well 3	0	0	10
	Well 4	0	0	<10
	Min	0	0	<10
	Max	0	0	10
	Average	0	0	<10
	Adverse	0	0	0
	Count	10	10	10
Distribution samples				
Date	Location	TC	Ecoli	HPC
Jun 1-21	435 Minnie St	0	0	<10
	199 John st	0	0	
	120 Josephine st	0	0	
Jun 8-21	435 minnie st	0	0	<10
	Kerr Dr Horse Barn	0	0	
	99 John St w	0	0	
Jun 15-21	435 minnie st	0	0	<10
	199 John St e	0	0	
	120 Josephine St	0	0	
Jun 22-21	435 Minnie St	0	0	10
	Kerr Dr Horse Barn	0	0	
	120 Josephine St	0	0	
Jun 29-21	435 Minnie St	0	0	<10
	Kerr Dr Horse Barn	0	0	
	120 Josephine St	0	0	
	Min	0	0	<10
	Max	0	0	10
	Average	0	0	<10
	Adverse	0	0	0
	Count	12	12	4



Calls For Service (CFS) Billing Summary Report

Twp of North Huron April to June - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Assault-Level 1	3	6	16.0	96.0	0	1	16.0	16.0
	Forcible confinement	0	0		0.0	1	1	16.0	16.0
	Extortion	0	0		0.0	1	1	16.0	16.0
	Criminal Harassment	1	1	16.0	16.0	0	0		0.0
	Utter Threats to Person	1	1	16.0	16.0	0	0		0.0
	Total	5	8	16.0	128.0	2	3	16.0	48.0
Property Crime Violations	Arson - Others	0	0		0.0	1	1	6.5	6.5
	Break & Enter	8	9	6.5	58.5	1	2	6.5	13.0
	Theft Over - Farm Equipment	0	1	6.5	6.5	0	0		0.0
	Theft Over - Other Theft	0	0		0.0	0	1	6.5	6.5
	Theft of - Automobile	0	1	6.5	6.5	0	0		0.0
	Theft of - Trucks	1	1	6.5	6.5	0	0		0.0
	Theft of - All Terrain Vehicles	0	1	6.5	6.5	0	0		0.0
	Theft Under - Construction Site	1	1	6.5	6.5	0	0		0.0
	Theft under - Bicycles	1	1	6.5	6.5	0	0		0.0
	Theft under - Other Theft	2	2	6.5	13.0	0	0		0.0
	Possession of Stolen Goods under \$5,000	0	1	6.5	6.5	0	0		0.0
	Fraud - Account closed	0	0		0.0	1	1	6.5	6.5
	Fraud -Money/property/ security > \$5,000	0	0		0.0	1	1	6.5	6.5
	Fraud -Money/property/ security <= \$5,000	0	2	6.5	13.0	0	0		0.0
	Mischief - master code	4	4	6.5	26.0	1	3	6.5	19.5
	Interfere with lawful use, enjoyment of property	0	1	6.5	6.5	0	1	6.5	6.5
	Total	17	25	6.5	162.5	5	10	6.5	65.0
Other Criminal Code Violations (Excluding traffic)	Bail Violations - Fail To Comply	1	1	7.8	7.8	1	1	7.8	7.8
	Disturb the Peace	1	2	7.8	15.6	0	0		0.0
	Offensive Weapons- Careless use of firearms	0	0		0.0	0	1	7.8	7.8
	Total	2	3	7.8	23.4	1	2	7.8	15.6
Drug Possession	Possession Other Controlled Drugs and Substance Act	1	1	6.5	6.5	0	0		0.0
	Possession û Opioid (other than heroin)	0	0		0.0	0	1	6.5	6.5
	Total	1	1	6.5	6.5	0	1	6.5	6.5



Calls For Service (CFS) Billing Summary Report

Twp of North Huron April to June - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Drugs	Trafficking - Methamphetamine (Crystal Meth)	0	1	45.9	45.9	0	0		0.0
	Total	0	1	45.9	45.9	0	0		0.0
Statutes & Acts	Landlord/Tenant	2	2	3.4	6.8	2	2	3.4	6.8
	Mental Health Act	0	1	3.4	3.4	1	1	3.4	3.4
	Mental Health Act - No contact with Police	0	0		0.0	1	1	3.4	3.4
	Mental Health Act - Attempt Suicide	2	2	3.4	6.8	0	0		0.0
	Mental Health Act - Threat of Suicide	2	2	3.4	6.8	1	1	3.4	3.4
	Mental Health Act - Voluntary Transport	0	0		0.0	1	1	3.4	3.4
	Mental Health Act - Placed on Form	0	0		0.0	0	1	3.4	3.4
	Mental Health Act - Apprehension	1	1	3.4	3.4	0	0		0.0
	Total	7	8	3.4	27.2	6	7	3.4	23.8
Operational	Animal Stray	1	2	3.6	7.2	0	0		0.0
	Animal Injured	0	1	3.6	3.6	0	1	3.6	3.6
	Domestic Disturbance	7	10	3.6	36.0	3	4	3.6	14.4
	Suspicious Person	4	4	3.6	14.4	1	4	3.6	14.4
	Phone -Nuisance - No Charges Laid	1	1	3.6	3.6	0	0		0.0
	Text- related Incident (Texting)	0	0		0.0	0	1	3.6	3.6
	Fire - Building	1	2	3.6	7.2	0	1	3.6	3.6
	Fire - Other	1	1	3.6	3.6	1	1	3.6	3.6
	Insecure Condition -Master code	0	0		0.0	1	1	3.6	3.6
	Missing Person 12 & older	0	1	3.6	3.6	1	2	3.6	7.2
	Missing Person Located 12 & older	0	0		0.0	0	1	3.6	3.6
	Found Property -Master code	2	2	3.6	7.2	0	0		0.0
	Found - License Plate	0	0		0.0	1	1	3.6	3.6
	Found-Household Property	1	1	3.6	3.6	0	0		0.0
	Sudden Death - Suicide	0	0		0.0	1	1	3.6	3.6
	Sudden Death - Natural Causes	1	2	3.6	7.2	0	0		0.0
	Suspicious Vehicle	2	2	3.6	7.2	4	7	3.6	25.2
	Trouble with Youth	0	0		0.0	0	1	3.6	3.6
	Medical Assistance -Other	0	0		0.0	0	1	3.6	3.6



Calls For Service (CFS) Billing Summary Report

Twp of North Huron April to June - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Vehicle Recovered - Trucks	2	2	3.6	7.2	0	0		0.0
	Unwanted Persons	1	2	3.6	7.2	0	0		0.0
	Neighbour Dispute	1	1	3.6	3.6	8	10	3.6	36.0
	Assist Fire Department	1	1	3.6	3.6	0	0		0.0
	Assist Public	5	10	3.6	36.0	7	11	3.6	39.6
	Family Dispute	2	2	3.6	7.2	2	2	3.6	7.2
	Protest - Demonstration	1	3	3.6	10.8	0	1	3.6	3.6
	Total	34	50	3.6	180.0	30	51	3.6	183.6
Operational2	False Alarm -Others	1	4	1.3	5.2	9	9	1.3	11.7
	Keep the Peace	3	3	1.3	3.9	1	6	1.3	7.8
	911 call / 911 hang up	2	5	1.3	6.5	0	1	1.3	1.3
	911 call - Dropped Cell	0	1	1.3	1.3	1	1	1.3	1.3
	Total	6	13	1.3	16.9	11	17	1.3	22.1
Traffic	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	0	0		0.0	1	2	3.4	6.8
	MVC - Prop. Dam. Non Reportable	1	2	3.4	6.8	2	3	3.4	10.2
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	7	11	3.4	37.4	8	15	3.4	51.0
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	1	1	3.4	3.4	1	1	3.4	3.4
	Total	9	14	3.4	47.6	12	21	3.4	71.4
Total		81	123		638.0	67	112		436.0

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



Calls For Service (CFS) Billing Summary Report

Town of Wingham April to June - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	1	16.0	16.0	1	2	16.0	32.0
	Sexual Interference	0	1	16.0	16.0	1	1	16.0	16.0
	Assault With Weapon or Causing Bodily Harm-Level 2	0	0		0.0	1	1	16.0	16.0
	Assault-Level 1	5	8	16.0	128.0	4	11	16.0	176.0
	Criminal Harassment	0	1	16.0	16.0	1	1	16.0	16.0
	Utter Threats to Person	1	2	16.0	32.0	4	7	16.0	112.0
	Total	6	13	16.0	208.0	12	23	16.0	368.0
Property Crime Violations	Break & Enter	3	5	6.5	32.5	7	24	6.5	156.0
	Theft of Motor Vehicle	0	1	6.5	6.5	0	3	6.5	19.5
	Theft of - Automobile	0	0		0.0	0	1	6.5	6.5
	Theft of - Trucks	0	1	6.5	6.5	0	0		0.0
	Theft Under -master code	0	1	6.5	6.5	1	2	6.5	13.0
	Theft under - Other Theft	2	8	6.5	52.0	6	14	6.5	91.0
	Theft Under - Gasoline Drive-off	3	9	6.5	58.5	5	7	6.5	45.5
	Theft FROM Motor Vehicle Under \$5,000	1	2	6.5	13.0	0	2	6.5	13.0
	Theft Under \$5,000 [SHOPLIFTING]	0	4	6.5	26.0	2	7	6.5	45.5
	Fraud -Master code	1	1	6.5	6.5	0	0		0.0
	Fraud - Forgery & Uttering	0	0		0.0	1	2	6.5	13.0
	Fraud -Money/property/ security > \$5,000	1	2	6.5	13.0	1	2	6.5	13.0
	Fraud -Money/property/ security <= \$5,000	0	0		0.0	0	1	6.5	6.5
	Fraud - Transportation	0	0		0.0	0	1	6.5	6.5
	Fraud - Other	2	3	6.5	19.5	0	2	6.5	13.0
	Personation with Intent (fraud)	1	1	6.5	6.5	0	0		0.0
	Identity Fraud	0	1	6.5	6.5	0	0		0.0
	Mischief - master code	4	10	6.5	65.0	5	13	6.5	84.5
	Willful act/omission likely to cause mischief	0	0		0.0	2	2	6.5	13.0
	Property Damage	0	1	6.5	6.5	1	2	6.5	13.0
	Total	18	50	6.5	325.0	31	85	6.5	552.5
Other Criminal Code Violations (Excluding traffic)	Bail Violations - Fail To Comply	3	7	7.8	54.6	4	6	7.8	46.8
	Bail Violations - Fail To Appear	0	0		0.0	0	1	7.8	7.8
	Bail Violations - Others	0	0		0.0	0	1	7.8	7.8
	Disturb the Peace	1	1	7.8	7.8	1	1	7.8	7.8



Calls For Service (CFS) Billing Summary Report

Town of Wingham April to June - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Child Pornography - Making or distributing	0	0		0.0	0	2	7.8	15.6
	Public Morals	0	1	7.8	7.8	0	0		0.0
	Trespass at Night	1	1	7.8	7.8	1	1	7.8	7.8
	Breach of Probation	2	3	7.8	23.4	3	5	7.8	39.0
	Breach of Probation -In relation to children	0	0		0.0	0	1	7.8	7.8
	Public mischief - mislead peace officer	0	1	7.8	7.8	0	0		0.0
	Animals - Cruelty	0	1	7.8	7.8	0	0		0.0
	Total	7	15	7.8	117.0	9	18	7.8	140.4
Drug Possession	Possession - Methamphetamine (Crystal Meth)	0	2	6.5	13.0	1	1	6.5	6.5
	Drug related occurrence	1	2	6.5	13.0	0	2	6.5	13.0
	Total	1	4	6.5	26.0	1	3	6.5	19.5
Statutes & Acts	Landlord/Tenant	4	4	3.4	13.6	2	8	3.4	27.2
	Mental Health Act	5	12	3.4	40.8	1	2	3.4	6.8
	Mental Health Act - No contact with Police	0	0		0.0	2	2	3.4	6.8
	Mental Health Act - Attempt Suicide	0	2	3.4	6.8	0	2	3.4	6.8
	Mental Health Act - Threat of Suicide	2	4	3.4	13.6	2	4	3.4	13.6
	Mental Health Act - Voluntary Transport	2	2	3.4	6.8	1	2	3.4	6.8
	Mental Health Act - Placed on Form	1	1	3.4	3.4	1	1	3.4	3.4
	Mental Health Act - Apprehension	2	2	3.4	6.8	0	0		0.0
	Custody Dispute	0	0		0.0	1	1	3.4	3.4
	Trespass To Property Act	3	5	3.4	17.0	4	12	3.4	40.8
	Total	19	32	3.4	108.8	14	34	3.4	115.6
Operational	Animal Rabid	0	0		0.0	1	2	3.6	7.2
	Animal Bite	0	1	3.6	3.6	2	2	3.6	7.2
	Animal Stray	1	2	3.6	7.2	0	0		0.0
	Animal Injured	0	1	3.6	3.6	1	1	3.6	3.6
	Animal - Other	1	1	3.6	3.6	0	1	3.6	3.6
	Animal - Dog Owners Liability Act	1	1	3.6	3.6	1	1	3.6	3.6
	Domestic Disturbance	6	18	3.6	64.8	12	19	3.6	68.4
	Suspicious Person	11	25	3.6	90.0	15	25	3.6	90.0
	Phone -Nuisance - No Charges Laid	1	1	3.6	3.6	0	2	3.6	7.2



Calls For Service (CFS) Billing Summary Report

Town of Wingham April to June - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Fire - Vehicle	1	1	3.6	3.6	0	0		0.0
	Fire - Other	1	1	3.6	3.6	0	0		0.0
	Insecure Condition -Master code	0	1	3.6	3.6	0	1	3.6	3.6
	Missing Person 12 & older	0	0		0.0	0	1	3.6	3.6
	Missing Person Located 12 & older	2	2	3.6	7.2	0	1	3.6	3.6
	Noise Complaint -Master code	1	2	3.6	7.2	3	4	3.6	14.4
	Noise Complaint - Residence	1	1	3.6	3.6	0	0		0.0
	Noise Complaint - Animal	1	1	3.6	3.6	0	0		0.0
	Accident - non-MVC -Master code	0	1	3.6	3.6	0	0		0.0
	Found Property -Master code	2	4	3.6	14.4	2	4	3.6	14.4
	Found-Household Property	0	0		0.0	1	1	3.6	3.6
	Found-Bicycles	0	0		0.0	1	1	3.6	3.6
	Lost Property -Master code	1	2	3.6	7.2	0	3	3.6	10.8
	Lost-Others	0	0		0.0	0	1	3.6	3.6
	Sudden Death - Suicide	0	1	3.6	3.6	0	0		0.0
	Sudden Death - Natural Causes	2	3	3.6	10.8	0	0		0.0
	Sudden Death - Others	0	0		0.0	0	1	3.6	3.6
	Suspicious Vehicle	4	8	3.6	28.8	2	3	3.6	10.8
	Trouble with Youth	5	7	3.6	25.2	0	6	3.6	21.6
	Medical Assistance -Other	1	1	3.6	3.6	0	0		0.0
	Vehicle Recovered - Automobile	0	0		0.0	1	2	3.6	7.2
	Vehicle Recovered - Trucks	0	1	3.6	3.6	0	0		0.0
	Unwanted Persons	4	9	3.6	32.4	2	8	3.6	28.8
	Neighbour Dispute	7	10	3.6	36.0	5	6	3.6	21.6
	Other Municipal By-Laws	0	1	3.6	3.6	2	2	3.6	7.2
	Assist Fire Department	2	3	3.6	10.8	1	1	3.6	3.6
	Assist Public	15	32	3.6	115.2	17	41	3.6	147.6
	Distressed/Overdue Motorist	1	1	3.6	3.6	0	0		0.0
	Family Dispute	8	11	3.6	39.6	4	8	3.6	28.8
	Total	80	154	3.6	554.4	73	148	3.6	532.8
Operational2	False Holdup Alarm-Accidental Trip	0	4	1.3	5.2	0	0		0.0
	False Alarm -Others	5	16	1.3	20.8	2	9	1.3	11.7
	Keep the Peace	5	7	1.3	9.1	5	17	1.3	22.1



Calls For Service (CFS) Billing Summary Report

Town of Wingham April to June - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		April to June	Year to Date	Time Standard	Year To Date Weighted Hours	April to June	Year to Date	Time Standard	Year To Date Weighted Hours
Operational2	911 call / 911 hang up	1	5	1.3	6.5	4	8	1.3	10.4
	911 call - Dropped Cell	0	1	1.3	1.3	0	1	1.3	1.3
	Total	11	33	1.3	42.9	11	35	1.3	45.5
Traffic	MVC - Prop. Dam. Non Reportable	2	5	3.4	17.0	2	7	3.4	23.8
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	7	14	3.4	47.6	1	9	3.4	30.6
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	0		0.0	0	1	3.4	3.4
	MVC - Others (MOTOR VEHICLE COLLISION)	0	0		0.0	1	1	3.4	3.4
	Total	9	19	3.4	64.6	4	18	3.4	61.2
Total		151	320		1,446.7	155	364		1,835.5

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
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- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2021 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



**NOTICE OF PASSING
OF A ZONING BY-LAW AMENDMENT
BY THE CORPORATION OF THE MUNICIPALITY OF
MORRIS-TURNBERRY**
Planning Act, R.S.O. 1990, Section 34

TAKE NOTICE that the Council of the Municipality of Morris-Turnberry passed by-law number 34-2021 on the 6th day of July, 2021 under Section 34 of the Planning Act, R.S.O. 1990, as amended.

AND TAKE NOTICE that only individuals, corporations and public bodies may appeal the zoning by-law to the Local Planning Appeal Tribunal (LPAT) by filing with the Clerk of the Municipality of Morris-Turnberry, not later than the **27th day of July, 2021**. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

AMOUNT OF FEE for an appeal is \$300.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance and accompanied by Appellant Form (A1) which is available on the web site at <http://elto.gov.on.ca/tribunals/lpat/forms/appellant-applicant-forms/>.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Local Planning Appeal Tribunal (LPAT), there are reasonable grounds to add the person or public body as a party.

AN EXPLANATION of the purpose and effect of the by-law, describing the lands to which the by-law applies is provided below. A copy of the by-law is attached.

DATED at the Municipality of Morris-Turnberry, this 9th day of July, 2021.


Trevor Hallam
CAO/Clerk

PURPOSE AND EFFECT

This application is proposing to rezone 58 Mary Street (PL 410, Park Lot 79) in Lowertown, Wingham to allow for additional residential development. This application is a condition of a consent applications C56/20 and C57/20, the effect of which is the creation of five residential lots. This zoning by-law amendment application requires that the lots contain a maximum building footprint and building density, as per the requirements outlined in the submitted hydrogeology/nitrate study.

The conditionally approved new lots are proposed to be rezoned accordingly.

Lot 1 & Lot 2: Proposed to rezone from D (Development) to VR2-2 (Village Residential – Medium Density – Special Provisions) to allow for a triplex. The maximum total ground floor area of all buildings on each parcel zoned VR2-2 is 485 square metres.

Lot 3 & Lot 4: Proposed to rezone from D (Development) to VR1-17 (Village Residential- Low Density- Special Provisions) to allow for a single detached dwelling and accessory building. The maximum total ground floor area of all buildings on each parcel zoned VR1-17 is 298 square metres.

Lot 5: Proposed to rezone from D (Development) to VR1-18 (Village Residential- Low Density- Special Provisions) to allow for a single detached dwelling and accessory building. The maximum total ground floor area of all buildings is 187 square metres.



THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW 34 – 2021

Being a by-law to amend by-law 45-2014 of the Municipality of Morris-Turnberry.

WHEREAS the Municipal Council of the Corporation of the Municipality of Morris-Turnberry considers it advisable to amend Morris-Turnberry Zoning By-law 45-2014, as amended, of the Corporation of the Municipality of Morris-Turnberry; and

NOW THEREFORE the Council of the Corporation of the Municipality of Morris-Turnberry ENACTS as follows:

1. This by-law shall apply to part of Plan 410, Park Lot 79, Lowertown, in the Municipality of Morris-Turnberry and is comprised of Schedules 1-4.
2. By-law 45-2014 is hereby amended by changing the zone symbol from D (Development) to VR1-17 (Village Residential - Low Density –Special Zone) and to VR2-2 (Village Residential – Medium Density –Special Zone) on the lands identified as ‘zone change to VR1-16’ and ‘zone change to VR2-2’ on the attached Schedule 3.
3. By-law 45-2014 is hereby amended by the addition of the following:

Section 14.7.17 VR1-17 Lowertown Key Map

Notwithstanding the provisions to the contrary, on each parcel zoned VR1-17, one single detached dwelling and accessory building is permitted. The maximum total ground floor area of all buildings on each lot zoned VR1-17 is 298 square metres.

Section 14.7.18 VR1-18 Lowertown Key Map

Notwithstanding the provisions to the contrary, the VR1-18 zone allows for one single detached dwelling and accessory building. The maximum total ground floor area of all buildings within the VR1-18 zone is 187 square metres.

Section 15.7.2 VR2-2 Lowertown Key Map

Notwithstanding the provisions to the contrary, a maximum of three dwelling units and buildings and structures accessory to the dwelling units are permitted on each parcel zoned VR2-2. The maximum total ground floor area of all buildings on each lot zoned VR2-2 is 485 square metres.


4. Key Map – Lowertown, By-law 45-2014 is hereby amended as shown on the attached Schedule 3 of this by-law.
5. All other provisions of By-law 45-2014 shall apply.

6. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

Read a FIRST and SECOND time this 6th day of July, 2021

Read a THIRD time and FINALLY PASSED this 6th day of July, 2021



Mayor, Jamie Heffer

Clerk, Trevor Hallam

**SCHEDULE 1
CORPORATION OF THE MUNICIPALITY OF
MORRIS-TURNBERRY
BY-LAW NO. 34 - 2021**

By-law No 34 - 2021 has the following purpose and effect:

1. This application proposes to rezone 58 Mary Street (PL 410, Park Lot 79) in Lowertown, Wingham to allow for additional residential development. This application is a condition of a consent applications C56/20 and C57/20, the effect of which is the creation of five residential lots. This zoning by-law amendment application requires that the lots contain a maximum building footprint and building density, as per the requirements outlined in the submitted hydrogeology/nitrate study.

The conditionally approved new lots are proposed to be rezoned accordingly (see Schedule 5 for location references):

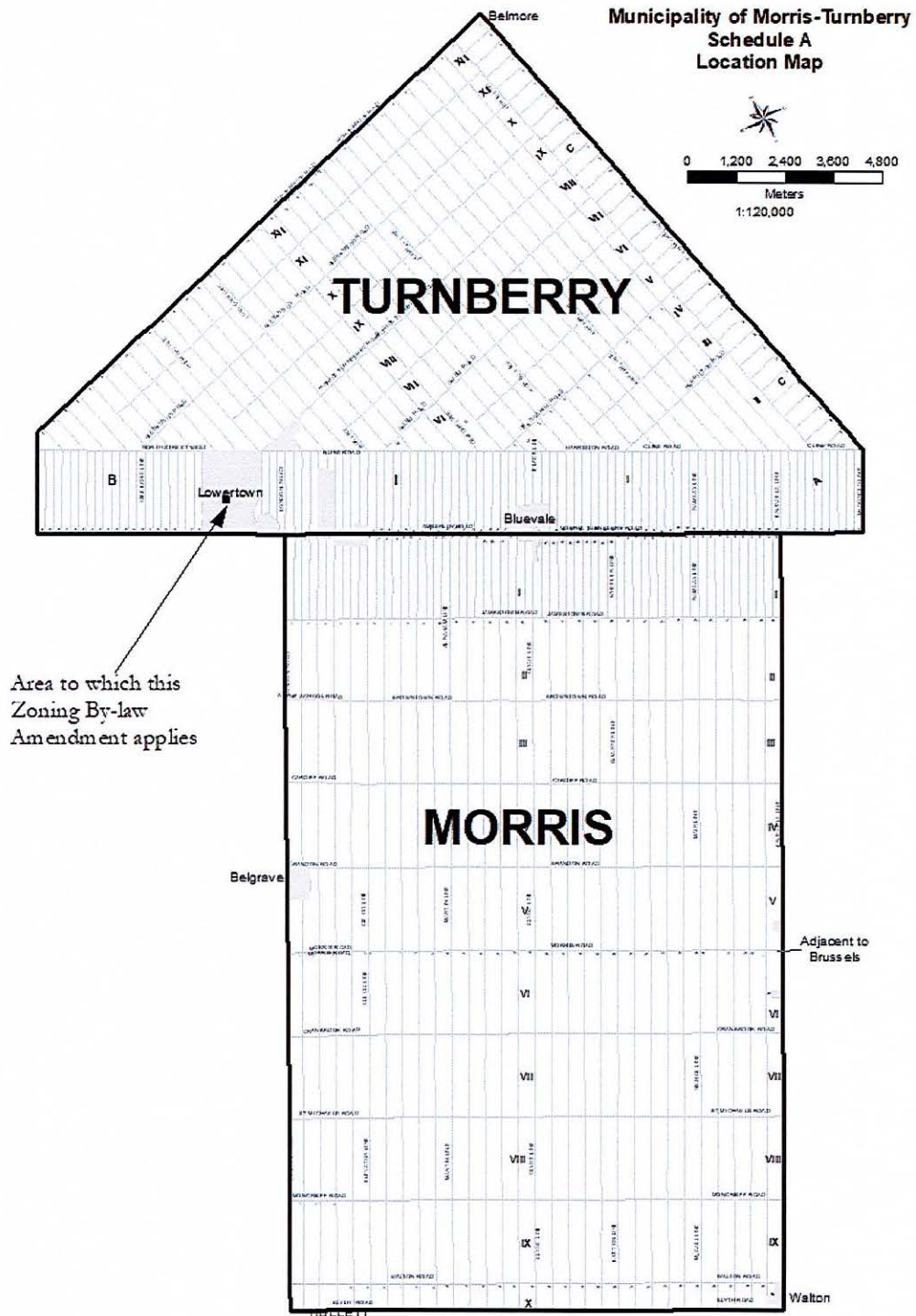
Lot 1 & Lot 2: Proposed to rezone from D (Development) to VR2-2 (Village Residential – Medium Density – Special Provisions) to allow for a triplex. The maximum total ground floor area of all buildings on each parcel zoned VR2-2 is 485 square metres.

Lot 3 & Lot 4: Proposed to rezone from D (Development) to VR1-17 (Village Residential- Low Density- Special Provisions) to allow for a single detached dwelling and accessory building. The maximum total ground floor area of all buildings on each parcel zoned VR1-17 is 298 square metres.

Lot 5: Proposed to rezone from D (Development) to VR1-18 (Village Residential- Low Density- Special Provisions) to allow for a single detached dwelling and accessory building. The maximum total ground floor area of all buildings is 187 square metres.

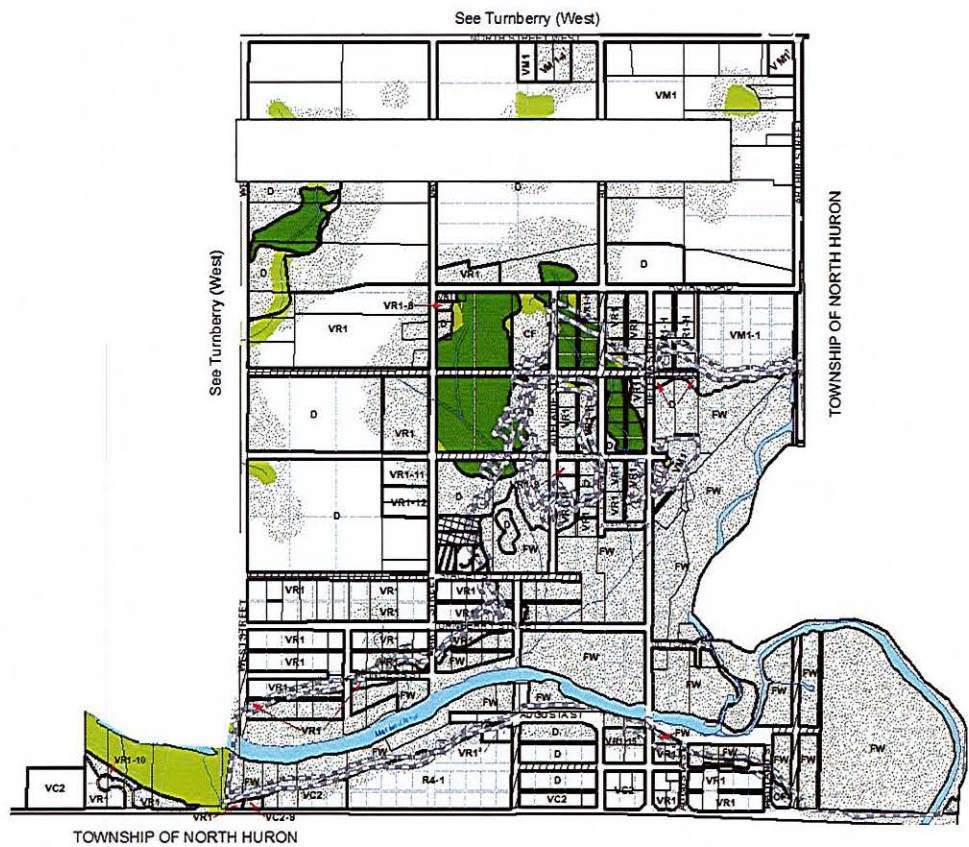
2. This by-law amends the Municipality of Morris-Turnberry Zoning By-law 45-2014. All other zone provisions apply.
3. The location map and key map showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2 and Schedule 3.

SCHEDULE 2
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW NO. 34 - 2021

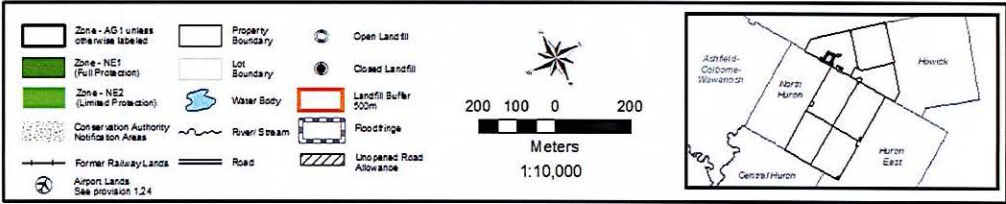


SCHEDULE 3
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 34 - 2021

Amendments 1 Amended by By-law 71-2015 2 Amended by By-law 20-2016 3 Amended by By-law 105-2017 4 Amended by By-law 66-2019 5 Amended by By-law 94-2019	Municipality of Morris-Turnberry Schedule A Key Map - Lowertown
REVISION DATE	June 07, 2021



- ☒ Zone change from D (Development) to VR2-2 (Village Residential - Medium Density - Special)
- ☒ Zone change from D (Development) VR1-18 Village Residential - Low Density - Special)
- ☒ Zone change from D (Development) VR1-17 Village Residential - Low Density - Special)



**Municipality of Morris-Turnberry
Schedule A**

Key Map - Lowertown

REVISION DATE June 07, 2021

1 Amended by By-law 71-2015
2 Amended by By-law 20-2016
3 Amended by By-law 105-2017
4 Amended by By-law 66-2019
5 Amended by By-law 94-2019

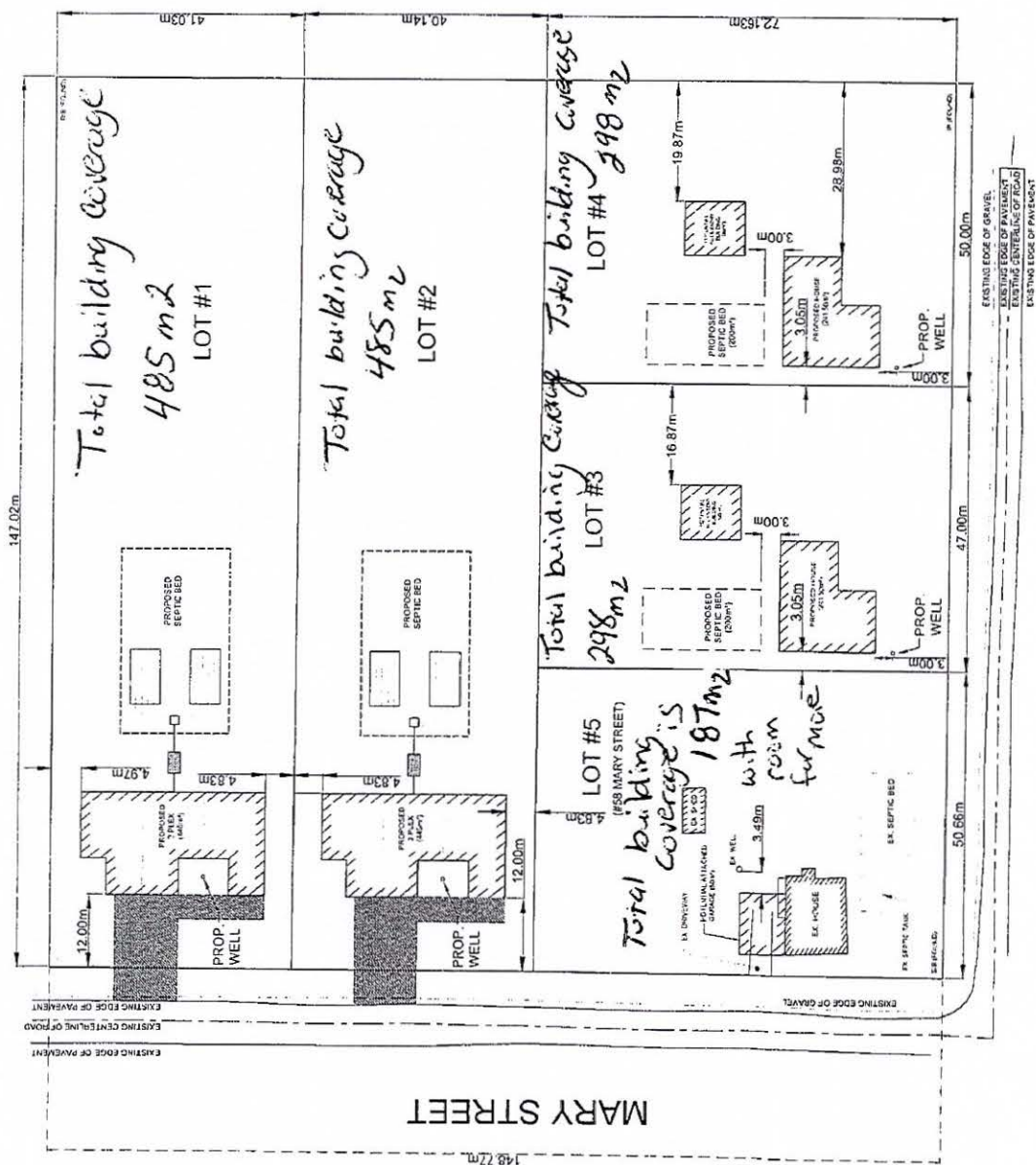
Legend:

- Zone change from D (Development) to VR2-2 (Village Residential - Medium Density - Special)
- Zone change from D (Development) to VR1-18 (Village Residential - Low Density - Special)
- Zone change from D (Development) to VR1-17 (Village Residential - Low Density - Special)
- Zone - AG1 unless otherwise labeled
- Zone - NE1 (Full Protection)
- Zone - NE2 (Limited Protection)
- Conservation Authority Notification Areas
- Former Railway Lands
- Airport Lands See provision 124
- Property Boundary
- Lot Boundary
- Water Body
- River/Stream
- Road
- Open Landfill
- Closed Landfill
- Landfill Buffer 500m
- Floodings
- Unopened Road Allowance

Scale: 40 20 0 40 Meters 1:2,000

Inset Map: Ashfield-Colborne-Wawanosh, North Huron, Huron East, Central Huron.

SCHEDULE 5 – Concept Plan submitted by Applicant
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 34 - 2021



STACEY STREET



**NOTICE OF PASSING
OF A ZONING BY-LAW AMENDMENT
BY THE CORPORATION OF THE MUNICIPALITY OF
MORRIS-TURNBERRY**
Planning Act, R.S.O. 1990, Section 34

TAKE NOTICE that the Council of the Municipality of Morris-Turnberry passed by-law number 35-2021 on the 6th day of July, 2021 under Section 34 of the Planning Act, R.S.O. 1990, as amended.

AND TAKE NOTICE that only individuals, corporations and public bodies may appeal the zoning by-law to the Local Planning Appeal Tribunal (LPAT) by filing with the Clerk of the Municipality of Morris-Turnberry, not later than the **27th day of July, 2021**. A notice of appeal may not be filed by an unincorporated association or group. However, a notice of appeal may be filed in the name of an individual who is a member of the association or the group on its behalf.

AMOUNT OF FEE for an appeal is \$300.00 payable by Certified Cheque or Money Order in Canadian funds, made out to the Minister of Finance and accompanied by Appellant Form (A1) which is available on the web site at <http://elto.gov.on.ca/tribunals/lpat/forms/appellant-applicant-forms/>.

No person or public body shall be added as a party to the hearing of the appeal unless, before the by-law was passed, the person or public body made oral submissions at a public meeting or written submissions to the Council or, in the opinion of the Local Planning Appeal Tribunal (LPAT), there are reasonable grounds to add the person or public body as a party.

AN EXPLANATION of the purpose and effect of the by-law, describing the lands to which the by-law applies is provided below. A copy of the by-law is attached.

DATED at the Municipality of Morris-Turnberry, this 9th day of July, 2021.


Trevor Hallam
CAO/Clerk

PURPOSE AND EFFECT

This application is proposing to rezone 173 Helena Street (Part of Plan 410, Lot 248, 255 PT LANE, RP 22R6321) in Lowertown, Wingham to remove the holding zone to the rear of the subject property to build a larger-than-permitted shed (maximum height of 5.3m and a maximum total floor area of 143 square metres). The rezoning will also add Natural Environment zoning to the rear of the parcel where the property abuts a Provincially Significant Wetland. The property will be rezoned to VR1-19 and NE2. The property is 0.43 hectares in size and currently contains a single detached dwelling.



THE CORPORATION OF THE MUNICIPALITY OF MORRIS-TURNBERRY

BY-LAW 35 – 2021

Being a by-law to amend by-law 45-2014 of the Municipality of Morris-Turnberry.

WHEREAS the Municipal Council of the Corporation of the Municipality of Morris-Turnberry considers it advisable to amend Morris-Turnberry Zoning By-law 45-2014, as amended, of the Corporation of the Municipality of Morris-Turnberry; and

NOW THEREFORE the Council of the Corporation of the Municipality of Morris-Turnberry ENACTS as follows:

1. This by-law shall apply to 173 Helena Street (Part of Plan 410, Lot 248, 255 PT LANE, RP 22R6321), Lowertown, in the Municipality of Morris-Turnberry and is comprised of Schedules 1-4.
2. By-law 45-2014 is hereby amended by changing the zone symbol from VR1-H (Village Residential - Low Density – Holding Zone) to VR1-19 and NE2 (Natural Environment- Limited Protection) on the lands identified as ‘zone change to VR1-19’ and ‘zone change to NE2’ on the attached Schedule 3.
3. By-law 45-2014 is hereby amended by the addition of the following:
Section 14.7.19 VR1-19 Lowertown Key Map
Notwithstanding the provisions to the contrary, the maximum total floor area for all accessory buildings shall not exceed 143m² and one accessory building is permitted to have a maximum height of 5.3m.
4. Key Map – Lowertown, By-law 45-2014 is hereby amended as shown on the attached Schedule 3 of this by-law.
5. All other provisions of By-law 45-2014 shall apply.
6. This by-law shall come into force pursuant to Section 34(21) of the Planning Act, RSO 1990, as amended.

Read a FIRST and SECOND time this 6th day of July, 2021

Read a THIRD time and FINALLY PASSED this 6th day of July, 2021


Mayor, Jamie Heffer

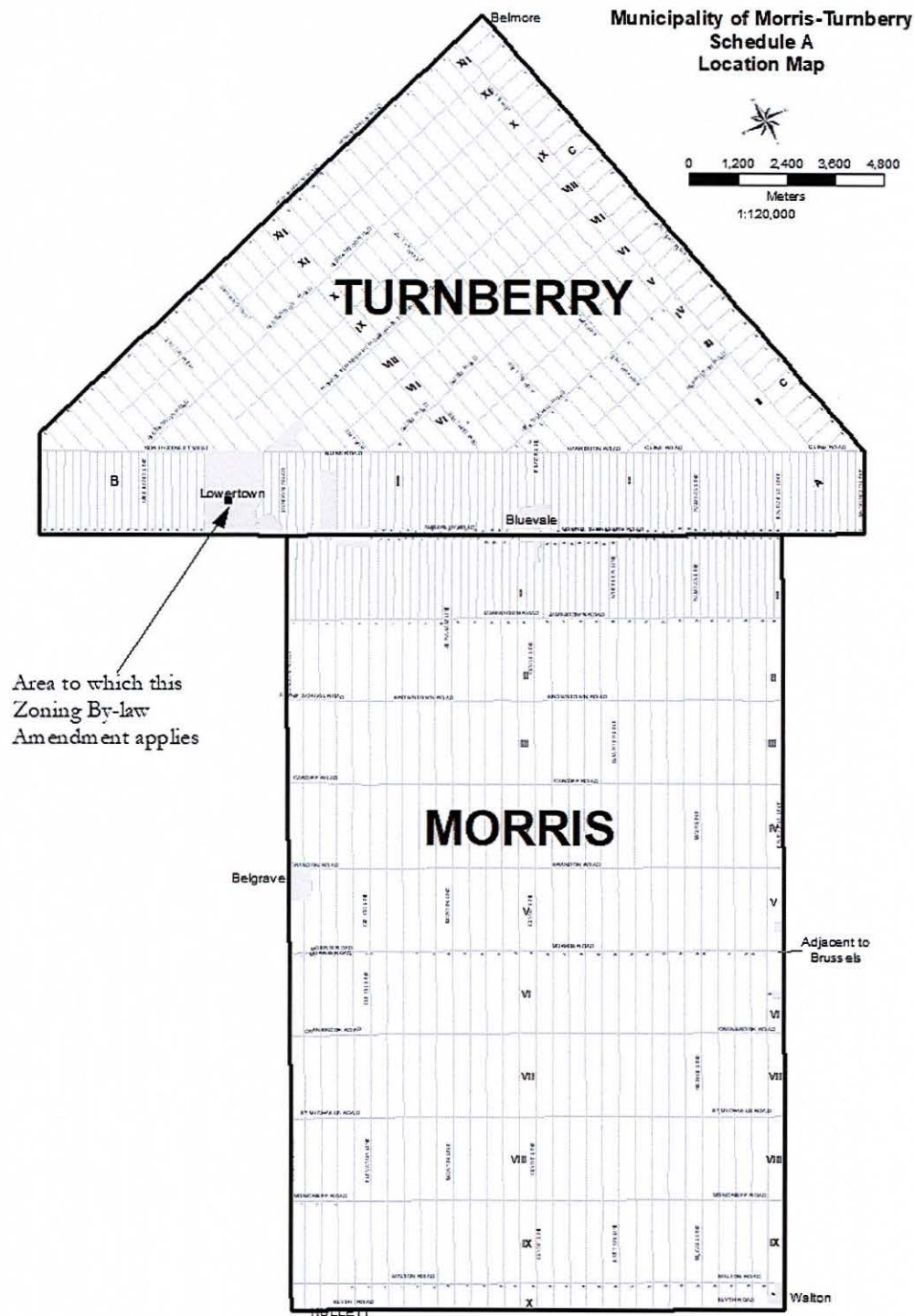

Clerk, Trevor Hallam

SCHEDULE 1
CORPORATION OF THE MUNICIPALITY OF
MORRIS-TURNBERRY
BY-LAW No. 35 - 2021

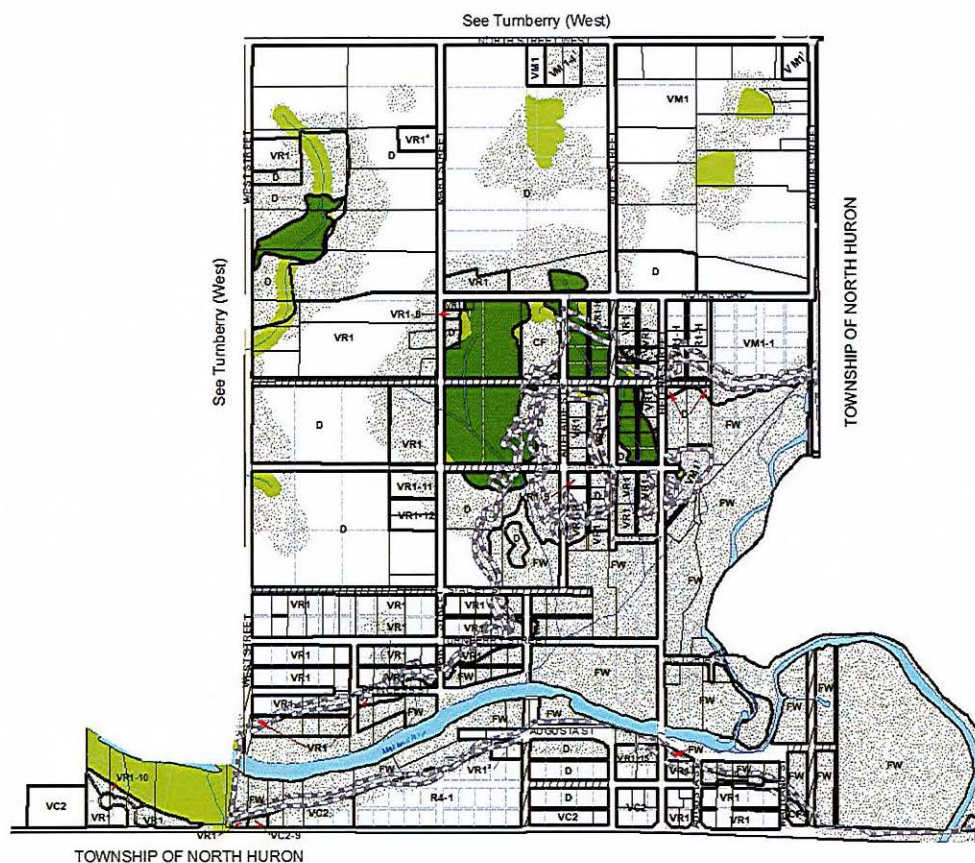
By-law No 35 - 2021 has the following purpose and effect:

1. This application proposes to rezone 173 Helena Street (Part of Plan 410, Lot 248, 255 PT LANE, RP 22R6321) in Lowertown, Wingham to remove the holding zone to the rear of the subject property to build a larger-than-permitted shed (maximum height of 5.3m and a maximum total floor area of 143 square metres). The rezoning will also add Natural Environment zoning to the rear of the parcel where the property abuts a Provincially Significant Wetland. The property is 0.43 hectares in size and currently contains a single detached dwelling.
2. This by-law amends the Municipality of Morris-Turnberry Zoning By-law 45-2014. All other zone provisions apply.
3. The location map and key map showing the location to which this by-law applies are found on the following pages and are entitled Schedule 2 - Schedule 4.

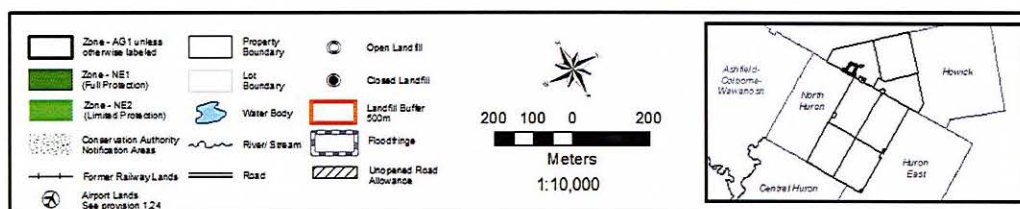
SCHEDULE 2
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 35 - 2021



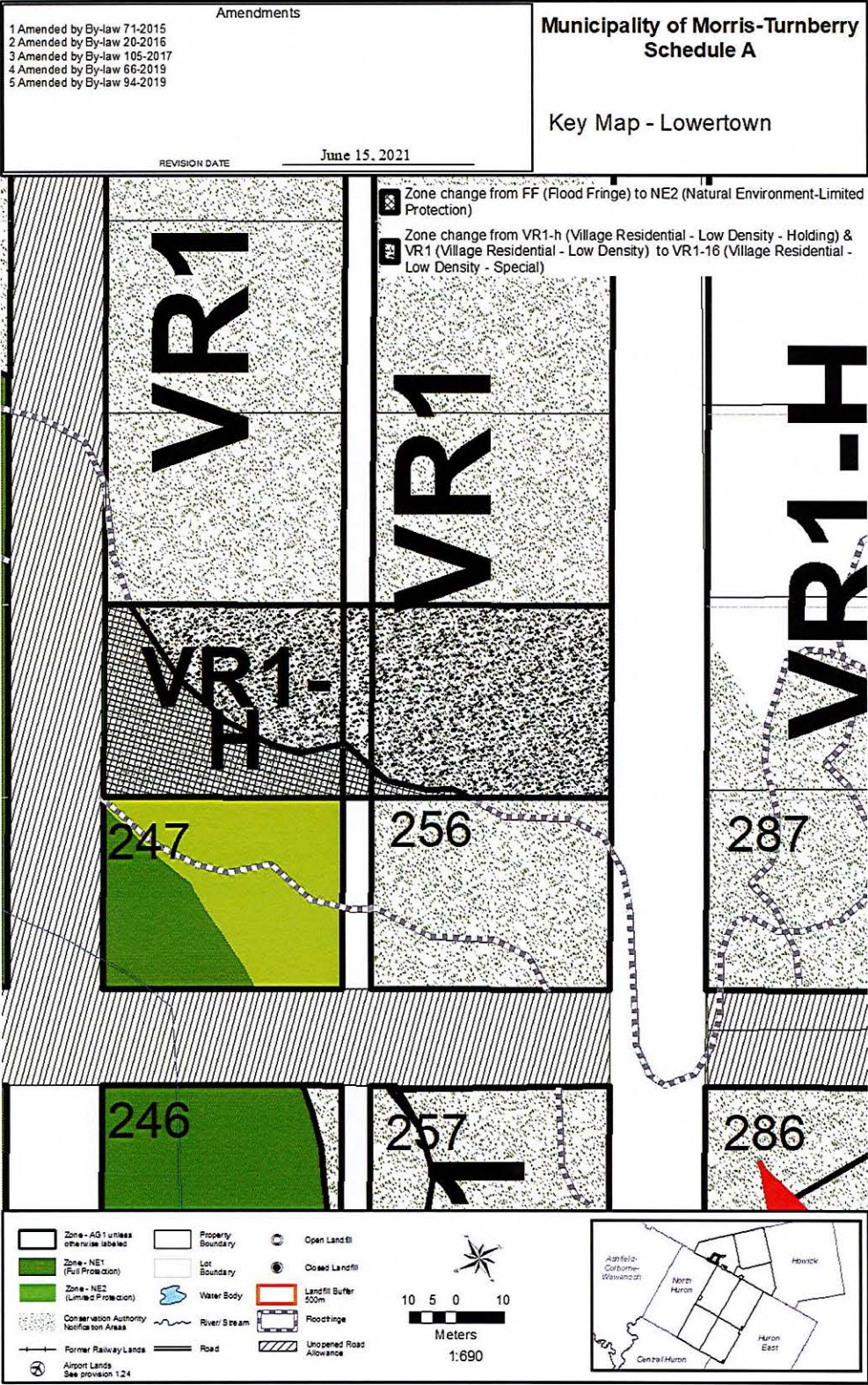
<p>Amendments</p> <p>1 Amended by By-law 71-2015 2 Amended by By-law 20-2016 3 Amended by By-law 105-2017 4 Amended by By-law 66-2019 5 Amended by By-law 94-2019</p> <p>REVISION DATE <u>June 15, 2021</u></p>	<p>Municipality of Morris-Turnberry Schedule A</p> <p>Key Map - Lowertown</p>
---	--



- Zone change from FF (Flood Fringe) to NE2 (Natural Environment-Limited Protection)
- Zone change from VR1-h (Village Residential - Low Density - Holding) & VR1 (Village Residential - Low Density) to VR1-19 (Village Residential- Low Density – Special Zone)

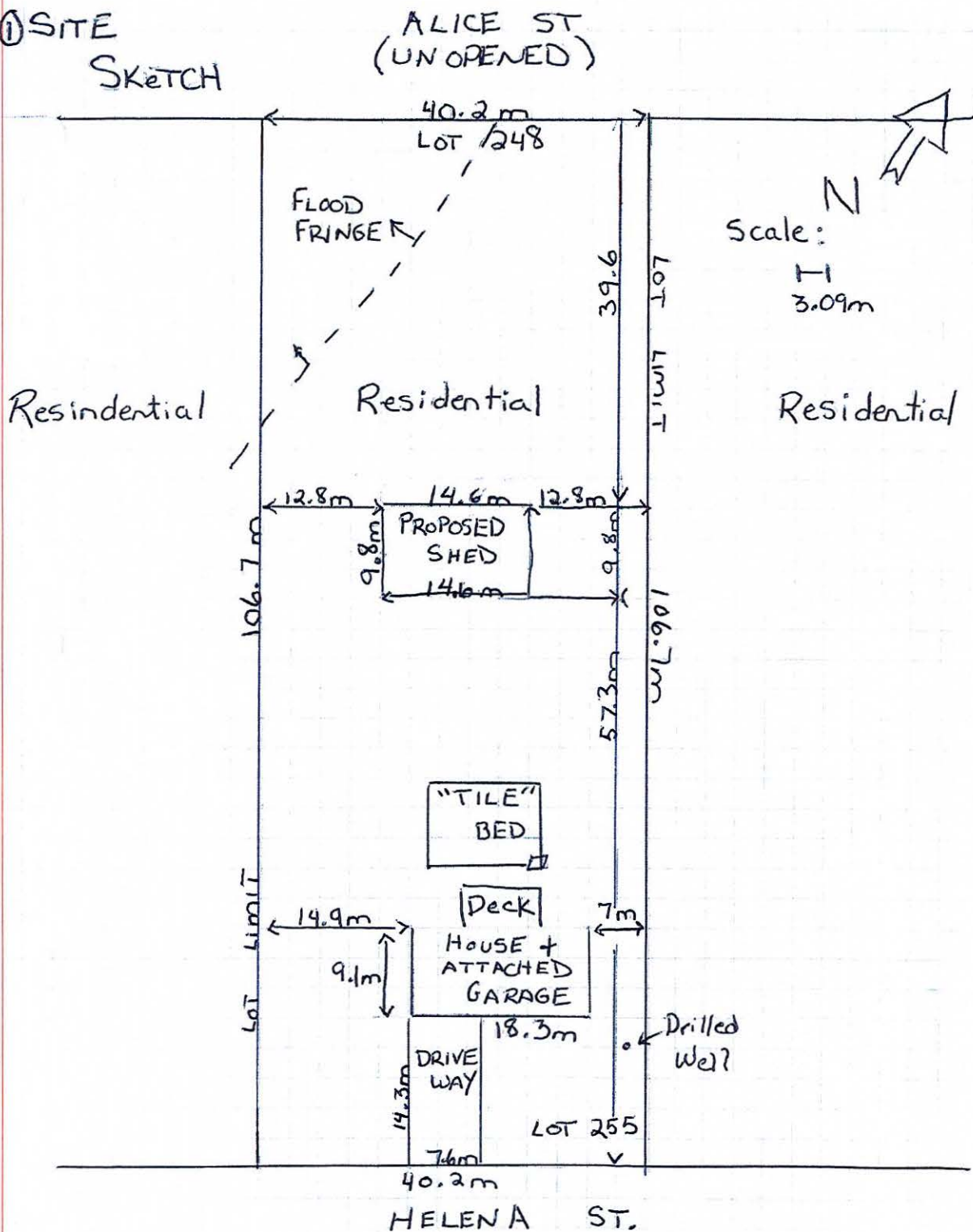


SCHEDULE 4
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 35 - 2021



SCHEDULE 5 – Concept Plan submitted by Applicant
THE CORPORATION OF THE
MUNICIPALITY OF MORRIS-TURNBERRY
BY-LAW No. 35 - 2021

① SITE
SKETCH





BOX 239 BLYTH, ONTARIO N0M 1H0

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

Attn: North Huron Council

RECEIVED

JUL 12 2021

TOWNSHIP OF NORTH HURON

Dear Councillors:

The Executive and Board of Directors, Huron Pioneer Threshers and Hobby Association Inc. would like to extend their sincere gratitude for your generous donation of two thousand dollars towards the upgrades to our Shed 3 washrooms.

The upgraded washrooms will provide a benefit to both our group and the Township of North Huron and would not have been possible this year without your help.

We are grateful for the spirit of co-operation and understanding of our mutual interactions and trust that they will continue to be of benefit to us both.

Your truly,
Huron Pioneer Threshers & Hobby Association Inc.

Jackie Lantinga, Secretary
Box 239
Blyth, On N0M 1H0



FOODCYCLER™ MUNICIPAL SOLUTIONS



ABOUT US

- Canadian company based out of Ottawa, ON
- Founded in 2011 – Company is 100% focused on Food Waste Diversion Solutions
- Products available in North America through FoodCycler Municipal / Vitamix and internationally through network of distributors & OEM partners



THE PROBLEM – FOOD WASTE

- **63%** of food waste is avoidable
- Household waste is composed of **25-50%** organic waste
- Food waste weight is up to **90%** liquid mass (which is heavy)
- The average Canadian household spends **\$1,766** on food that is wasted each year
- Each year food waste in Canada is responsible for **56.6 Million tonnes of CO2** equivalent of GHG



MUNICIPAL IMPACT

EXPENSIVE & HARMFUL

LANDFILL

- Typically **25-50%** of household waste is organic material (e.g.: Ottawa = 45%)
- Landfills are filling up fast, creating cost and environmental issues

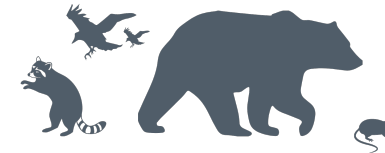
ENVIRONMENT

- Landfilled organic waste produces methane, which is **25X** more harmful than CO₂
- 1 tonne of food waste is equivalent to 1 car on the road for one year



COMMUNITY

- Food in the garbage necessitates more frequent collection
- Removing food waste reduces volume by up to **50%** and reduces the need for frequent collections
- Potential cost savings from reducing collection from weekly to biweekly (or even monthly)



- Food in the garbage attracts animals and produces unpleasant odors
- Removing food waste makes garbage much less "interesting" for animals

HAVEN'T WE SOLVED THIS ALREADY?



GREEN BINS

- Preferred solution for **larger cities** where **dense housing** and large processing facilities generate **economies of scale**
- **Contamination** is an ongoing challenge
- GHG emissions from curbside collection
- **Safety** concerns from additional trucks on the road



BACKYARD COMPOST

- **Cost-effective** but can be **labor-intensive** also
- May attract pests/animals or create unpleasant **odors**
- Most users **do not compost** in winter or inclement weather
- **Adoption rates** are relatively low and stagnant



LANDFILL

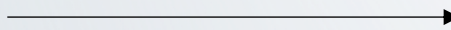
- **Easiest solution** and often perceived as the most cost-effective in the short term
- Waste is typically **out of sight and out of mind** for consumers
- High levels of GHG emissions, particularly **methane**
- Long-term **environmental hazard** requires monitoring / maintenance

THE SOLUTION

IN THREE SIMPLE STEPS



- 1.** Add waste to removeable bucket
- 2.** Add bucket to unit
- 3.** Press Start. That's it! The resulting by-product can be used in many applications.



90% FOOD WASTE REDUCTION

1 KG (2.5L) of wet,
smelly food waste

100 G of dry, sterile &
odorless soil amendment

4-8 HOURS + 0.8 kWh
<10 cents / cycle



IMPACT

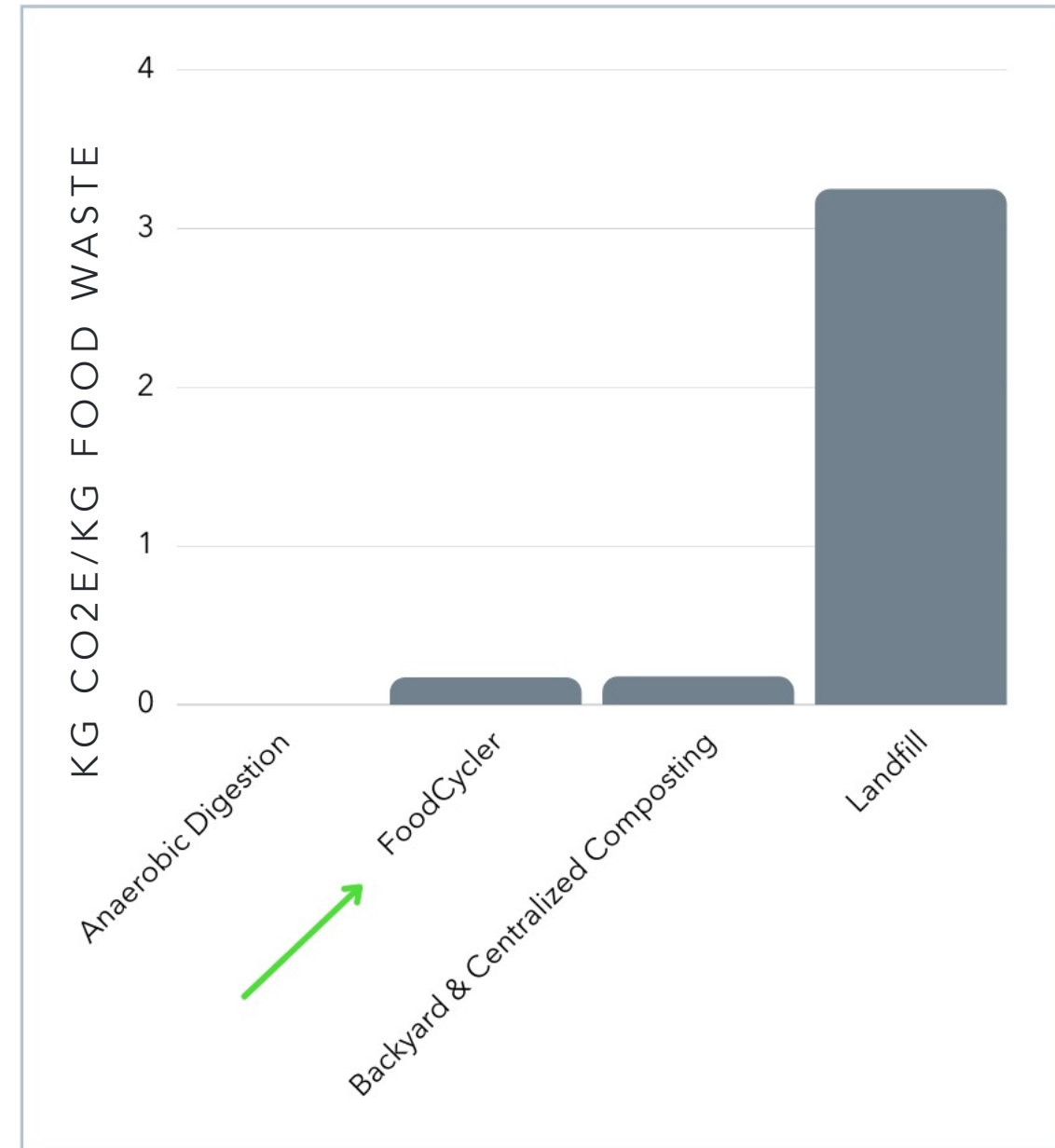
ENVIRONMENT

FOODCYCLER IS COMPARABLE TO:

- Central composting (with no transportation emissions)
- Backyard composting (if done correctly)
- FoodCycler offers >95% reduction in CO₂E vs. sending food waste to landfill

Source: Based on carbon intensity of power grid = 0.08 kg/kWh in Ontario

**Incorrect backyard composting can lead to methane gases and odours



IMPACT

ECONOMIC

EXAMPLE OF
IMPACT ON
WASTE
MANAGEMENT
OPERATING
COSTS



* FoodCycler is a
locked-in price not
subject to wage
increases, fuel
surcharges or fee
hikes



IMPACT COMMUNITY

ANIMALS

- Food waste in garbage attracts animals
- Removing food waste makes garbage much less “interesting” for animals

PICKUP REGULARITY

- Food waste is estimated to be 25-50% of household waste, this food waste makes garbage smell!
- Removing food waste reduces volume by up to 50% and reduces need for frequent collection
- Potential cost savings from reduction in collection frequency to bi-weekly



IMPACT SOCIAL

THE TIME IS NOW

Residents want solutions, and are willing to pay more for the right one



6/10 consumers are willing to change their shopping habits to reduce environmental impact



8/10 consumers indicate sustainability is important to them when making a purchase decision



Of those who say sustainability is very/extremely important to them, over 70% of them would pay a premium of 35% for sustainable/environmentally responsible brands

INFLUENCE BEHAVIOUR

BRING THE PROBLEM BACK TO THE SOURCE

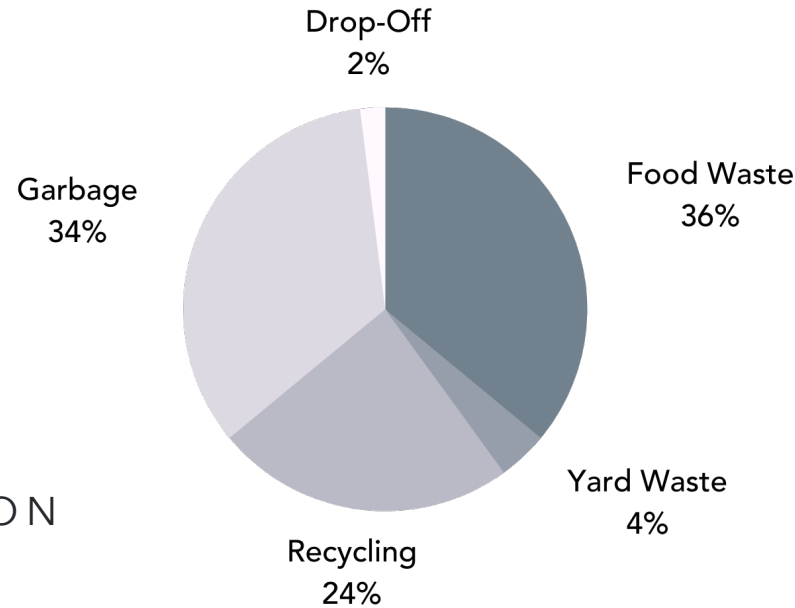
- Waste is overwhelmingly perceived as a “government problem” and there are few incentives to reduce waste
- “Bag tags” and other schemes may reduce garbage volumes, but also encourages dumping

- In-home processing brings problem back to the user and encourages behaviour change
- 63% of food waste is considered avoidable (food that could have been eaten)



IMPACT REGULATORY

ONTARIO WASTE COMPOSITION



- Food waste is estimated to be the largest component of Ontario waste streams according to 2020 data from Statistics Canada
- Based on FoodCycler estimates, total diversion of ~60% is feasible with recycling and food waste diversion programs or ~65% if yard waste collection and drop-off programs are included

Person or entity	Target
a) Municipalities subject to policy 4.1	70% waste reduction and resource recovery of food and organic waste generated by single-family dwellings in urban settlement areas by 2023
b) Municipalities in Southern Ontario subject to policy 4.2i	70% waste reduction and resource recovery of food and organic waste generated by single-family dwellings in urban settlement areas by 2025
c) Municipalities in Southern Ontario subject to policy 4.2ii	50% waste reduction and resource recovery of food and organic waste generated by single-family dwellings in urban settlement areas by 2025
d) Municipalities in Northern Ontario subject to policy 4.3	50% waste reduction and resource recovery of food and organic waste generated by single-family dwellings in urban settlement areas by 2025
e) Multi-unit residential buildings subject to policy 4.10	50% waste reduction and resource recovery of food and organic waste generated at the building by 2025
f) Industrial and commercial facilities subject to policy 4.14	70% waste reduction and resource recovery of food and organic waste generated in the facility by 2025
g) Industrial and commercial facilities subject to policy 4.15	50% waste reduction and resource recovery of food and organic waste generated in the facility by 2025
h) Educational institutions and hospitals subject to policy 4.18	70% waste reduction and resource recovery of food and organic waste generated in the facility by 2025

PILOT PROGRAM

12 WEEKS FROM START TO FINISH

PILOT TIMELINE

START

Residents purchase FoodCycler at a subsidized rate from Municipal Office (or other designated location)

12 WEEKS

Participants use the unit for a period of 12 weeks.

Number of cycles per week are tracked to estimate total diversion achieved.

END

Participants fill out an exit survey, providing their review of the program and any other feedback.

Survey results used to evaluate program success.

NEXT STEPS

Full program design and implementation.

Many grants available!

THE CITY OF NELSON PILOTS

1

★★★★★ 4.40/5 Stars

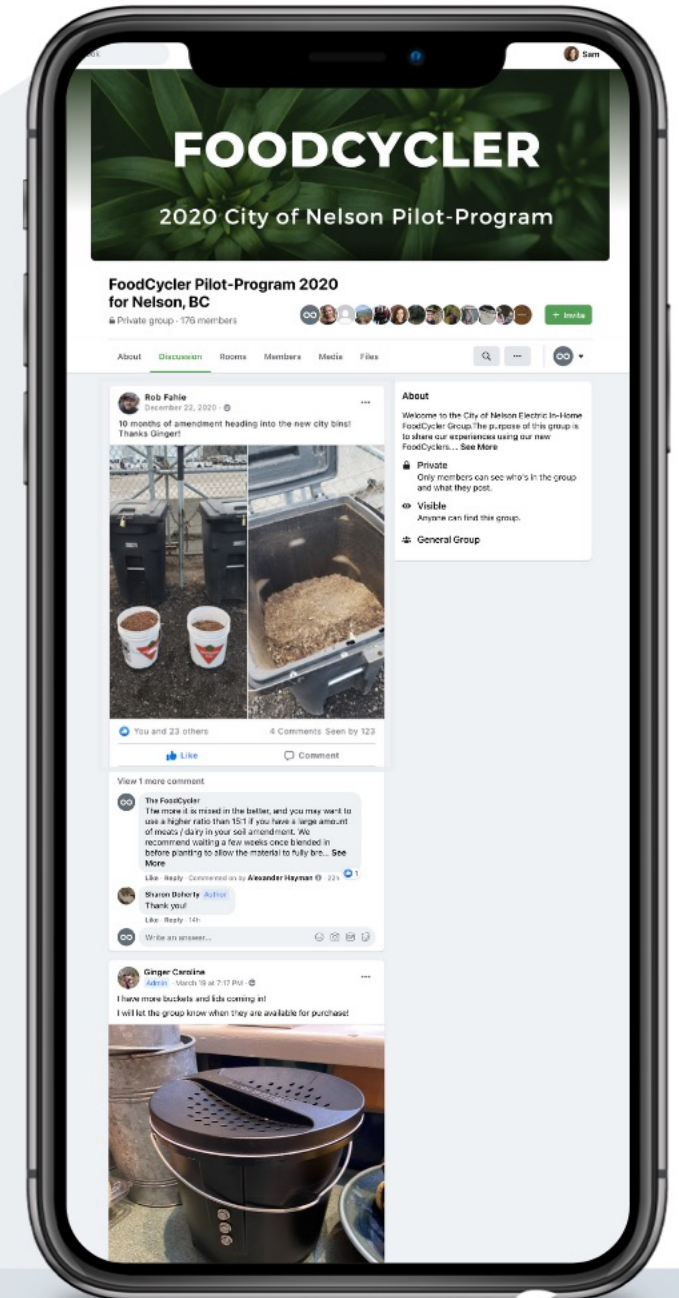
- 151 households opted-in to participate (EcoSave Program)
- 7-8 Cycles/week (**401.50 KG** annually)
- ~40% already composted

2

★★★★★ 4.55/5 Stars

- 31 random households selected by City of Nelson
- 6 cycles/week typical (**36.5 KG** annually)
- ~20% already composted
- More interest in a drop-off option for soil amendment (as a % of users)
- >90% have purchased unit or indicated that they will purchase unit from city

CREATING A ZERO-WASTE
ONLINE COMMUNITY



THE NELSON PILOTS

EXIT SURVEY RESULTS

"WOULD YOU
RECOMMEND?"

83% Yes
<1% No.

5.5% Undecided.

5.5% I need more time to assess

5.5% Other



4.4



Average rating

2L

Each bucket holds approx. 2-2.4 litres
(an average of 1 kilo) of food waste

1.1

Average daily use was 1.1
buckets per household

15

Approx. 15 tonnes of food
waste was processed over the
three month period, by 151
households.

**30,
200**

Approx. 30,200 litres of
food waste were
processed by the 151
participants, over three
months.

FOOD WASTE CHALLENGE

IMPACT CANADA SEMI-FINALIST

Winning the Impact Canada Food Waste Challenge has given us the ability to offer investment opportunity to remote, northern Canadian communities in an effort to support their environmental initiatives.

IN PARTNERSHIP WITH:



THANK YOU

ANY QUESTIONS?

Alex Hayman, Director of Strategy / Municipal Solutions
Email: alexh@foodcyclers.com
Phone: 613-979-4167

Christina Zardo – Manager, Municipal Solutions
Email: christinaz@foodcyclers.com
Phone: 613-402-7999

To: Reeve Bailey, Members of Council
Carson Lamb (Clerk), Township of North Huron
From: Monica Walker-Bolton, Planner
RE: Site Plan, Howson & Howson Ltd., Flour Mill, Loadout Expansion
Legal Description: Concession 9, Part of Lot 1, Plan 175, Blocks D, E, F, H, Plan 173, Part Block K, Plan 168, Part of Lots 93 to 95, Part of Mill Street.
Date: July 14, 2021

RECOMMENDATION

It is recommended that the application for site plan approval be **approved** and that the Township of North Huron enter into an agreement with the owners of the subject lands for the development of the property.

PURPOSE AND DESCRIPTION

This report is provided for the Township of North Huron Council meeting for their meeting on July 19, 2021.

The subject property is contains an existing flour mill. The purpose of the application is to approve an expansion of the existing mill to incorporate a new loading area.

COMMENTS

Planning

The subject property is designated 'Industrial' in the Township of North Huron Official Plan and zoned General Industrial Zone (IND2) in the Township of North Huron Zoning By-law. The Industrial designation and the IND2 Zone both permit the existing flour mill and the proposed expansion. The proposed addition meets the provisions of the North Huron Zoning Bylaw including setbacks from lot lines.

The Planning Department has reviewed the site plan with reference to the policies of the Township of North Huron Official Plan. A Noise Study was provided by the applicants in accordance with the policies of 6.4.3.3.4 to ensure that the proposed expansion did not result in any noise or dust, which would exceed the requirements set out in provincial guidelines.

The Planning Department has no concerns with the conformity of the site plan to the policies of the Township Official Plan.

SITE PLAN AGREEMENT

The purpose of the site plan agreement is to ensure development of the lands occurs in accordance with the plans and supporting documentation submitted by the developer, including:

- Howson & Howson Ltd., Flour Mill, Loadout Expansion, Site Plan A1.0, Dated May 2021 prepared by Canmar Mill Systems Ltd. and Witzel Dyce Engineering Inc.
- Howson & Howson Ltd., Blyth, ON, Loadout Expansion, Grading Plan Drawing Number 6946, dated June 1, 2021, prepared by Canmar Mill Systems Ltd.

The developer is responsible for all on-site costs associated with the proposed development.

OTHERS CONSULTED

- The Development Review Committee (Chief Building Official, Kirk Livingston; Public Works Director, Jamie McCarthy; Township Engineer, Bruce Potter)
- Marty Bedard, Fire Chief
- Huron County Public Works (Steven Lund)
- Maitland Valley Conservation Authority (Patrick Huber-Kidby; Steve Jackson)

A handwritten signature in dark ink, reading "Monica Walker-Bolton". The signature is written in a cursive, flowing style. Below the signature is a horizontal line.

Monica Walker-Bolton, Planner

Site Plan Agreement

Owner/Applicant: Howson & Howson Ltd.

Site Plan, Flour Mill, Loadout Expansion

*Legal Description: Concession 9, Part of Lot 1, Plan 175,
Blocks D, E, F, H, Plan 173, Part Block K, Plan 168, Part of
Lots 93 to 95, Part of Mill Street.*

July 19, 2021



Proposing an addition to the existing flour mill

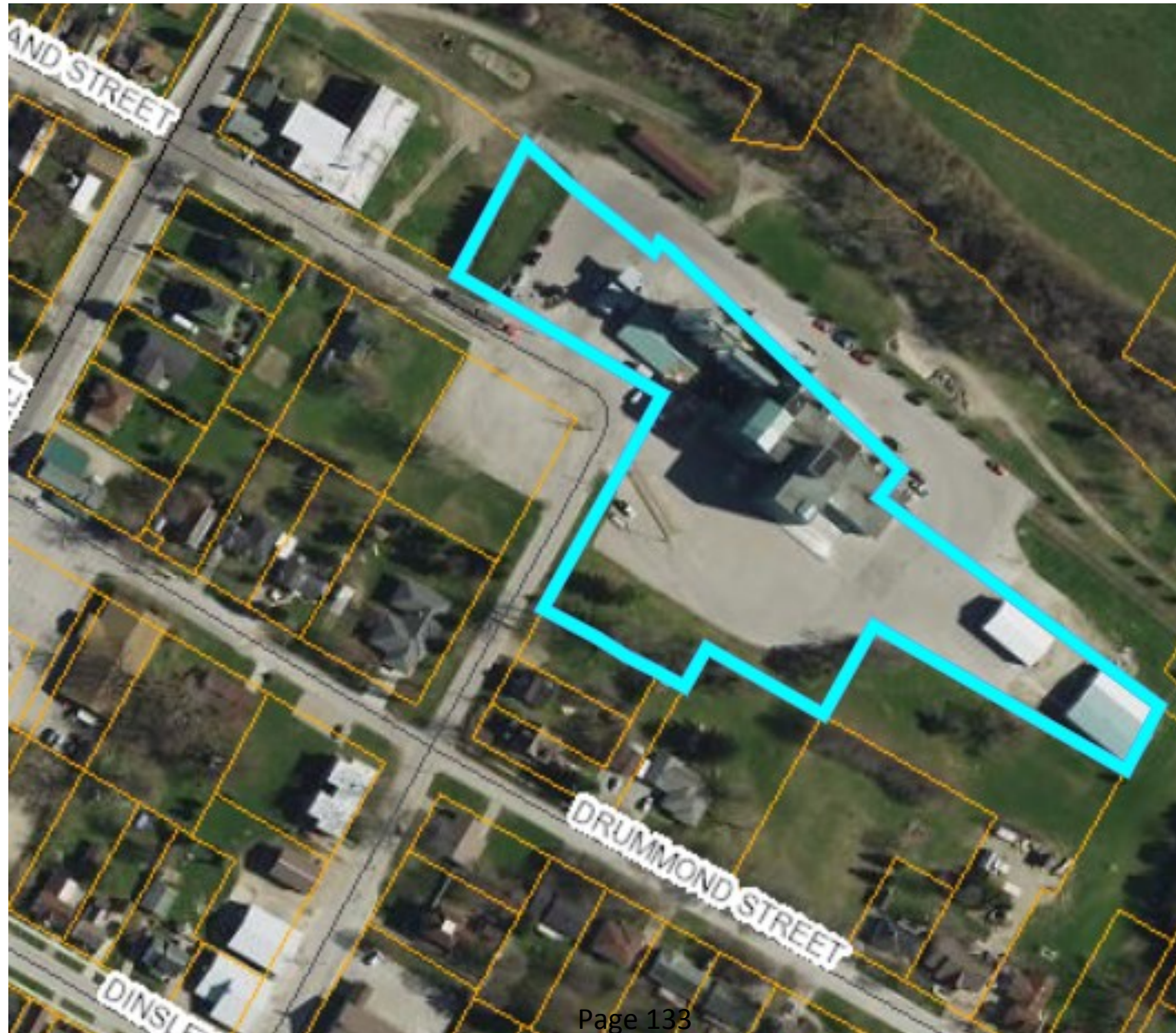
Zone: IND 2 (General Industrial)

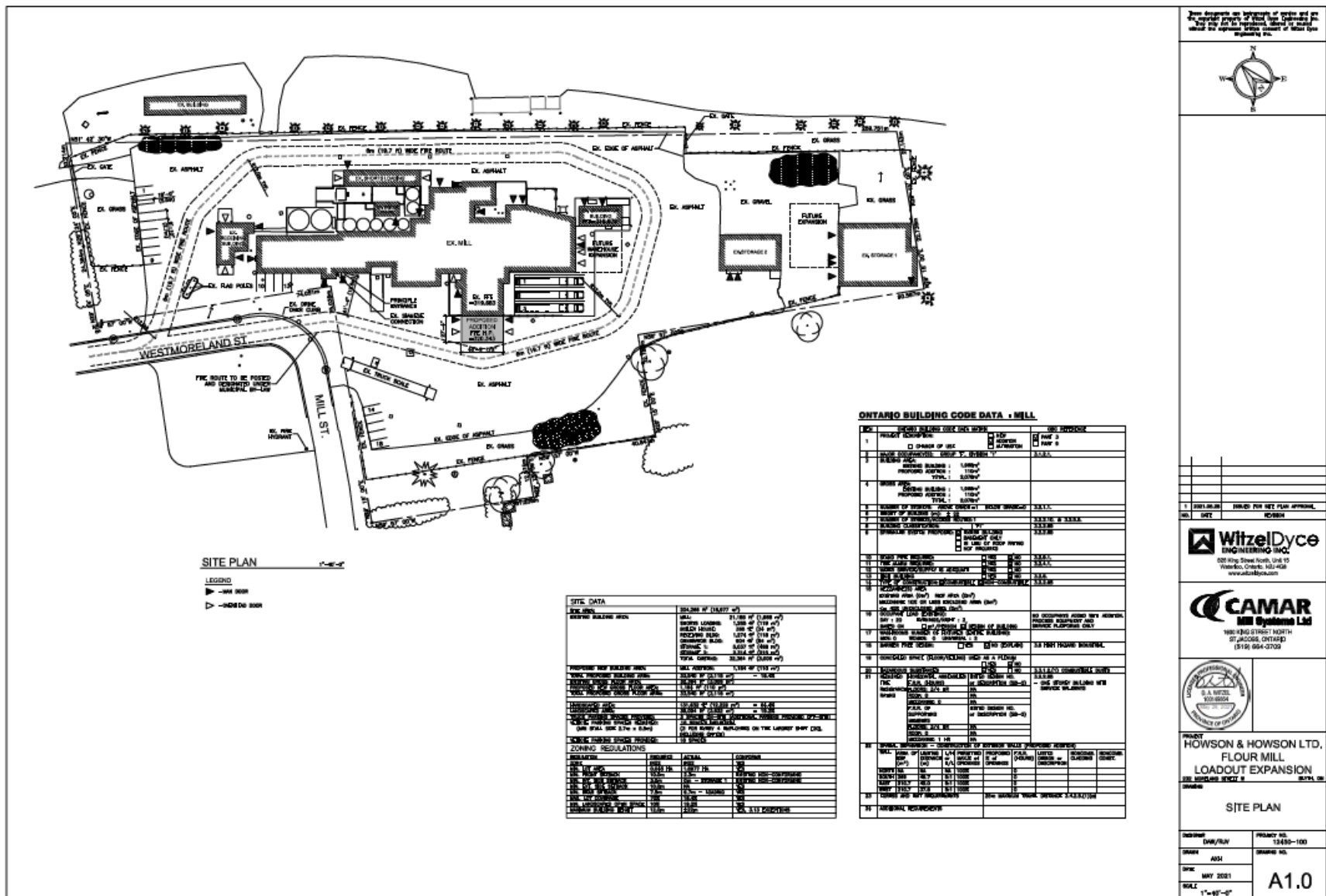
Land Use Designation: Industrial

Submitted drawings reviewed by BM Ross for NH, Huron County Public Works, Planning and North Huron staff



Subject Property





WITZELDYCE
 ENGINEERING INC.
 100 King Street North, Unit 10
 Waterloo, Ontario, N2L 4G8
 www.witzeldyce.com

CAMAR
 MILL SYSTEMS Ltd.
 100 KING STREET NORTH
 ST. JACQUES, ONTARIO
 (519) 864-0708

PROJECT
 HOWSON & HOWSON LTD.
 FLOUR MILL
 LOADOUT EXPANSION
 100 WILKINS STREET S
 BRIMLEY, ON
 M0A 1S0

SITE PLAN

DATE: 04/11/2021
 DRAWN BY: A01
 CHECKED BY: A01
 SCALE: 1"=10'-0"

A1.0

Site Plan



CORPORATION OF THE COUNTY OF HURON

Planning and Development Department

To: Mayor/Reeve and Members of Council, All Municipalities in Huron County
From: Planning Fees Working Group (Report prepared by Sandra Weber, Director)
Date: July 14, 2021
Subject: **Planning Fees Review**

The following report outlines the process used to review the current Planning Fees and provides recommendations from the Planning Fees Review Working Group for consideration by local municipalities. Once all municipalities have had the opportunity to review and provide comments and a final report is taken to County Council, the finalized Fee Schedule will be provided to municipalities to be adopted by by-law to come into effect on January 1st, 2022.

BACKGROUND

Planning application fees have historically been reviewed every 5 years. The fees were last reviewed in 2016 and a co-ordinated fee schedule was passed which set the standardized fees across the County for 2017 to 2021. At that time, all Councils across the County approved a 2% increase each year over this 5-year period with the increase occurring on January 1st each year. Since planning is a shared service, there is a cost sharing that is built into the fee schedule and the fees are reconciled quarterly with the local municipalities. There is a need to review the fees this year to establish a new fee schedule to be effective January 1st, 2022.

Section 69 of the Planning Act allows municipalities to establish a tariff of fees to cover the anticipated costs of processing planning applications. The review was based on the guiding principles that planning fees should continue to be user-pay and cover the costs incurred by the local municipality and the County for staff time and disbursements. Costs are not charged for overhead (office space, computers, training, etc.). Additional costs are reimbursed by the applicant for the municipality's peer review of consultants' reports (e.g., engineering studies, environmental impact studies, nitrate studies, etc.).

In May, 2021, County Council approved a Terms of Reference which set out the process for reviewing the fees, and established a Planning Fees Working Group, in consultation with the Huron County Clerks and Treasurers Association. The Working Group includes from the Clerks and Treasurers Association - Brad Knight (Huron East), Trevor Hallam (Morris-Turnberry), Carson Lamb (North Huron), Florence Witherspoon (ACW), Rebecca Msuya-Collison (South Huron), Planning Co-ordinators – Arlene Parker (Bluewater), Vanessa Culbert (South Huron) and Planning and Development staff including Sandra Weber, Craig Metzger, Laura Simpson and Lisa Finch, Land Division Administrator.

The Working Group reviewed fees from comparator municipalities across the Province, reviewed the current fee for each type of planning application to determine recommended changes to cover staff time and disbursements, and discussed the need for additional fees for services that are not currently included in the Fee Schedule. The recommended changes were then reviewed with the Huron County Clerks and Treasurers Association and also sent out by e-mail for comment to all CAO's/Clerks across the County.

COMMENTS

The Working Group, after consultation with the Clerks and Treasurers Association, recommends the following changes to the Planning Fees Schedule for 2022-2026 (full Draft Fee Schedule attached for review):

- Maintain a 2% yearly increase for all planning fees;
- Consents (Severances) to be split into 2 categories:
 1. Technical Consents- such as Easements, Right of Ways, Correction of Title, Well Block, Validation Certificate, minor lot enlargement, re-creation of original farm lots would be set at the current rate +2% at \$2250
 2. Consents for New Lot Creation – such as Surplus and the creation of a new lots would be increased to \$3250. This reflects the increase in the amount of time spent by staff in responding to concerns of neighbours, reviewing studies, drafting conditions, etc. Note: it was agreed that a fee would not be charged for breaking an original severance (e.g. 1 sq. foot) if combined with a Consent application which is currently the practice in most municipalities;
- Plans of Subdivision/Condominium - Base fee increased from \$6623 to \$9000 +\$170/lot/block/unit over 10, with the maximum cap deleted. This increase reflects the complexity of the files and the increased staff time required to review;
- Increase fee for Draft Plan Extension to \$2000;
- Final Approval/Phased Final Approval - fee for each Phase for Approval \$1125 *Additional fee if new lots/blocks/units being created at final registration of \$170/lot/block/unit (can occur when processing Block Plans);
- Part Lot Control By-law - remove discount if following a related planning application. New fee proposed to be \$2250 plus \$170/additional conveyable Part over 2;
- New Fee of \$300 for a re-circulation of any type of application, if a result of a change made by applicant;
- Removal of Holding Symbol - no fee if combined with a planning application and imposed by Municipality (deleted words “following a related planning application”).

NEXT STEPS

Once all municipalities have had the opportunity to review and provide comments and a final report is taken to County Council, the finalized Fee Schedule will be provided to municipalities to be adopted by by-law to come into effect on January 1st, 2022.



Sandra Weber, Director

2022 FEES	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,126.00	\$2,815.00	\$3,941.00
Zoning By-law Amendment (ZBLA)	\$669.00	\$1,357.00	\$2,026.00
Minor Variance (1 or 2)	\$677.00	\$898.00	\$1,575.00
Minor Variance (3 or more)	\$901.00	\$1,125.00	\$2,026.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re- creation of original lots, etc.)	\$561.00	\$1,689.00	\$2,250.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)	\$813.00	\$2,437.00	\$3,250.00
Plan of Subdivision/Condominium	\$3,000.00	\$6,000.00	\$9,000.00
Lots/Blocks/Units over 10	add \$58 per lot/unit/ block	add \$112 per lot/unit/ block	add \$170 per lot/unit/ block
Draft approval extension	\$500.00	\$1,500.00	\$2,000.00
Phasing, Final Approval*	\$281.00	\$844.00	\$1125 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$140.00	\$422.00	\$562.00 *
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$170/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,387.00	\$3,567.00	\$4,954.00
Combined County & Local OPA	\$1,306.00	\$5,225.00	\$6,531.00
Combined County OPA, Local OPA & ZBL	\$1,748.00	\$5,853.00	\$7,601.00
Removal of Holding (H) Symbol	\$281.00	\$280.00	\$561.00
If combined with a planning application and when H is imposed by the Municipality	\$0.00	\$0.00	\$0.00
Renewal of Temporary Use Zoning By-law	\$502.00	\$1,018.00	\$1,520.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$224.00	\$225.00	\$449.00
Where combined with any other planning application	\$112.00	\$112.00	\$224.00
Part Lot Control *	\$1,104.00	\$1,104.00	\$2,250.00
	add \$58 per additional conveyable Part over 2	add \$112 per additional conveyable Part over 2	plus \$170 per additional conveyable Part over 2
*in both cases, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re- circulation.	Fee to be paid to Municipality responsible for re- circulation.	\$300.00
Agreements: site plan control, subdivision, condominium, development, lot grading & draining (Planning costs to be reimbursed like legal, and engineering). Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature) -comments on planning application -review terms of reference and EIS)		\$220 (\$45.50/hour)	\$220 Variable

2023 FEES	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,166.00	\$2,854.00	\$4,020.00
Zoning By-law Amendment (ZBLA)	\$683.00	\$1,384.00	\$2,067.00
Minor Variance (1 or 2)	\$691.00	\$916.00	\$1,607.00
Minor Variance (3 or more)	\$909.00	\$1,158.00	\$2,067.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re- creation of original lots, etc.)	\$574.00	\$1,721.00	\$2,295.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)	\$829.00	\$2,486.00	\$3,315.00
Plan of Subdivision/Condominium	\$3,060.00	\$6,120.00	\$9,180.00
Lots/Blocks/Units over 10	add \$59 per lot/unit/ block	add \$114 per lot/unit/ block	add \$173 per lot/unit/ block
Draft approval extension	\$510.00	\$1,530.00	\$2,040.00
Phasing, Final Approval*	\$287.00	\$861.00	\$1148 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$143.00	\$430.00	\$573*
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$173/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,415.00	\$3,638.00	\$5,053.00
Combined County & Local OPA	\$1,332.00	\$5,330.00	\$6,662.00
Combined County OPA, Local OPA & ZBL	\$1,783.00	\$5,970.00	\$7,753.00
Removal of Holding (H) Symbol	\$286.00	\$286.00	\$572.00
If combined with a planning application and when H is imposed by the Municipality	\$0.00	\$0.00	\$0.00
Renewal of Temporary Use Zoning By-law	\$512.00	\$1,039.00	\$1,550.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$229.00	\$229.00	\$458.00
Where combined with any other planning application	\$114.00	\$114.00	\$228.00
Part Lot Control *	\$1,148.00	\$1,147.00	\$2,295.00
	add \$59 per additional conveyable Part over 2	add \$114 per additional conveyable Part over 2	plus \$173 per additional conveyable Part over 2
*in both cases, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re- circulation.	Fee to be paid to Municipality responsible for re- circulation.	\$306.00
Agreements: site plan control, subdivision, condominium, development, lot grading & draining (Planning costs to be reimbursed like legal, and engineering). Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature) -comments on planning application -review terms of reference and EIS)		\$224 (\$46.00/hour)	\$224 Variable

2024 FEES	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,189.00	\$2,911.00	\$4,100.00
Zoning By-law Amendment (ZBLA)	\$696.00	\$1,412.00	\$2,108.00
Minor Variance (1 or 2)	\$675.00	\$934.00	\$1,639.00
Minor Variance (3 or more)	\$924.00	\$1,176.00	\$2,100.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re- creation of original lots, etc.)	\$585.00	\$1,756.00	\$2,341.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)	\$845.00	\$2,536.00	\$3,381.00
Plan of Subdivision/Condominium	\$3,122.00	\$6,242.00	\$9,364.00
Lots/Blocks/Units over 10	add \$60 per lot/unit/ block	add \$116 per lot/unit/ block	add \$176 per lot/unit/ block
Draft approval extension	\$520.00	\$1,561.00	\$2,081.00
Phasing, Final Approval*	\$293.00	\$878.00	\$1171 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$143.00	\$438.00	\$584*
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$176/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,443.00	\$3,711.00	\$5,154.00
Combined County & Local OPA	\$1,359.00	\$5,436.00	\$6,795.00
Combined County OPA, Local OPA & ZBL	\$1,819.00	\$6,089.00	\$7,908.00
Removal of Holding (H) Symbol	\$286.00	\$286.00	\$583.00
If combined with a planning application and when H is imposed by the Municipality	\$0.00	\$0.00	\$0.00
Renewal of Temporary Use Zoning By-law	\$522.00	\$1,059.00	\$1,581.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$234.00	\$233.00	\$467.00
Where combined with any other planning application	\$116.00	\$117.00	\$233.00
Part Lot Control *	\$1,171.00	\$1,170.00	\$2,341.00
	add \$60 per additional conveyable Part over 2	add \$116 per additional conveyable Part over 2	plus \$176 per additional conveyable Part over 2
*in both cases, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re- circulation.	Fee to be paid to Municipality responsible for re- circulation.	\$312.00
Agreements: site plan control, subdivision, condominium, development, lot grading & draining (Planning costs to be reimbursed like legal, and engineering). Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature) -comments on planning application -review terms of reference and EIS)		\$228 (\$46.50/hour)	\$228 Variable

2025 FEES	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,213.00	\$2,969.00	\$4,182.00
Zoning By-law Amendment (ZBLA)	\$709.00	\$1,441.00	\$2,150.00
Minor Variance (1 or 2)	\$719.00	\$953.00	\$1,672.00
Minor Variance (3 or more)	\$942.00	\$1,200.00	\$2,142.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re-creation of original lots, etc.)	\$597.00	\$1,791.00	\$2,388.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)	\$862.00	\$2,587.00	\$3,449.00
Plan of Subdivision/Condominium	\$3,184.00	\$6,367.00	\$9,551.00
Lots/Blocks/Units over 10	add \$61 per lot/unit/ block	add \$119 per lot/unit/ block	add \$180 per lot/unit/ block
Draft approval extension	\$531.00	\$1,592.00	\$2,123.00
Phasing, Final Approval*	\$298.00	\$896.00	\$1194 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$149.00	\$447.00	\$596*
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$180/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,472.00	\$3,785.00	\$5,257.00
Combined County & Local OPA	\$1,386.00	\$5,545.00	\$6,931.00
Combined County OPA, Local OPA & ZBL	\$1,855.00	\$6,211.00	\$8,066.00
Removal of Holding (H) Symbol	\$298.00	\$297.00	\$595.00
If combined with a planning application and when H is imposed by the Municipality	\$0.00	\$0.00	\$0.00
Renewal of Temporary Use Zoning By-law	\$532.00	\$1,081.00	\$1,613.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$238.00	\$238.00	\$476.00
Where combined with any other planning application	\$119.00	\$119.00	\$238.00
Part Lot Control *	\$1,194.00	\$1,194.00	\$2,388.00
	add \$61 per additional conveyable Part over 2	add \$119 per additional conveyable Part over 2	plus \$180 per additional conveyable Part over 2
*in both cases, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re- circulation.	Fee to be paid to Municipality responsible for re-circulation.	\$318.00
Agreements: site plan control, subdivision, condominium, development, lot grading & draining (Planning costs to be reimbursed like legal, and engineering). Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature) -comments on planning application -review terms of reference and EIS)		\$233 (\$47.00/hour)	\$233 Variable

2026 FEES	Municipal	County	TOTAL
Official Plan Amendment (OPA), Local OPA, County OPA	\$1,237.00	\$3,029.00	\$4,266.00
Zoning By-law Amendment (ZBLA)	\$724.00	\$1,469.00	\$2,193.00
Minor Variance (1 or 2)	\$733.00	\$972.00	\$1,705.00
Minor Variance (3 or more)	\$961.00	\$1,224.00	\$2,185.00
Consent-Technical (e.g. lot additions, easements, ROW's, Validation Certificates, re- creation of original lots, etc.)	\$609.00	\$1,827.00	\$2,436.00
Consent-New Lot Creation (e.g. new lots, surplus farm severances)	\$879.00	\$2,639.00	\$3,518.00
Plan of Subdivision/Condominium	\$3,248.00	\$6,494.00	\$9,742.00
Lots/Blocks/Units over 10	add \$63 per lot/unit/ block	add \$121 per lot/unit/ block	add \$184 per lot/unit/ block
Draft approval extension	\$541.00	\$1,624.00	\$2,165.00
Phasing, Final Approval*	\$304.00	\$914.00	\$1218 per final approval/phase*
Changes to a Draft Approval Plan or Conditions*	\$152.00	\$456.00	\$608*
*Note: Where Final Approval, Phasing or Changes to draft plan conditions result in the creation of additional lots/blocks/units, an additional fee of \$184/lot/block/unit shall apply.			
Combined Local OPA & ZBL	\$1,501.00	\$3,861.00	\$5,362.00
Combined County & Local OPA	\$1,414.00	\$5,656.00	\$7,070.00
Combined County OPA, Local OPA & ZBL	\$1,892.00	\$6,335.00	\$8,227.00
Removal of Holding (H) Symbol	\$303.00	\$304.00	\$607.00
If combined with or a planning application and when H is imposed by the Municipality	\$0.00	\$0.00	\$0.00
Renewal of Temporary Use Zoning By-law	\$543.00	\$1,102.00	\$1,645.00
By-law to Deem lots not in a Plan of Subdivision, or the repeal of such By-law *	\$243.00	\$243.00	\$486.00
Where combined with any other planning application	\$122.00	\$121.00	\$243.00
Part Lot Control *	\$1,218.00	\$1,218.00	\$2,436.00
	add \$63 per additional conveyable Part over 2	add \$121 per additional conveyable Part over 2	plus \$184 per additional conveyable Part over 2
*in both cases, applicants cover all legal costs & by-law prep			
Application Re-circulation fee (resulting from a change/meeting cancellation requested by the applicant)	Fee to be paid to Municipality responsible for re- circulation.	Fee to be paid to Municipality responsible for re- circulation.	\$324.00
Agreements: site plan control, subdivision, condominium, development, lot grading & draining (Planning costs to be reimbursed like legal, and engineering). Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality	Cost recovery for legal, engineering and planning costs. Application fee determined by local municipality
Natural Heritage Review by County Biologist (if development is proposed within 120m of a Natural Heritage feature) -comments on planning application -review terms of reference and EIS)		\$238 (\$47.50/hour)	\$238 Variable



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-20

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Carson Lamb, Clerk
DATE: 19/07/2021
SUBJECT: CL-2021-20 Reallocation of Records Management Modernization Funds
ATTACHMENTS: Letter of Approval - Intake 2 Municipal Modernization Program

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Clerk dated July 19, 2021, regarding the Reallocation of Records Management Modernization Funds, for information purposes;

AND FURTHER, THAT Council authorizes the \$22,800 in Modernization Funds previously allocated for the additional Laserfiche licences to be reallocated as set out in staff report CL-2021-20;

AND FURTHER, THAT the Director of Finance be authorized to make the necessary changes to the 2021 budget.

EXECUTIVE SUMMARY

Under the Implementation Stream of Intake 2 of the Municipal Modernization Program, the Township of North Huron was approved for its Digital Modernization (Records Management) project. As Council is aware, this project allows for the onboarding of additional Records Management Assistant Contract employees that will be working with the various Departments to scan and classify historical documents into Laserfiche. The end goal of the project is to implement an entirely electronic municipal records management and retention program to increase efficiency and effectiveness and to lower costs in the long-term.

The Provincial funding is for up to 75% of total eligible costs to implement the project and the Ontario Government will be providing funding of up to \$108,750. The letter of approval from the Honourable Steve Clark, Minister of Municipal Affairs and Housing is attached for Council's reference.

DISCUSSION

To be eligible for the Intake 2 funding, the Township was required to confirm that it had fully spent or allocated the unconditional modernization funding provided by the Province in March of 2019. To satisfy this requirement, on March 1, 2021, the CAO brought staff report CAO-2021-07 to Council to allocate those funds. As part of this allocation, \$22,800 was approved by Council for the additional Laserfiche licences required for all staff. However, since that time, and as previously reported in staff report CL-2021-09 Clerk's Department Activity Report – May 2021, the Clerk has proceeded with a migration to the new Municipal Site Licence.

The Municipal Site Licence is a new product developed through Laserfiche and is designed specifically for municipalities. Under the Municipal Site Licence, the Township of North Huron no longer purchases individual Laserfiche user licences through the County of Huron. Instead, the Township purchases a Municipal Site Licence that includes a bulk of 100 licences to be utilized and transferred

throughout the Corporation, as needed. The Township now maintains its own site and has removed all County involvement in the process. This has saved staff time and a great deal of costs as the \$22,800 previously allocated for Laserfiche licences is no longer required.

At this time, the Clerk is seeking Council authorization to reallocate those funds to other records management expenditures required to onboard the additional Records Management Assistant Contract employees. The Clerk is recommending that the \$22,800 be reallocated as follows:

Township's 25% Contribution

Council had previously allocated \$35,000 to go towards the Township's 25% contribution to the Digital Modernization (Records Management) project. The Province of Ontario has since informed the Township that they will be providing funding of up to \$108,750, and knowing this, another \$1,250.00 is needed for the municipal contribution. It is recommended that \$1,250.00 be reallocated to cover the remainder of the Township's 25% contribution.

Consistent Contracts for All Four Employees

As noted in the letter of approval from the Honourable Steve Clark, Minister of Municipal Affairs and Housing, all final reporting on the project must occur by September 30, 2022. Due to delays in the approvals process by the Province, the Township has had to redevelop its initial approach to the project. To maximize the use of Provincial funds while still being able to meet the September 30, 2022 reporting deadline, the Clerk is intending to proceed with the onboarding of four (4) 12-month contracts.

By allowing for exactly four (4) 12-month contracts, it ensures consistency among the four employees who would be onboarded. By proceeding with four 12-month contracts, the likelihood of successfully filling the positions with qualified candidates is also increased as the positions become more desirable for potential applicants. Knowing this, the Clerk is recommending that \$9,138.14 be reallocated to cover the costs to allow for the onboarding of exactly four (4) 12-month contracts.

IT Equipment and Related Records Management Infrastructure

As noted in the Municipal Modernization Program Intake 2 guidelines, capital expenditures such as IT equipment infrastructure are not eligible for funding as project costs. Knowing this, funds are required in order for the Records Management Assistant Contract employees to have the infrastructure in place to fulfill their required duties. To cover the purchase and installation of the IT equipment and related infrastructure necessary to onboard the four (4) employees, it is recommended that the remaining \$12,411.86 be reallocated for this purpose. This would include the purchase/installation of: laptops, OCR scanners, computer monitors, keyboards, internet ports, and 2 desks/workstations.

Importantly, all infrastructure purchased would not be unused at the end of the contracts. Each year the Township budgets for the replacement of old equipment/technology as the old equipment/technology stops working. Knowing this, the IT equipment (such as laptops, keyboards, monitors etc.) would be used to replace the Township's old equipment that is required to be replaced anyways. Moreover, as all departments will need the ability to scan their documents into Laserfiche on an ongoing basis, the OCR scanners will be able to be redeployed to each department for use. This will

ensure that the documents from all departments continue to be transferred into the Laserfiche system.

FINANCIAL IMPACT

If the recommendations of the Clerk are approved by Council, the \$22,800 that was previously allocated for Laserfiche licences will be reallocated as follows:

- \$1,250.00 – To cover the remainder of the Township’s 25% contribution
- \$9,138.14 – To allow for the onboarding of exactly four (4) 12-month contracts
- \$12,411.86 – To cover the IT equipment and related infrastructure necessary to onboard the employees (laptops, OCR scanners, computer monitors, keyboards, internet ports, and 2 desks/workstations)

As the recommendations of this report would result in unconditional modernization funds being reallocated to other records management expenditures, there would be no impact on taxation. All funds being utilized have been provided to the Township by the Provincial government as grants.

FUTURE CONSIDERATIONS

None at this time.

RELATIONSHIP TO STRATEGIC PLAN

The actions of this report satisfy Action Item 3.5. - “Update the Township’s digital processes (incl. website, online payment options, etc.)” of the 2020-2023 Township of North Huron Strategic Plan.



Carson Lamb, Clerk



Dwayne Evans, CAO

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-3044

June 30, 2021

Your Worship
Reeve Bernie Bailey
Township of North Huron

Dear Reeve Bailey,

Thank you for your application to the second intake of the **Municipal Modernization Program** and for your commitment to delivering modern, efficient services that are financially sustainable.

Under the third-party review stream, I am pleased to inform you that the Ford government will provide funding of up to \$30,000 towards:

- Township of North Huron Information Technology Review

All funding is for the cost of an independent third-party reviewer to deliver a final report with specific and actionable recommendations for cost-savings and efficiencies by November 30, 2021.

Under the implementation stream, I am pleased to inform you that the Ford government will provide funding of up to \$108,750 towards:

- Township of North Huron Digital Modernization

The provincial funding is for up to 75% of total eligible costs to implement the project and complete a final report that forecasts annual savings and other efficiency outcomes by September 30, 2022.

In 2019, the Ford government launched the MMP to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective. The impacts of the COVID-19 outbreak have made this work more important than ever. The projects selected for funding under the second intake of the Municipal Modernization Program will further support municipalities' efforts to implement efficiencies, with a focus

on digital modernization, service integration, streamlining development approvals and alternative service delivery.

I understand how important this work will be to your community. To help you get started, an interim payment will be issued following execution of a transfer payment agreement. Ministry staff will forward instructions and a transfer payment agreement for each approved project in the coming days and will work with you to have it finalized. If you have questions, please contact your municipal advisor, or email municipal.programs@ontario.ca.

I would like to offer my congratulations on this funding approval and extend my best wishes as you work to improve service delivery and administrative efficiency in your municipality.

Sincerely,



Steve Clark
Minister

c. Dwayne Evans, CAO/Deputy Clerk, Township of North Huron
Donna White, Director of Finance, Township of North Huron
The Honourable Lisa Thompson, MPP, Huron—Bruce



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-05

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 19/07/2021
SUBJECT: FA-2021-05 Council Chambers Investigations
ATTACHMENTS: Report CL-2020-24, Report FA-2021-04

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated July 19, 2021 regarding Council Chambers Investigations;

AND FURTHER, THAT Council directs staff to proceed with investigating option # _____ as the preferred option for the location of a permanent Council Chambers.

EXECUTIVE SUMMARY

As part of the 2020 budget deliberations, Council recognized the office space challenges being experienced at Town Hall and directed staff to conduct investigations to address the need for additional office space at the Town Hall facility. Moreover, at the August 10, 2020 regular meeting, Council directed staff to investigate other potential Council Chambers locations to allow for better physical distancing and safer in-person Council meetings for the long-term.

Following this and in light of COVID-19, North Huron staff immediately conducted investigations of the Township's existing space to find a temporary or permanent relocation option for the Council Chambers that would allow for better physical distancing and safer in-person Council meetings, as well as better physical distancing with staff office space throughout the Town Hall facility.

On October 5, 2020, the Clerk brought forward staff report CL-2020-24 to Council. The purpose of this report was to present Council with the results of initial investigations into finding either a temporary or permanent facility using existing space for the relocation of the Council Chambers. Investigations were conducted by the Clerk, the former Director of Public Works, and representatives from ContinUIT. The investigations focused primarily on determining whether the facility had the appropriate space for physical distancing, whether the facility had the ability to meet the internet and live streaming needs of the Township, and identifying any audio concerns.

As Council is aware and to comply with public health and safety requirements, in-person Council meetings were temporarily re-located to the Wingham Town Hall Theatre. The following motion was adopted by Council:

M312/20

MOVED BY: P. Heffer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby receives the report of the Clerk, dated October 5, 2020, regarding the Temporary Relocation of the North Huron Council Chambers during COVID-19, for information;

AND FURTHER, THAT Council agrees to relocate all future meetings of Council, Committees and Boards to the Wingham Town Hall Theatre until further notice;

AND FURTHER, THAT for 2020, Council agrees to temporarily suspend the requirement to hold a minimum of one (1) Town Hall Public Meeting per year due to the physical distancing and maximum capacity requirements of COVID-19.

CARRIED

At this time, the former Council Chambers has been converted into office space and the workstations of the Human Resources Coordinator and the Records Management Assistant are set up there. As Council is aware, the Township has also successfully obtained funding for an additional four (4) Records Management Assistant contract positions that would need to be located out of the Council Chambers/Town Hall in order to have access to the records required to fulfill their duties. Moreover, depending on future direction provided by Council, a permanent workspace for a Chief Building Official may be required at Town Hall, and in a pre-COVID-19 environment the County's Planner for North Huron worked out of the facility one day per week.

Now that the Provincial Government has stated that Stage three (3) of the Roadmap to Reopening will be occurring on July 16, 2021, the following will be permitted:

- Indoor and outdoor event venues, including concert venues, will be able to operate with a capacity restriction of 50 per cent indoors (with a maximum of 1,000 people) and 75 per cent outdoors (up to 5,000 not seated and 15,000 seated).
- Social gatherings and organized public events will be restricted to 25 people indoors and 100 people outdoors.
- Indoor religious services, rites or ceremony gatherings with physical distancing

Thus, as the COVID-19 case numbers continue to trend in a positive direction, theatre performances will soon be able to occur again in the Wingham Town Hall Theatre. With office spaces being needed in the former Chambers, and with theatre performances set to occur again soon, a solution needs to be identified for a permanent Council Chambers location. The purpose of this report is to seek Council direction on the preferred option for further investigation for a permanent Council Chambers location.

DISCUSSION

Staff have provided Council with various options for Council's consideration:

Option 1 – As mentioned in the July 5, 2021 report outlining the future considerations for the former Wingham Armouries site, staff provided possible options including an addition to Town Hall. Staff reported that a more detailed discussion would take place on the future uses of the site.

If Council is desirous, there is now an opportunity to expand the Town Hall to accommodate an appropriately sized and permanent Council Chambers location. This option would meet the Township's accessibility needs, address space needs requirements and would return the primary Emergency Operations Centre (EOC) to Wingham where the majority of staff are located. The former Town Hall Council Chambers was the primary EOC and the New Blyth PW/Fire Building was the alternate. The possibility of incorporating additional staff office space into the new build would also further alleviate some of the space constraints in the Town Hall facility. The current zoning of the site allows for Commercial or Community Facility (CF) uses.

This option is dependent on Council being desirous of maintaining a Council Chambers location in Wingham. Staff have considered the cons to the construction of an addition, which is the overall costs for the construction and also the renovations needed to the existing Town Hall to accommodate the movement of office space.

With this option, staff would need Council direction to obtain engineering/architectural costing for this activity, as it would assist in gaining an understanding of the costs and the ability to have documentation to apply for grant funding, if possible, for this initiative.

Option 2 - A renovation/expansion of existing space such as the Hot Stove Lounge or the main floor of the former Museum building. Both of these options do provide space in already existing municipality owned building.

When comparing the two facilities, staff would recommend the renovation/expansion at the Hot Stove Lounge because the required amenities such as: updated electrical, plenty of parking, and accessible doors and washrooms currently exist. These amenities are all needed to facilitate the requirements of providing a large space for Council and Committee meetings. The necessary renovations to make the museum facility accessible and bring the building into compliance with Ontario Regulation by 2025 is likely cost prohibitive.

Similar to Option 1, staff would need Council direction to obtain engineering/architectural costing for this activity. The engineering/architectural work would be geared to the Hot Stove Lounge, unless Council directed otherwise. The Hot Stove Lounge would still require significant dollars and would not meet any staff office space concerns but is expected to provide lower costs than the Museum. Due to the noise/activity of the North Huron Westcast Community Complex, sound proofing of the Hot Stove Lounge would also be needed.

Option 3 - Renting/leasing Council Chambers space on an as needed basis. There is the possibility that an appropriate location can be found which satisfies the requirements for Council and Committee meetings. The site would need to be large and have access to a significantly strong

internet connection. Staff would also need to make sure that accessibility is part of the rental space and therefore, providing a space that can be used by many residents in the community.

If Council is desirous of this option, staff would need to be provided direction by Council to compile appropriate locations and investigate a draft agreement for Council's consideration. Staff would need to ensure that the rental space meets the needs of Council and the residents requiring access to the building.

Option 4 - Purchasing a fully accessible building to accommodate a permanent Council Chambers space and staff offices. Similar to option 3, staff can investigate any area of the Township for a building that meets all the requirements for the location of a permanent Council Chambers.

With this option, staff would need direction on an overall cost allotment. As part of the investigation, staff will determine if existing space can be renovated to assist in broadening the search of possible buildings. If a suitable building was found, staff would need authorization to negotiate a purchase and sale agreement and if the services of a real estate are utilized, it is expected there will be a commission fee.

FINANCIAL IMPACT


No financial impact stemming from this report. Any costs vary with the options that Council chooses to proceed with based on further investigation.

FUTURE CONSIDERATIONS

Staff will provide further information for the relocation of Council Chambers when Council determines which route to take. This will assist with providing future reports as specified by the above option.

RELATIONSHIP TO STRATEGIC PLAN

This report will aid in aligning with Goal #4 - Our goal is to be a municipality with well-maintained and thoughtfully planned infrastructure.



Jamie McCarthy, Director of Public Works
and Facilities



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2020-24

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Carson Lamb, Clerk
DATE: 05/10/2020
SUBJECT: CL-2020-24 Temporary Relocation of the North Huron Council Chambers.docx
ATTACHMENTS: Staff Report CL-2020-18

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Clerk, dated October 5, 2020, regarding the Temporary Relocation of the North Huron Council Chambers during COVID-19, for information;

AND FURTHER, THAT Council agrees to relocate all future meetings of Council, Committees and Boards to the Wingham Town Hall Theatre until further notice;

AND FURTHER, THAT for 2020, Council agrees to temporarily suspend the requirement to hold a minimum of one (1) Town Hall Public Meeting per year due to the physical distancing and maximum capacity requirements of COVID-19.

EXECUTIVE SUMMARY

At the August 12, 2020 regular meeting, Council received staff report CL-2020-18 from the Clerk. See attached. As part of this report, Council was informed of the Bill 197 legislative changes for electronic participation. Stemming from this report, Council discussed the importance of leaving the electronic meeting provisions in place, specifically for declared state of emergencies. As part of the electronic meeting provisions, Council discussed the need to investigate other potential Council Chambers locations to allow for better physical distancing and safer in-person Council meetings. Council also recognized the office space challenges being experienced at Town Hall. The following motion was passed:

M242/20

MOVED BY: P. Heffer

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby receives the report of the Clerk, dated August 10, 2020, regarding the Bill 197 Changes for Electronic Participation and Proxy Voting, for information purposes;

AND FURTHER, THAT Council authorizes all Township of North Huron Committees and Boards to resume conducting in-person meetings, provided they can meet the recommended Huron Perth Public Health physical distancing and sanitation requirements.

CARRIED

In light of the direction received at the August 10, 2020 meeting and given the recent increase in COVID-19 cases, North Huron staff found it prudent to immediately conduct these investigations to find a temporary relocation option that allows for better physical distancing and safer in-person

Council meetings. A total of \$50,000 was budgeted in 2020 from the Modernization funds for Accessibility/Office Space Investigations.

After numerous onsite visits and research into finding either a temporary or permanent facility for the relocation of Council Chambers, it has been determined that while a permanent option is not present at this time (due to COVID-19), a temporary solution has been identified. Based on this research, staff are recommending that all future meetings of Council, Committees and Boards be held in the Wingham Town Hall Theatre until further notice. A summary of the investigations that have occurred is provided below. It is important to note that staff limited its investigation to municipally owned facilities to limit costs.

DISCUSSION

The following locations were investigated pre-COVID-19 (late February 2020) for their potential to function as a permanent Council Chambers location:

- **Wingham Library** – The meeting room on the south side of the Wingham Library was investigated by the Clerk and the former Director of Public Works and Facilities. The dimensions of the room are similar to that of the current North Huron Council Chambers. While the room may be capable of functioning as a Council Chambers in a pre-COVID-19 environment, the current physical distancing requirements result in the same limitations as the current Council Chambers. It is also important to note this room is currently occupied by Huron County Library Services. If Council was desirous of making use of the room as a temporary or permanent Council Chambers, investigation would need to occur into the current and future usage needs of Huron County Library Services. Small scale renovations would likely be required to make maximum use of the space and audio issues would need to be addressed due to an echo that would be experienced.
- **Knights of Columbus Board Room** (at the Westcast Community Complex) – The Knights of Columbus meeting room was investigated by the Clerk and the former Director of Public Works and Facilities. Much like the Wingham Library, the dimensions of the room are similar to that of the current Council Chambers. While the room may be capable of functioning as a Council Chambers in a post-COVID-19 environment, the current physical distancing requirements impose the same limitations as the current Council Chambers. If Council was desirous of making use of the room as a permanent Council Chambers in a post-COVID-19 environment, usage details would need to be worked out with the Knights of Columbus. The room currently contains televisions and other IT related infrastructure that would be beneficial for Council meetings.

The following locations were investigated during COVID-19 (September 2020) for their potential to function primarily as a temporary Council Chambers location. During these investigations, emphasis was put on determining whether the facility had: appropriate space for physical distancing, the ability to meet the internet and live streaming needs of the Township, and identifying any audio concerns.

- **Belgrave Community Centre Hall** – The Belgrave Community Centre Hall was investigated by the Clerk and ContinUIT to determine whether the facility could function as either a temporary or permanent Council Chambers. The following concerns were raised by ContinUIT:

- Major concerns as the internet services would require a significant upgrade and at the time of the investigations, ContinUIT was unsure as to whether the internet speed/coverage needed to conduct a Council meeting could be installed by the service providers for the area.
- Audio concerns were also identified that would need to be addressed to allow for live streaming of Council meetings.

In addition to the concerns identified by ContinUIT, it is important to note that the Township does not currently operate this facility. As a result, it is likely the Township would be required to pay a rental fee per use of the space and an arrangement to upgrade the internet and audio would need to occur. Thus, while better physical distancing could be achieved compared to the current Council Chambers, the facility would not be appropriate for a temporary relocation in the absence of significant upgrades to the internet services and audio concerns being addressed.

- **Blyth Community Centre** – The upstairs hall at the Blyth Community Centre was investigated by the Clerk and ContinUIT to determine whether the facility could function as either a temporary or permanent Council Chambers. The following concerns were raised by ContinUIT:
 - Significant internet concerns were identified and would require significant upgrades. ContinUIT was able to confirm with the service providers for the area that an internet upgrade would be possible.
 - Audio concerns that are unable to be addressed were also identified. Specifically, during the colder months, the furnace would create significant audio/hearing problems. Not only would those attending the meeting in-person have difficulty hearing the discussion, but livestreaming would not be a possibility. This was tested during the on-site visits.
 - It was identified that lighting upgrades would potentially be required.

While this space would allow for sufficient physical distancing, the internet limitations and audio concerns do not make the room conducive for Council meetings during the winter/colder months. The upstairs hall at the Blyth Community Centre is also a potentially viable location for the expansion of child care services. If Council was to decide to re-purpose this space for childcare services, the required investment for a temporary location would be lost.

- **Wingham Town Hall Theatre** – The Wingham Town Hall Theatre was investigated by the Clerk and ContinUIT to determine whether the facility could function specifically as a temporary Council Chambers. During the investigations, ContinUIT provided the following comments:
 - This space has the strongest internet connection in comparison to the other locations where site visits occurred. Minor upgrades to the wi-fi in the Theatre would be required.
 - Livestreaming would be possible with minimal concerns. Installation of additional internet ports would be required with minimal cost.
 - The room is already designed for audio because of Theatre performances.

In addition to the above comments provided by ContinUIT, staff offer the following comments:

- The facility is currently closed for rentals due to COVID-19. By the time rentals are allowed to occur in the Theatre again, it is likely North Huron will no longer require such a large space for Council Chambers.

- A segment of the seating in the Theatre is wood seating making the location ideal for easy cleaning and disinfecting.
- The facility offers a separate entrance through the south set of doors at Town Hall. This makes the space easier to control by the segregation of this space from the rest of the Town Hall facility. This is beneficial in a COVID-19 environment.

Based on the investigations conducted and as outlined above, it is recommended that all future meetings of Council, Committees and Boards be held in the Wingham Town Hall Theatre until further notice.

Town Hall Public Meeting:

While a temporary relocation of the Council Chambers to the Wingham Town Hall Theatre would allow for North Huron to better accommodate the anticipated groupings of people for Council, Board, and Committee meetings, it is important to note that the Township is still encouraging members of the public to view the meetings online. Even though larger groupings will be able to be accommodated better, it is still essential that North Huron undertakes every precaution possible to keep capacity numbers low.

As set out in North Huron's procedure by-law, North Huron is required to hold a minimum of one (1) Town Hall Public Meeting per year. The purpose of a Town Hall meeting is to allow members of the public an opportunity to provide comment and input to Council as a whole. Town Hall Meetings are not a statutory requirement of Council and are offered as an added opportunity for dialogue. In the past, Town Hall Public Meetings have resulted in much larger groupings of people attending in-person as compared to Regular Council meetings. However, due to the need to discourage large groupings of people wherever possible because of COVID-19, it is staff's recommendation that for 2020, Council agrees to temporarily suspend the requirement to hold a minimum of one (1) Town Hall Public Meeting. This could be re-evaluated for 2021.

FINANCIAL IMPACT

All costs required to prepare the Wingham Town Hall Theatre to temporarily function as the North Huron Council Chambers could be paid for through the COVID-19 grant funding received by the Province of Ontario.

FUTURE CONSIDERATIONS

While a temporary option for the relocation of Council Chambers has been identified, North Huron still lacks an option that would function as a permanent Council Chambers. Future staff research will be required to address this matter.

RELATIONSHIP TO STRATEGIC PLAN

As this report stems from the need to better address the physical distancing requirements of COVID-19, no consideration was given to the North Huron 2020-2023 Strategic Plan.



Carson Lamb, Clerk



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-04

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 21/06/2021
SUBJECT: FA-2021-04 Wingham Armouries Update
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated June 21, 2021 regarding an update on the demolition of the Wingham Armouries Building;

AND FURTHER, THAT Council authorizes the Director of Finance to use reserve funds to cover the deficit costs of the demolition;

AND FURTHER, THAT Council directs the Director of Public Works and Facilities include the paving cost for the Wingham Armouries site in the draft 2022 budget for Council's consideration.

EXECUTIVE SUMMARY

At the March 15th, 2021 regular Council meeting, staff was directed to proceed with the abatement of all hazardous materials, removal of the building contents, demolition of the building and paving of the area. The motion is as follows:

M103/21

MOVED BY: K. Falconer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby authorizes staff to proceed with demolition in accordance with provisional option B plus paving as set out in the RFP documents;

AND FURTHER, THAT Council awards the contract for the demolition work in the amount of \$94,258.60 plus HST and paving work in the amount of \$17,940.00 plus HST to Kieswetter Demolition Inc;

AND FURTHER, THAT the paving work be funded through the Public Works Reserves;

AND FURTHER, THAT the Director of Finance be directed to make the necessary changes to the 2021 budget;

AND FURTHER, THAT Council directs the Clerk to prepare a by-law and agreement to award the demolition work and the paving work for the April 6, 2021 regular Council meeting.

CARRIED (7 to 0)

The purpose of this report is twofold. The first is to update Council on the demolition process and the second is to provide Council with an update on the final financial impact of the demolition of the former Armouries location.

DISCUSSION

As Council is aware, demolition of the Armouries building is complete. Abatement of all hazardous materials was completed, building contents were removed and demolition of the building occurred. Due to finding more hazardous materials within the building and the additional costs incurred at the time of demolition, paving of the area has not occurred.

As noted, additional costs were incurred to address more hazardous materials found within the building. Regardless of whether the building was sold, these unexpected costs would have been the responsibility of the Township. Through the demolition process, some buried and historical infrastructure was located that was installed very close to the foundation. This resulted in the need for additional equipment to safely remove the old concrete foundation and engineered fill in the area. To avoid additional demolition-related costs in 2021, staff recommend that the site not be paved this year and budgeting occur in 2022 to pave this area. Delaying paving of this area this year would also assist staff with obtaining further Council direction regarding the future use of the area.

As previously reported, demolition of the building provides Council with the opportunity to consider future uses for this site. The current zoning allows for Commercial or Community Facility (CF) uses. One of the potential future uses is an enlargement to Town Hall to accommodate a permanent Council Chamber space and/or additional staff offices. Please see the 'Future Consideration' section of this report.

FINANCIAL IMPACT

During the March 15, 2021 Council meeting North Huron Council approved the combined total of \$112,198.60 to complete the demolition and paving of the armouries building. The additional funds needed to cover the demolition costs can be taken from reserves to offset the costs. This will mitigate any impact to taxation.

Table 1: 2021 Financial Impact

Wingham Armouries Project	
Budget	Amount
Armouries Demolition	\$94,258.60
Provisional Paving	\$17,940.00
Total	\$112,198.60
Expenditure	
Total Demolition Cost (including extras)	\$116,015.52
Variance	-\$3,816.92

It is recommended Council authorize the Director of Finance to use reserve funds to cover the deficit costs of the demolition.

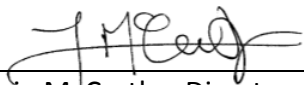
FUTURE CONSIDERATIONS

As mentioned above, delaying paving of the Wingham Armouries site provides Council with the opportunity to consider and discuss potential uses of the site. One potential opportunity is an expansion of Town Hall to accommodate an appropriately sized and permanent Council Chambers location. Consideration could also be given to incorporating additional staff office space. Other possible Council Chamber options include: a renovation/expansion of the Hot Stove Lounge; renovations to the main floor of the Museum building; renting/leasing Council Chamber space on an as needed basis; purchasing a fully accessible building to accommodate a permanent Council Chambers space and staff offices; and constructing a new administrative building, to name a few. Each of these options has benefits and drawbacks.

The Town Hall Theatre is currently being used for in-person Council and Committee meetings. As Council is aware, this space has limitations. A future report will be presented to Council regarding permanent Council Chamber/staff office space options. With respect to the Wingham Armouries site, staff recommend delay paving this site in 2021 to allow for a broader discussion regarding a permanent Council Chamber/staff office space.

RELATIONSHIP TO STRATEGIC PLAN

This project relates directly to Article 4.5 of the Strategic Plan in that it fulfills the requirement to ***“Determine next steps related to surplus municipal infrastructure / assets”***.



Jamie McCarthy, Director of Public Works
and Facilities



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-09

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Michael Roess, Fire Prevention Officer
DATE: 19/07/2021
SUBJECT: FR-2021-09 Draft Open Air Burning By-law
ATTACHMENTS: Proposed Open Air Burning By-law

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the Fire Prevention Officer, dated July 19, 2021 regarding a new Open Air Burning By-law for information purposes;

AND FURTHER, THAT Council directs the Clerk to prepare a by-law for the August 9, 2021 regular meeting to adopt a new Open Air Burning By-law.

EXECUTIVE SUMMARY

The Township of North Huron has an Open Air Burning By-law. Through phone call and inquiries it has become evident that many residents do not understand the by-law and/or have difficulty complying with it. This lack of understanding and failure comply is endangering neighbours and the general public with uncontrolled open air burning. Many reported cases of residents burning their residential, and sometimes commercial waste, creates smoke and poses health and safety hazards for the surrounding neighbourhood. The need to develop a new Open Air Burning By-law with clearly defined rules and guidelines is necessary. A draft Open Air Burning By-law is attached to this report for Council's consideration.

The intent of this By-law is to protect residents and property. It is not the intent of this By-Law to restrict the use of outdoor fire appliances such as burn pits or outdoor fireplaces subject to these appliances complying with Section 2.4.4.4.(1) of the Ontario Fire Code 213/07

Subject to Council's approval, the adoption of a new Open Air Burning By-law will provide the North Huron Fire Department and the Township's By-Law Enforcement Officers with the necessary tools and authority to limit open air burning in accordance with the By-law. Open air burning can consist of small contained fires used to cook food. The fire size is limited to the quantity of food being cooked and supervision of the fire is required at all times. To obtain approval for other open air burning, the by-law requires individuals to contact the North Huron Fire Department or to complete and submit an Open Air Burning application form on the Township's website. Approval considerations include, but are not limited to, the material being burnt, the time of day for burning and the overall size of the fire.

It is important to note the primary use of the Open Air Burning By-law is to educate and promote fire and life safety to North Huron residents. In situations where voluntary compliance cannot be achieved, the By-law does contain set fines which can be levied against non-compliant residents.

DISCUSSION

The purpose of the Ontario Fire Code (Ontario Regulation 213/07) is to limit the probability that, as a result of specific circumstances related to a building or facility, a person in or adjacent to the building or facility will be exposed to an unacceptable risk of injury. With respect to Open Air Burning, Section 2.4.4.4 of the Ontario Fire Code reads as follows:

- (1) Open-air burning shall not take place unless
 - (a) it has been approved, or
 - (b) the open-air burning consists of a small, confined fire that is:
 - (i) used to cook food on a grill, barbecue or spit,
 - (ii) commensurate with the type and quantity of food being cooked, and
 - (iii) supervised at all times.
- (2) Sentence (1) does not apply to the use of an **appliance** that
 - (a) meets the requirements of the **Technical Standards and Safety Act, 2000**,
 - (b) is for outdoor use,
 - (c) if assembled, has been assembled in accordance with the manufacturer's instructions, and
 - (d) if installed, has been installed in accordance with the manufacturer's instructions.

As noted above, North Huron Fire Department Officers and the Township's Bylaw Enforcement Officers may issue verbal warnings and/or a Provincial Offences Notice (a fine) when a violation of the Air Open Burning By-law occurs.

When fines are proposed to be included in a By-law, it is a normal and common practice for draft By-laws to be forwarded to the Ministry of the Attorney General for review and comment. The attached draft by-law incorporates the Ministry's comments regarding the administration of the set fines. If Council is desirous to proceed with the adoption of a new Open Air Burning By-law, the adopted version will be forwarded to the Ministry of the Attorney General for final approval.

FINANCIAL IMPACT

No financial impact incurred.

FUTURE CONSIDERATIONS

Subject to Council's approval, adoption of the attached Open Air Burning By-law will reduce the risk of careless and uncontrolled fires. Adoption of the attached By-law will also improve fire safety and air quality and reduce the risk of injury and harm to persons and structures. It is also staff's goal that this by-law will reduce calls from residents regarding uncontrolled and unsupervised fires.

RELATIONSHIP TO STRATEGIC PLAN

Our goal is to offer high-quality and well-balanced services that create a sense of belonging, support community well-being, promote safety, and encourage healthy and active lifestyles. 5.2 - Continue to deliver public education, fire prevention and fire service programs to ensure the safety of residents and visitors.



Michael Roess, Fire Prevention Officer



Marty Bedard, Fire Chief



Dwayne Evans, CAO

The Corporation of the Township of North Huron

By-law No. XX-2021

Being a By-law to regulate open air burning including the prevention of the spreading of fires

WHEREAS Section 2.4.4.4 (1) of the 2015 Ontario Fire Code Ontario Regulation 213/07, prohibits open air burning unless approved or unless such open-air burning consists of a small contained fire which is supervised at all times, used to cook food on a grill, barbeque or spit and commensurate with the type and quantity of food being cooked;

AND WHEREAS Section 7.1 (1) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended, states that a council of a municipality may pass by-laws regulating fire prevention including the prevention of the spreading of fires, and regulating the setting of open-air fires, including establishing the times during which open air fires may be set;

AND WHEREAS Section 7.1 (3) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended, provides that a by-law under this section may deal with different areas of the municipality differently;

AND WHEREAS Section 7.1 (4) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, as amended, provides that a municipality may appoint an officer to enter upon land and into structures at any reasonable time to inspect the land and structures to determine whether by-laws enacted in accordance with Section 7.1 are being complied with;

AND WHEREAS Section 19 (2) of the Fire Protection and Prevention Act, 1997, S.O. 1997, c.4, provides an inspector may, without a warrant, enter and inspect land and premises for the purposes of assessing fire safety;

AND WHEREAS Section 128 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides a municipality may prohibit and regulate with respect to public nuisances, including matters that, in the opinion of council, are or could become or cause public nuisances;

AND WHEREAS Section 391 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, authorizes a municipality to impose fees or charges on persons, for services or activities provided or done by or on behalf of it; for costs payable by it for services or activities provided or done by or on behalf of any other municipality or any local board;

AND WHEREAS Section 425 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, permits municipalities to pass by-laws providing that a person who contravenes a by-law of the municipality passed under this Act is guilty of an offence;

AND WHEREAS Section 436 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, permits the municipality to pass by-laws providing that the municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine whether or not a by-law of the municipality passed under this Act is being complied with;

AND WHEREAS Section 446 (1) of the Municipal Act, 2001, S.O. 2001, c. 25, gives the municipality the authority under this or any other Act or under a by-law under this or any other Act to direct or require a person to do a matter or thing, the municipality may also provide that, in default of it being done by the person directed or required to do it, the matter or thing shall be done at the person's expense;

AND WHEREAS Section 446 (3) of the Municipal Act, 2001, S.O. 2001, c. 25, authorizes the municipality to recover the costs of doing a matter or thing from the

person directed or required to do it by action or by adding the costs to the tax roll and collecting them in the same manner as property taxes;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it desirous to enact a by-law to regulate open air burning;

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

1. DEFINITIONS

- 1.1 “Acceptable Burn Material” means commercially produced charcoal or briquettes, small amounts of white or brown paper or cardboard used to start a fire, dry seasoned wood that has been generated on the landowner’s own property, dry wood by-products that have not been chemically treated, painted or stained, purchased fire logs or purchased firewood sold for the purpose of a “Small confined fire”
- 1.2 “Approved Installation” means a structure, including but not limited to, a barbecue, an outdoor enclosed masonry cooking area designed for solid fuels, gas fired outdoor fireplaces, but does not include a steel barrel.
- 1.3 “Burning” means any fire out doors in an open place, yard, field or construction area which is not enclosed by a building or structure, and/or solid fuel burning appliances installed either indoors or outdoors.
- 1.4 “Chimineea” means a device largely made from pottery or metal and which is equipped with a chimney and an enclosed Hearth in which a recreational fire may be set.
- 1.5 “Fire Chief/ Chief Fire Official” means the Chief Fire Official/Deputy Chief or their designate of the Township of North Huron.
- 1.6 “High Risk Period” means any period of time, when due to extreme dry, high wind or other conditions, there is a higher-than-normal risk of unwanted spread of fire, as determined by the Ontario Fire Marshal or the Fire Chief/ Chief Fire Official, and identified as a High-Risk Period.
- 1.7 “Municipality” shall mean The Township of North Huron.
- 1.8 “Nuisance” means the travel of the products of a fire, including but not limited to, smoke, odour, ash, and hot embers, which products in the opinion of the Fire Chief may cause unreasonable discomfort to persons, loss of enjoyment of normal use of property, interference with normal conduction of business, or damage to property.
- 1.9 “Officer” means those persons appointed from time to time by Council to enforce by-laws or an officer of the Ontario Provincial Police or the Fire Chief.
- 1.10 “Open Air Burning” means any fire set outdoors which burns Acceptable Burn Materials but does not meet the requirements of a “Recreational fire” under this by-law and a permit has been granted.
- 1.11 “Open Air Burn Permission” means a document applied for and executed by the Fire Chief or his/her designate to allow an open-air burn.
- 1.12 “Owner” means the person, firm or corporation having control over any portion of the building or property under consideration and includes the persons in building or property.
- 1.13 “Poor Air Quality Day” means any period of time when a Poor Air Quality Advisory has been issued by Environment Canada or other recognized government health or meteorological agency.
- 1.14 “Prohibited Burn Materials” means any material other than as described under “Acceptable Burn Materials.” Specifically prohibited under this by-law and

not to be burned under any circumstances include household waste, human or animal excrement, leaves, grass, treated lumber, insulation, asphalt shingles or other construction materials, commercial by-products such as those generated from wood working, deck building or landscaping businesses, tires, rubber, plastic, Styrofoam, petroleum or other potentially toxic waste materials.

1.15 “Safe Location” means outdoors and not on a porch or balcony area that is roofed or otherwise covered or near dry vegetation, or in any other place conducive to unwanted development or spread of fire or explosion, or supported by combustible material. The Safe Location for recreational fires shall be a minimum of 5 metres from any structure and a minimum of 5 metres from adjacent property lines. The safe location for an Open-Air Burn shall be a minimum of 30 metres from any structure and a minimum of 30 metres from adjacent property lines. The property line setbacks for a safe location does not apply to campgrounds.

1.16 “Recreational Fire” means a small outdoor fire such as a campfire set within a confined area or device such as an outdoor fireplace or fire pit, situated in a “Safe Location” and measuring no more than 0.70 metres (27”) in any dimension and supervised at all times and burning Acceptable Burn Material and used for cooking or recreation.

2.0 GENERAL PROVISIONS FOR ALL FIRES

2.1 Recreational fires are permitted in all areas within the Township of North Huron, open air burning is prohibited from all Settlement Areas as established in the current Township of North Huron Official Plan and shall comply with the following regulations:

- (a) No person shall set or maintain a fire unless between the hours of 8am and 11pm.
- (b) No person shall set or maintain a fire unless it is in a safe location.
- (c) No person shall set or maintain a fire unless set on the landowner’s own property.
- (d) No person shall set or maintain a fire unless burning acceptable burn material.
- (e) No person shall set or maintain a fire unless it is under the supervision and control of a responsible person 18 years age or older.
- (f) No person shall leave the property unless the fire is completely extinguished.
- (g) No person shall set or maintain a fire without equipment and sufficient resources available at the burning site to extinguish the fire, in the event that the fire becomes out of control or is causing an adverse effect.
- (h) No person shall set a fire where wind will cause fire, smoke, or ashes or odour to such an extent as to cause discomfort to persons, or a hazard to health, or cause loss of enjoyment of normal use of property in the immediate area.
- (i) No person shall allow smoke to blow across a roadway and decrease visibility.
- (j) No person shall set or maintain a fire during a fire ban declared by the Fire Chief or his/her designate.
- (k) No person shall set or maintain a fire during a high-risk period or a poor air quality day.

- (l) No person shall set or maintain a fire unless there is a space free and clear of combustible material and dry vegetation around the perimeter of fire for a radius of at least 5 metres.
- (m) No person shall fail to extinguish a fire when ordered to do so by the Fire Chief or his/her designate.
- (n) No person shall harass, obstruct or interfere with anyone authorized or delegated authority to enforce the by-law or extinguish fires.

3.0 ADDITIONAL PROVISIONS FOR OPEN AIR BURN

3.1 Open Air Burning set to eliminate Acceptable Burn Materials within unrestricted areas requires a permit and every person shall comply with the following regulations:

- (a) Apply and be granted permission for an Open-Air Burn Permit prior to setting an open-air burn.
- (b) Contact the Fire Chief or his/her designate 90 minutes or greater prior to setting an Open-Air Burn.
- (c) Locate the Open-Air Burn at least 5 metres from any combustible ground cover.
- (d) A Permit shall only be valid for the date indicated on the Permit.
- (e) No person shall locate, permit or allow an Open-Air Burn to be located less than 30 metres from any building, structure, property line, tree, hedge, fence, roadway, overhead wire or any other combustible article.
- (f) A person may conduct an Open Air Burning if it is part of a normal farm practice carried on as part of an agricultural operation, as those terms are defined in the Farming and Food Production Protection Act, 1998, S.O. 1998, c. 1, on lands zoned for agricultural use, and subject to the conditions set out in this by-law save and accept applying for a permit.

3.2 The Fire Chief may refuse to issue a Permit:

- (a) If the proposed Open-Air Burning would contravene this by-law or;
- (b) If the applicant has previously contravened any permit conditions or other provisions of this by-law.

4.0 EXEMPTIONS

- 4.1 Open air burns for religious, civic or ceremonial purposes are allowed within urban areas as established in the current North Huron Official Plan and shall require an open-air permit issued by the Fire Chief/ Chief Fire Official or their designate, subject to any terms and conditions imposed by the Fire Chief/ Chief Fire Official.
- 4.2 Fire Department employees of the Township performing their duties for the Township under the direction of the Fire Chief(s) or designate for the Township of North Huron and may include supervised training activities.
- 4.3 Recreational fires for leisure and recreational use in an approved and licensed Recreational Campground provided no burn ban is in place.
- 4.4 Open air fires within a natural gas or propane appliance that conforms to the Technical Standards and Safety Act, is for outdoor use and is installed with the manufacturer's instructions.

5.0 FIRE BAN

- 5.1 The Fire Chief or their designate, should weather conditions or other circumstances require such action, may issue a Fire Ban and no person shall set a fire or allow a fire to burn.

6.0 ORDER TO EXTINGUISH FIRES

- 6.1 Despite any other provision of this by-law, if on reasonable grounds the Fire Chief has any concerns for safety or non-compliance with this by-law, the Fire Chief may at any time order or cause to be extinguished any fire until such time as the Fire Chief deems necessary.

7.0 RESPONSIBILITY FOR COSTS

- 7.1 Every person who sets a fire in contravention of this by-law in addition to any penalty provided for herein, be liable to the Township for all expenses incurred as per the current fees and charges by-law of the Township. All costs for the purpose of investigating, controlling and extinguishing any fire set or left to burn including vehicles, manpower and other firefighting costs, and such expenses may be recovered by court action or in a like manner as municipal taxes.
- 7.2 If the fire services are dispatched to the fire site and upon their arrival the fire is out of control and cannot be extinguished by the person who ignited it or caused it to be ignited and the fire services are required to extinguish the fire, the person who ignited the fire will be liable for the cost of the fire services at current M.T.O. rates.
- 7.3 If the fire services are dispatched via a 911 emergency call to an open burn without proper authorization to conduct an open burn, or the open burn is not within the guidelines of the open burn permit, the person who ignited the fire will be liable for the cost of the fire services at current M.T.O. rates.

8.0 ENFORCEMENT AUTHORITY

- 8.1 The Fire Chief or his/her designate or the Municipal Law Enforcement Officer servicing the Township are responsible for the enforcement of this by-law and are authorized to order any person to extinguish any fire when there is a breach of any requirement of this by-law or any regulations of the Ontario Fire Code or where in their opinion there is a danger of such fire spreading or otherwise endangering life or property.
- 8.2 The Fire Chief or his designate is hereby authorized to enter, at all reasonable times upon any property in the Township, in order to ascertain whether the provisions of this by-law are being obeyed. The Fire Chief or his designate is hereby further empowered to enforce or carry into effect the provisions of this by-law.
- 8.3 No person shall refuse to produce any documents or things required by the Fire Chief under this by-law, and every person shall assist any entry, inspection, examination or inquiry by the Fire Chief.
- 8.4 No person shall knowingly furnish false or misleading information to the Township of North Huron or to the Fire Chief with respect to this by-law.

9.0 OFFENCES AND ENFORCEMENT

- 9.1 A person is guilty of an offence if the person:

(a) furnishes false information in the application for a permit;

Or

(b) contravenes any provision of this by-law

9.2 Any person who contravenes any provision of this by-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act R.S.O., 1990, c. P. 33, as amended.

9.3 If any person fails to pay the fines set out in the Provincial Offences Act within thirty (30) days, the amount of the fine may be recovered by the Township as municipal taxes in accordance with the Municipal Act.

9.4 A permit may be revoked by the Chief Fire Official if the permit holder fails to comply with the requirements of the permit and/or any other provision of this by-law. The Open-Air Burning Permit fee will not be refunded for failure to comply with this by-law.

9.5 The Fire Chief Official or Officer may order a fire to be extinguished immediately if the fire is:

(a) Not set in compliance with this by-law;

Or

(b) Determined upon inspection by the Chief Fire Official or Officer to constitute a safety hazard or concern.

10.0 SEVERABILITY

10.1 If a court of competent jurisdiction should declare any section or part of a section of this by-law to be invalid, such section or part of a section shall not be construed as having persuaded or influenced Council to pass the remainder of the by-law and it is hereby declared that the remainder of the by-law shall be valid and shall remain in force.

11.0 FIRE PERMITS/ PERMISSION

11.1 Open Air Burn Permission may be obtained for the North Huron Fire Area, in person or by phone at 226-523-9500 option 7 during business hours or online at www.northhuron.ca.

12.0 REVOCATION, SUSPENSION

12.1 An Open-Air Burn Permit may be cancelled or suspended at any time by the Chief Fire Official immediately upon receiving notice of such cancellation or suspension the permit holder or person supervising the fire shall extinguish any fire stated pursuant to the permit. Any violation of the conditions of an open-air burning permit shall be deemed a violation of the "Open Air Burning By-law", Any violation of the by-law or the burning permit shall void the permit.

13.0 SHORT TITLE

13.1 This by-law may be referred to as the Open- Air Burning By-law.

14.0 REPEAL OF FORMER BY-LAWS

14.1 The Corporation of the Township of North Huron by-law 42-2015, as amended, is repealed on the day this by-law comes into force and effect.

15.0 EFFECTIVE DATE

15.1 This by-law shall come into force and effect upon final passing thereof.

Read a first and second time this XXth day of XX, 2021.

Read a third time and passed this XXth day of XX, 2021.

CORPORATE SEAL

Bernie Bailey, Reeve

Carson Lamb, Clerk

PART 1
PROVINCIAL OFFENCES ACT
The Corporation of the Township of North Huron
By-law XX-2021 to Regulate Burning

Table 1: Provincial Offences Act Fines

Item	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set Fine
1.	Set/maintain fire during prohibited time	Sec. 2.1 (a)	\$400.00
2.	Fail to have fire in safe location	Sec. 2.1 (b)	\$400.00
3.	Fail to have fire on own property	Sec. 2.1 (c)	\$400.00
4.	Burn unacceptable materials	Sec. 2.1 (d)	\$400.00
5.	Fire not supervised by responsible person	Sec. 2.1 (e)	\$400.00
6.	Fail to completely extinguish fire	Sec. 2.1 (f)	\$400.00
7.	Fail to have means to extinguish fire at burn site	Sec. 2.1 (g)	\$400.00
8.	Set fire -cause discomfort to people	Sec. 2.1 (h)	\$400.00
9.	Set fire - cause a hazard to health	Sec. 2.1 (h)	\$400.00
10.	Set fire - Cause loss of enjoyment of property	Sec. 2.1 (h)	\$400.00
11.	Allow smoke to blow across roadway impeding visibility	Sec. 2.1 (i)	\$400.00
12.	Set fire during fire ban	Sec. 2.1 (j)	\$500.00
13.	Set fire during high-risk period	Sec. 2.1 (k)	\$400.00
14.	Set fire during poor air quality day	Sec. 2.1 (k)	\$400.00
15.	Set fire closer than 5m from combustible material	Sec. 2.1 (l)	\$400.00
16.	Fail to extinguish fire when instructed	Sec. 2.1 (m)	\$400.00
17.	Harass, obstruct or interfere with enforcement authority	Sec. 2.1 (n)	\$400.00
18.	Fail to apply for open burn permission	Sec. 3.1 (a)	\$400.00
19.	Fail to contact prior to open burn	Sec. 3.1 (b)	\$400.00
20.	Fire closer than 5m from ground cover	Sec. 3.1 (c)	\$400.00

Penalty provisions for the offences indicated above is Section 9.2 of By-law XX-2021 a certified copy of which has been filed.



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-12

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: July 19, 2021
SUBJECT: CAO-2021-12 IT Service Delivery Review-Modernization Program
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the CAO, dated July 19, 2021 regarding the Request for Proposal (RFP) results for an IT Service Delivery Review for information purposes;

AND FURTHER, THAT Council award the contract for an IT Service Delivery Review in the amount of \$26,550 plus applicable taxes to A&A Ward Consulting & Associates;

AND FURTHER, THAT Council authorizes staff to sign an agreement with A&A Ward Consulting & Associates for an IT Service Delivery Review;

AND FURTHER, THAT Council authorizes the Director of Finance to make the necessary adjustments to the approved 2021 budget.

EXECUTIVE SUMMARY

On November 1, 2019, The Honourable Steve Clark, Minister of Municipal Affairs and Housing announced a Municipal Modernization Program. The Province has made available up to \$125 million for 405 small and rural municipalities to conduct service delivery reviews and implement recommendations from previous reviews. Funding is available through 2022-2023 and North Huron was successful during the first intake to receive a grant in the amount of \$75,000 to have a municipal service delivery review completed by KPMG Consultants.

On January 26, 2021, the Honourable Steve Clark announced the launch of the second intake of the Municipal Modernization Program. The purpose of the second intake is to allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term.

At the March 1, 2021 regular meeting, Council received a report regarding updates on the status of projects funded by the Modernization Program. At this same meeting Council authorized staff to submit two funding applications to Intake 2 of the Program. One application was to hire temporary Records Management Assistants and the second application was for an Information Technology Third Party Review. As reported at the July 5, 2021 regular Council meeting, both applications were approved. The purpose of this report is seek Council's authorization to award the Information Technology Third Party Review to NOVIPRO in the amount of \$19,955, excluding taxes and to authorize staff to sign an agreement with NOVIPRO for an IT Service Delivery Review.

Staff are also in receipt of a Transfer Payment Agreement from the Province to facilitate the transfer of funds for the review. The Province requires the agreement to be executed and returned by the municipality by no later than , 2021. As this is the only Council meeting before the March 20, 2020 deadline, a By-law authorizing the Reeve and Clerk to sign the Transfer Payment Agreement has been included in the By-law Section of the July 19, 2021 agenda for Council's approval.

DISCUSSION

The RFP issued for the IT Service Delivery Review contained the following objectives:

- (1) To determine if a third-party IT provider is the appropriate service delivery model;
- (2) To determine if the existing third-party IT partnership is suitable;
- (3) To assess and evaluate the third-party services being provided to the municipality;
- (4) To identify information technology gaps with costed resolution options;
- (5) To perform an IT network and security health check;
- (6) To provide best-practice recommendations and an executable action plan for infrastructure and application to support the municipality's IT environment for both the short and long term; and
- (7) To ensure the municipality is positioned for future modernization projects.

Twelve (12) responses were received to the RFP. Eleven (11) were received by the deadline date. One response was received late due to a clerical error on the part of the applicant. In fairness to the submissions that were received on time, the late submission was not considered. The results of the submissions received by the deadline (excluding HST) are summarized as follows:

Firm	Price Quote
Nyveld Networks	\$31,500
Perry Group Consulting	\$33,398.75
MGT Consulting Group	\$65,000
A&A Ward Consulting & Associates	\$26,550
Experteers	\$29,845
BDO Canada	\$28,525
Western Management Consultants	\$15,580
Infinity Network Solutions	\$15,000
VINCOVI	\$17,750
NOVIPRO	\$19,955
Atlas	\$125,000

As noted above, the price quotes range from \$125,000 to \$15,000. The Township applied and was successful in receiving 100% funding to a maximum of \$30,000 for this project.

In the interest of time, staff narrowed the review of the submissions to those with a price quote of less than \$30,000. Seven of the submissions contained price quotes of less than \$30,000 and were reviewed in more detail. The price quotes of the seven range from \$29,845 to \$15,000 and all of these submissions were received by the deadline date.

As noted above, the lowest bid was submitted by Infinity Network Solutions at a cost of \$15,000. Infinity is based in Owen Sound and is locally owned and operated. This business began 15 years ago from a sole proprietor operation and has grown to a team of twenty-two full-time employees. Infinity Network Solutions has grown to service about 300 accounts located across North America in vertical markets such as government, health care, non-profit, education, investment/financial, manufacturing agriculture, retail, legal, real estate and construction. Their geographic location is attractive.

The next lowest bidder was Western Management Consultants at \$15,580. This firm has over 45 years of experience on client engagements and a strong background in strategic planning and program management consulting for information technology (IT). Western Management Consultants is based in Calgary and in their submission they state that North Huron's "project can be delivered remotely using virtual technologies and should require an elapsed timescale of six to eight weeks." A review of some of their past information technology clients suggests this firm primarily provides services to larger organizations such as the City of Calgary, the City of Edmonton and Xerox Canada. Based on their submission, staff question this firm's understanding of the challenges experienced by small, rural municipalities regarding IT services.

The third lowest bidder was VINCOVI at \$17,750. The company is a technology company focussed on government organizations and clients in rural Western Canada. VINCOVI is a relatively new company with it being formed in 2014. Similar to Western Management Consultants, the company is located in Three Hills, Alberta and has indicated that the work would be performed remotely. A review of some of their past cliental indicates that the company has had minimal involvement with government organizations in Ontario.

The fourth lowest bidder was NOVIPRO at \$19,995.00. NOVIPRO is based in Montreal, Quebec and former clients include the Township of Lanark Highlands and the Township of Montague. Lanark Highlands and Montague are smaller, rural municipalities. NOVIPRO has an office located in Markham and if NOVIPRO was selected, North Huron's project would be managed from their Montreal office and administered by an Account Manager out of their Markham office. NOVIPRO has demonstrated an understanding of North Huron's project and their proposed approach is comprehensive. The submission contains some adaptability and flexibility to address the goals and objectives of the project.

Moving from lowest to highest, A&A Ward Consulting & Associates submitted a bid of \$26,550. The submission is detailed and well-presented. The firm is based in Windsor, Ontario and states "...we will work with you, hand in hand every step of the way, to become immersed in your environment and to design a set of recommendations and strategies that will support your vision of IT integration, optimization and efficiency." One of the identified project team members retired from the City of Windsor after 25 years and spent most of his career improving the functions and structures of his community and his work accross all municipal services including finance, HR, public works, fire, libraries and many other municipal functions. The second identified team member is "a professional researcher specializing in program development and evaluation. He has over 20 years of experience in knowledge translation and exchange activities that effectively support evidence-based decision making and best practices for the adoption of tech-supported innovation."

Infinity Network Solutions is an attractive provider based on their price quote, experience with municipalities and their project methodology. Their geographic location is an added advantage. VINCOVI's submission is equally of interest however, completing the project entirely virtually is a concern. This approach will hinder establishing a relationship with staff to achieve the desired outcomes. NOVIPRO and A&A Ward Consulting & Associates scored higher in the ranking with cost being scored less than the Infinity Network Solutions, VINCOVI and Western Management Consultants submissions. Infinity Network Solutions presents as more of an IT provider than an IT consultant. As noted above, it is questionable whether Western Management Consultants will have a full appreciation and understanding of the challenges faced by rural, small municipalities. This narrowed the preferred firm of choice to NOVIPRO and A&A Ward Consulting & Associates.

A&A Ward Consulting & Associates price quote is approximately \$6,500 higher than NOVIPRO. However, the scope of the A&A Ward Consulting's submission is thorough and in-depth. The qualifications of the team members exceed standards and based on staff's review, the A&A Ward Consulting & Associates submission offers more than what is expected which may have significant benefit as North Huron currently lacks the internal expertise. While, the A&A submission is more costly than the NOVIPRO submission, it is still within the grant amount allotted. There is also still some room for unexpected costs to occur. If the unexpected costs exceed the grant amount, the Township would be responsible for the overage.

Based on staff's review, it is recommended that A&A Ward Consulting & Associates be awarded the IT Service Delivery Review project at a cost of \$26,550 plus applicable taxes.

FINANCIAL IMPACT

As noted above, this project will 100% funded to a maximum of \$30,000. There will be no taxation impact on the 2021 budget.

FUTURE CONSIDERATIONS

The recommendations stemming from the Service Delivery Review have informed and are considered when staff are presenting recommendations for Council's consideration. It is expected an IT Service Delivery Review will have the same effect and will provide a roadmap to ensure North Huron is well positioned for future modernization opportunities.

RELATIONSHIP TO STRATEGIC PLAN

The Strategic Plan's Mission Statement is to "strive to offer an affordable and sustainable high-quality of life by delivering excellent and efficient services to our residents, businesses and visitors". Staff rely heavily on IT to provide high-quality services to residents, businesses and visitors. Reliable and effective IT infrastructure and services is also critical to continue modernizing North Huron's services.

Action Item 5.4 (Services) speaks to conducting service delivery reviews contingent on external funding.

A handwritten signature in black ink, appearing to read "Dwayne Evans". The signature is fluid and cursive, with a large initial "D" and a stylized "E".

Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-13

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: 19/07/2021
SUBJECT: CAO-2021-13 Roadmap to Reopening Plan for North Huron
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the CAO dated July 19, 2021 regarding a Roadmap to Reopening Plan for North Huron;

AND FURTHER, THAT Council approves the Roadmap to Reopening Plan for North Huron as outlined in staff report CAO-2021-13;

AND FURTHER, THAT Council directs all Township of North Huron Council, Committee, and Board meetings return to in-person meetings as of August 3, 2021.

EXECUTIVE SUMMARY

As previously reported at the July 5, 2021 regular Council meeting, COVID-19 case numbers have been trending downwards and generally remain low. There have been small increases in case numbers periodically and during her July 8, 2021 Huron-Perth Public Health Unit update (last update provided at the time of writing this report), Dr. Miriam Klassen (Medical Officer of Health) commented that the Delta variant has become the most common strain of the virus. She also commented that public health officials are carefully monitoring case numbers and activities in adjacent health unit regions, most notably the Region of Waterloo and Grey Bruce.

On May 20, 2021 the province issued a three-step plan to guide a safe and gradual reopening of the province and the lifting of public health measures based on the provincial vaccination rate and improvements in key public health and health system indicators. Commonly referred to as the 'Roadmap to Reopen' the Ontario government announced the province will remain at each step for at least 21 days to evaluate any impacts on key public health and health system indicators.

On or about June 7, 2021, the province announced the start date of step one of the Roadmap to Reopen was moved up to June 11, 2021. A few weeks later the province announced that step two of the Roadmap was moved up to June 30, 2021. On July 9, 2021 the province announced that step three was moved up to July 16, 2021. These earlier start dates is very encouraging.

The province's announcements regarding steps one and two had little impact on municipal operations. Step three of the Roadmap focuses on the resumption of additional indoor services with larger numbers of people and restrictions in place. The purpose of this report is to seek Council's approval of the Roadmap to Reopen Plan for North Huron.

DISCUSSION

Based on a review of the Province's step three restrictions, the following restrictions continue to apply to municipal operations:

- Outdoor social gatherings and organized public events with up to 100 people with restrictions;
- Indoor social gatherings and organized public events with up to 25 people;
- Indoor sports and recreational fitness facilities are permitted to open subject to a maximum 50 percent capacity of the indoor space. Capacity for indoor spectators is 50 percent of the usual seating capacity or 1,000 people, whichever is the less. Capacity for outdoor spectators is 75 percent of the usual seating capacity or 15,000, whichever is less;
- Indoor meeting and event spaces are permitted to operate with physical distancing and other restrictions still in effect and with capacity limited to not exceed 50 percent capacity or 1,000 people, whichever is less;
- Concert venues, cinemas, and theatres are permitted to operate to 50 percent capacity indoors or a maximum limit of 1,000 people for seated events, whichever is less.

In accordance with the step three restrictions, the following Roadmap to Reopen is proposed for North Huron.

Administration

As Council is aware, the Clerk's Administrative Assistant position is currently vacant. This position serves as a back-up to the Receptionist/Administrative Assistant position and provides services to members of the public to fulfill various licencing functions. At the time of writing this report, interviews have been held and references are being checked. It is expected the successful candidate will be joining us in early August.

In addition, summer is a popular time of year for vacation and numerous Town Hall staff have booked vacation time in July. It is recommended Town Hall reopen on Tuesday, August 3rd with sufficient staffing in place. A Town Hall reopening of August 3rd also allows staff time to pivot back to an office work environment and allows time for the Clerk's Administrative Assistant vacancy to be addressed. Public health and safety measures such as, but not limited to, masking, physical distancing and screening would continue to be followed by staff and visitors.

To accompany the Town Hall reopening and if Council is desirous of returning to in-person meetings, it is also recommended that all North Huron Committee and Board meetings return to in-person to ensure consistency and eliminate confusion for members of the public. To adequately accommodate for in-person meetings as of August 3, 2021, staff have arranged for meeting locations for the Wingham BIA Board and the Blyth BIA Board. The Wingham BIA Board meetings would be held in the Hot Stove Lounge and the Blyth BIA Board meetings would be held in the Blyth Community Centre. All other Council and Committee meetings would be held in the North Huron Town Hall Theatre.

Finance

During the Town Hall closure, the Finance Department has been completely operational. This Department is ready and able to provide in-person services in conjunction with the August 3rd re-opening plan. There will be very minimal changes needed to prepare for the re-opening date.

Fire Department

As permitted by provincial legislation, the Fire Department has resumed a full practice schedule following all protocols as necessary. No association or special events will be held until provincial regulations allow.

Recreation and Community Services

In accordance with step three of the province's Roadmap to Reopening Plan, recreational facilities are allowed to re-open on July 16, 2021 subject to restricted capacity levels. Due to the provincially mandated closure, the Recreation and Community Services department is currently experiencing a shortage of part-time staff. It is proposed that the North Huron Westcast Community Complex and the Blyth and District Community will re-open to the public on July 21st. The hours of operation will be based on the staffing available for modified and phased in programming. Efforts are underway to address the shortage of part-time staff.

With respect to daycare services and as permitted by provincial regulations, the main daycare centre has remained operational during the closure. Adjustments to this service such as, but not limited to, increasing the number of children at the main daycare, will be made as provincial regulations allow. Subject to in-person learning resuming in September, it is expected before and after school care will commence in September. Early ON programming will resume when allowed by provincial regulations.

Public Works and Facilities

During the Town Hall closure, the Public Works Department has been completely operational. The field crews have been providing needed maintenance services for the Township and the department is very capable of providing in-person services at Town Hall in conjunction with the August 3, 2021 re-opening plan. There will be very minimal changes needed to prepare for the re-opening date. The PW crew will also be able to interchange shops and provide further services as required by Ontario regulations.

FINANCIAL IMPACT

N/A

FUTURE CONSIDERATIONS

If COVID case numbers begin to rise and the province changes safety measures restrictions, Township services may need to be adjusted to comply with provincial regulations.

RELATIONSHIP TO STRATEGIC PLAN

No consideration was given to the action items of the 2020-2023 Strategic Plan.



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-14

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: 19/07/2021
SUBJECT: CAO-2021-14 Director of Finance Recruitment
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the CAO dated July 19, 2021 regarding the recruitment of a Director of Finance;

AND FURTHER, THAT Council authorizes staff to commence a municipally lead hiring process to recruit a permanent, full-time Director of Finance and approves the hiring process contained in this report (Report CAO-2021-14);

AND FURTHER, THAT Council approves the attached Director of Finance job description dated July, 2021;

AND FURTHER, THAT Council agrees the interview panel for the Director of Finance position will consist of the CAO, the HR Coordinator, an external expert and Reeve/Deputy Reeve/Councillor(s)_____.

AND FURTHER, THAT Council approves the creation of a temporary (not exceeding 6 weeks) Deputy Director of Finance position ending on December 31, 2021.

EXECUTIVE SUMMARY

At the July 5, 2021 regular meeting, Council received with regret Donna White's retirement notice. At this same meeting Council directed the CAO to prepare a report to address the vacancy.

As Council has done with previous vacancies, it is prudent to consider all options when a staff vacancy occurs. The options include:

1. Not fill the position and declare it vacant after December 31, 2021;
2. Source third party providers to fill the vacancy;
3. Retain a consultant to recruit a Director of Finance;
4. Authorize staff to commence a municipally lead hiring process.

As Council is aware, the Director of Finance position is responsible for the accounting and treasury functions of the municipality and acts as the Chief Financial Officer. This position works with the management team to ensure the efficient, economical and effective organization and administration of all departments, boards and committees as determined by by-laws and the direction of Council. The Director of Finance is an integral part of the organization and for this reason, it is recommended:

- 1) Council authorize staff to commence a municipally lead recruitment process for a permanent, full-time Director of Finance;
- 2) Council approve the attached Director of Finance job description; and
- 3) Council approve the creation of a temporary (not exceeding 6 weeks) Deputy Director of Finance position ending on December 31, 2021.

DISCUSSION

Other similar sized municipalities have recently recruited a Director of Finance/Treasurer and discussions with those municipalities suggest that there are qualified candidates seeking Director of Finance positions. The discussions also suggest that while the number of applicants has generally been low, the applicants do have the desired qualifications and experience. The timing of advertising this job vacancy is also critical. Undertaking and completing the recruitment process during the summer months is not advisable. Commencing the process in August and completing the recruitment in early October is advisable.

With respect to filling previous vacancies, the Clerk/H&S Coordinator position, the Director of Recreation and Community Service position and the Director of Public Works and Facilities positions were filled through a municipally lead hiring process. Job descriptions were updated and the positions were advertised with technical associations.

The interview panel for these positions included the CAO, an external expert in the field and in the case of the Clerk/H&S Coordinator position and the Director of Public Works and Facilities position, the Reeve and Deputy Reeve were part of the selection panel. It is recommended the interview panel for the Director of Finance position consist of the CAO, an external expert, the HR Coordinator and if Council so wishes, one or two members of Council.

It is also recommended Council approve the hiring process for a Director of Finance as follows:

1. Advertise on the Township's website, social media platforms and online with technical associations, including MFOA and AMCTO;
2. Receive and follow up on applications;
3. Review and prepare a shortlist of candidates;
4. Prepare and hold first interviews;
5. Prepare and hold second interviews, if necessary;
6. Undertake reference checks and a technical testing exercise; and
7. Negotiate an employment contract for Council.

An updated job description for the Director of Finance position is attached for Council's review and approval. Two significant changes are noteworthy. First, the formal education and training requirements of the position have been changed to state that: (1) a Certified Professional Accountant (CPA) designation is preferred; (2) a university degree in accounting, business administration, commerce or related field is desired; and (3) a Municipal Accounting and Finance (MAFP) Program certificate is an asset. Further, the ideal candidate will have advanced knowledge of Microsoft Office suite, especially excel, and working knowledge of Keystone and PSDCitywide software.

The second significant change is formally recognizing that the position is responsible for maintaining, monitoring, recording and reporting the Township's assets. Section (e) has been added as a key responsibility to the job description.

To facilitate a smooth transition process, it is also recommended a temporary Deputy Director of Finance position be created for a period not exceeding 6 weeks. The Deputy Director would assume the Director of Finance position on January 1, 2022 and for a period of approximately 4-6 weeks, prior to that date would work with the Director of Finance. This approach enables the incumbent Director of Finance to retain signing authority until December 31, 2021 and provides assurances to the successful candidate that they will be assuming the Director of Finance position. The cost for a maximum 6 week transition period is estimated to be approximately \$15,000.

FINANCIAL IMPACT

If Council authorizes the recruitment process, the estimated cost for advertising is \$1,500 to \$2,000. Subject to Council's approval, an additional cost of approximately \$15,000 will be incurred to facilitate a smooth transition process.

FUTURE CONSIDERATIONS

The Director of Finance position is currently in pay band 10 with a pay range of \$42.74/hour to \$53.42/hour. The Township's Pay Equity Consultant has advised that if the successful candidate has their CPA designation, the Township may need to re-visit the banding of this position at the time of making a job offer.

RELATIONSHIP TO STRATEGIC PLAN

The Strategic Plan outlines a number of goals and actions to be completed. To deliver on these action items, a Director of Finance is required.



Dwayne Evans, CAO

TOWNSHIP OF NORTH HURON

POSITION PROFILE

Position Title **DIRECTOR OF FINANCE/TREASURER**

Report to Title **CHIEF ADMINISTRATIVE OFFICER (CAO)**

Revised: July 2021

Pay Range:	Band 10
Position Status:	Full time employee
Pay Method:	Salary
Normal Work Week:	37.5 hours
Overtime paid	No (Management)
Location:	Municipal Office

A. POSITION DESCRIPTION

1. Scope of Position

The Director of Finance/Treasurer is responsible for the accounting and treasury functions of the Township of North Huron in accordance with budgets, objectives, policies and programs approved by Council and all applicable by-laws and Ontario regulations.

Acts as Chief Financial Officer of the Township and head of Finance Department.

Directly supervises Deputy Treasurer and Treasury Assistant(s).

The Director of Finance/Treasurer reports to the Chief Administrative Officer (CAO).

2. Key Responsibilities

- (a) To work with the management team to ensure the efficient, economical and effective organization and administration of all departments, boards, and committees as determined by the by-laws of the Township and the direction of Council. To work with the management team to coordinate the development and implementation of policies, procedures and systems to facilitate the workflow and communications between departments.
- (b) To perform the statutory duties of the Treasurer under the provisions of the Municipal Act and other related statutes. Undertakes all duties prescribed under the Municipal Tax Sales Act.
- (c) To assist the CAO with the financial aspects of the Township's short and long range operating plans and strategies.

- (d) To implement the financial aspects of the policies and programs of Council efficiently and effectively. To ensure compliance with all relevant statutory and regulatory requirements.
- (e) To maintain and monitor the Tangible Capital Assets (TCA) recording and reporting system, ensuring accuracy of all asset information in compliance with the Township's TCA policy, Public Sector Accounting Board (PSAB) standards and the Municipal Act and to update and implement the Township's Capital Asset Management Plan.
- (f) To prepare, present to Council and monitor the annual operating, capital and reserve fund budgets for all Township entities.
- (g) To prepare annual financial statements, Financial Information Return (FIR) and associated annual reports.
- (h) To maintain the necessary accounting records of the Township and properly record all financial transactions. To oversee the proper funding of all computerized financial and management information systems.
- (i) To supervise the performance of the Deputy Treasurer and Treasury Assistant(s). To participate in the hiring, working assignments, performance reviews, training and discipline, as necessary for the Finance Department.
- (j) To attend and participate in all Council, Committee and Board meetings, as required.
- (k) To advise the CAO on the financial policies and affairs of the Township so that the CAO can properly fulfill their responsibility to make appropriate recommendations to Council for the future progress of the Township. To participate in inter-departmental and inter-government projects as requested by the CAO.
- (l) To develop, implement and maintain appropriate financial and operational controls, policies and procedures to safeguard all the monetary and physical assets of the Township. To monitor compliance with these systems, particularly in regards to budget appropriations, purchasing, personnel and general accepted accounting principles. This may include educating staff and Council in their roles in these systems.
- (m) To develop, implement and maintain proper internal and external financial reports and analysis that ensures management, Council, committees, other municipal entities and the province and federal government are aware, as appropriate, in a timely fashion, of the financial affairs of the Township. This may include educating report users on various financial issuers not properly understood.
- (n) To prepare all financial by-laws for approval by Council.
- (o) To ensure the Township maximizes all provincial and federal grants including preparation and coordination of grant applications for Township initiatives.
- (p) To perform all treasury functions of the Township including:

- developing, implementing and maintaining proper control and procedures to safeguard the cash reserves of the Township;
 - banking arrangements;
 - investment management;
 - asset management
 - financing (debt) management
- (o) To take telephone inquiries from the public concerning the financial affairs of the Township, in particular questions about tax billings. To respond to the public promptly and professionally.
- (p) To oversee all the accounting functions of the Township including:
- tax billings, tax write-offs, collections and receivables
 - expenses, cash disbursements and payables
 - payroll processing, benefits and OMERS administration
 - required remittances under the employee group benefit plan
 - required remittances under the OMERS plan
 - financial reporting
 - annual audit
- (q) To develop, implement and maintain appropriate insurance and bonding for all Township activities.
- (r) To co-operate with the Municipal auditor to ensure the annual audited financial statements are prepared as efficiently, economically and effectively as possible.
- (s) To perform other duties as may be assigned by the CAO.

3. Key Relationships

Internal

Council members: interaction as arranged with CAO.

CAO: daily interaction regarding affairs of Township.

Other Department Heads: interaction regarding inter-department activities and as part of the Senior Management Team.

Deputy Treasurer: daily interaction regarding operations of Finance Department.

Treasury Assistant: daily interaction regarding operations of Finance Department

External

Township Auditor: as appropriate.

Public: frequent interaction responding to questions about the financial affairs of the Township.

Good interpersonal and communication skills are essential to perform this position competently.

4. Decision Making Authority

The Director of Finance/Treasurer is the chief financial officer of the Township. The Director of Finance/Treasurer makes many decisions on their own within the framework of Township policies and procedures as determined by the by-laws of the Township and the direction of Council. Some decisions will require approval of the CAO and Council.

The Director of Finance/Treasurer is expected to make recommendations to the CAO for improving the efficiency and effectiveness of their duties.

This position is involved in the development of policies and procedures.

Judgement is required:

- to prioritize the many tasks in process at any time to ensure deadlines are met
- to interpret applicable laws, policies and procedures
- to provide advice to the CAO
- to record various financial transactions properly
- to deal with members of the public.

5. Problem Solving Responsibility

The Director of Finance/Treasurer operates within a well-defined accounting and legal framework. However, problems usually require research to solve.

B. POSITION SPECIFICATIONS

To perform the Director of Finance/Treasurer's position competently, an individual must possess and agree to constantly update appropriate knowledge of municipal and related statutes, municipal finance and accounting requirements and all those skills listed below under "3". Other Skills". This will involve taking seminars, courses and reading current publications.

The formal education & training work experience and other key skills of an individual must be evaluated simultaneously. For example a person may not possess the minimum designation but have compensating work experience.

1. Formal Education and Training

Professional Designation preferred: CPA or progression towards designation

University Degree in Accounting, Business Administration, Commerce or related discipline

Municipal Accounting and Finance Program (MAFP) Certificate is an asset

Municipal Designation preferred: AMCT

Advanced knowledge of Microsoft Office suite, especially Excel

Working knowledge of Keystone Software and PSDCitywide Software is an asset

2. Work Experience **Minimum Years Required**

Experience in accounting or finance Seven

Senior financial position in a municipality Five

3. Other Key Skills

- Good interpersonal skills.
- Strong written and oral communication skills.
- Strong time management skills.
- Well organized.
- Ability to work in fast paced environment under pressure and meet deadlines.
- Ability to analyze and research complex problems and recommend appropriate solutions
- In depth knowledge of the Revised Statutes of Ontario in particular The Municipal Act and The Municipal Tax Sales Act.
- In depth knowledge of municipal accounting.
- In depth knowledge of municipal accounting software.
- Knowledge of corporate management, planning and municipal finance

C. POSITION CHARACTERISTICS

1. Impact & Accountabilities

The Director of Finance/Treasurer is responsible to the CAO for the financial resources of the Township. A person performing this position competently can earn or save the Township significant dollar amounts.

2. Supervisory Responsibility

Directly supervises the Deputy Treasurer and Treasury Assistant(s).

D. WORKING CONDITIONS

1. Physical Effort and Environment

At certain times the Director of Finance/Treasurer may have to work in excess of their normal workweek.

The physical working environment is comfortable, normally indoor in an office or meeting room.

2. Mental Effort

The mental strain resulting from the work of the Director of Finance/Treasurer is considerable and constant.

There are many interruptions. Decisions must be made quickly. Tight deadlines must be met. Problems to be addressed are complex and varied.



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-15

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Dwayne Evans, CAO
DATE: 19/07/2021
SUBJECT: CAO-2021-15 Former Wingham Trailer Park Property - Purchase and Sale Agreement
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report prepared by the CAO, dated July 19, 2021 regarding a purchase and sale agreement for the former Wingham Trailer Park property;

AND FURTHER, THAT Council adopt By-law No. 60-2021, being a By-law authorizing the Reeve and Clerk to sign, on behalf of Council, an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders (Purchaser) for the former Wingham Trailer Park property;

AND FURTHER, THAT Council deems the adoption of By-law No. 60-2021 to be a time sensitive matter and grants an exception to Section 19.1 of the Procedure By-law allowing for By-law No. 60-2021 to be adopted at the July 19, 2021 regular Council meeting;

AND FURTHER, THAT Council directs the Director of Finance to put the proceeds from the sale of this property into reserves.

EXECUTIVE SUMMARY

The former Wingham Trailer Park property is a 2.85-acre parcel of land located at 166 John Street. It is owned by the Township of North Huron and has been identified as being appropriate for future residential development. At the February 1, 2021 regular meeting, Council declared the Wingham Trailer Park lands as surplus to the needs of the municipality and authorized staff to proceed with the disposal in accordance with the Township's Sale and Disposition procedures using the direct advertising method. Township staff issued an Expression of Interest and in closed session at the May 17, 2021 regular meeting, Council received and discussed the Expressions of Interests. In open session, Council directed staff to negotiate the terms and conditions of a purchase and sale agreement with an interested purchaser. The following motion was passed:

M188/21

MOVED BY: K. Falconer

SECONDED BY: C. Palmer

THAT the Council of the Township of North Huron hereby authorizes staff to proceed with negotiating a purchase and sale agreement for the former Wingham Trailer Park property.

For (6): T. Seip, K. Falconer, P. Heffer, R. McBurney, C. Palmer, and A. van Hittersum

CARRIED (6 to 0)

As directed by Council, a purchase and sale agreement has been negotiated with the interested purchaser. It is recommended that Council adopt By-law No. 60-2021, being a By-law authorizing the Reeve and Clerk to sign, on behalf of Council, an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders (Purchaser) for the former Wingham Trailer Park property.

DISCUSSION

As Council is aware, a number of studies, reports and surveys have been commissioned to prepare the lands for residential development. These include, but are not limited to, an archaeological assessment, a natural environment study, a land survey, an environmental condition assessment and a planning brief explaining the reasons for pursuing residential development on these lands. In addition to the studies, reports and surveys, planning approvals and engineering work need to be completed.

As part of the EOI process, interested purchasers were asked to submit a development concept, a price for the land and confirmation that they would be prepared and willing to reimburse the Township for the studies, reports and surveys completed to date. Council reviewed the EOI submissions and as noted above, identified a potential purchaser.

In addition to a purchase price, the purchaser has agreed to reimburse the Township for all costs incurred for completion of the following, studies, survey and reports for the property: environmental site condition assessment, including soil sampling and remediation; Record of Site Condition filing; engineering fees; preliminary work related to inventory natural environment; environmental impact assessment reports, planning/archaeology report; site plan development; land survey and Maitland Valley Conservation Authority permit applications fees. The purchasers also agree to secure at least one building permit for the property by May 31, 2022. If a building permit is not secured by May 31, 2022 the Township reserves the right to repurchase the property.

As part of the agreement, the Township is agreeing to initiate and undertake the necessary Official Plan and Zoning approvals to facilitate a multi-unit residential development on the property. The Township is also agreeing to undertake and provide the purchaser with a Record of Site Condition for the property.

FINANCIAL IMPACT

As previously reported, development of the property for permanent housing will have a positive financial impact on the community as a whole. The construction of new permanent housing will also provide additional economic benefits to local businesses, retailers, restaurants, grocery stores, banks and gas stations on a year-round basis. In addition, development of the former Wingham Trailer Park into a permanent residential area will increase tax revenue. Additional tax revenue will help address the Township's operational and capital needs.

Proceeds from the sale of the property will have a direct financial impact. In the short-term, it is recommended these funds be placed into reserves. At a future meeting, Council may wish to consider how these funds can be used for the benefit of all ratepayers.

FUTURE CONSIDERATIONS

N/A

RELATIONSHIP TO STRATEGIC PLAN

Goal #1-Economy: Our goal is to be build a stronger economy through residential growth; retail, commercial and industrial development; tourism; and thriving agriculture.

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

Dwayne Evans, CAO

The Corporation of the Township of North Huron

By-law No. 58-2021

Being a By-law to amend By-law 82-2008, as amended, of the Corporation of the Township of North Huron to remove the “H” holding zone on the lands known as Lot 14, Plan 22M13, 648 Gloria St., Blyth, Township of North Huron

WHEREAS the Council of the Corporation of the Township of North Huron passed By-law No. 11-2018 to amend the Corporation of the Township of North Huron Zoning By-law No. 82-2008;

AND WHEREAS the Council of the Corporation of the Township of North Huron considers it advisable to amend Zoning By-law No. 82-2008, as amended, of the Corporation of the Township of North Huron to remove the “H” holding zone on the lands known as Lot 14, Plan 22M13, 648 Gloria St., Blyth, Township of North Huron;

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

1. That this By-law shall apply to Lot 14, Plan 22M13, 648 Gloria St., Blyth, Township of North Huron.
2. That By-law No. 82-2008, as amended, is hereby further amended by changing the zone symbol of the lands so designated on the attached Schedule ‘A’ from (R1-H) to (R1).
3. That Key Map (Zone Map 3), Schedule A of By-law No. 82-2008, as amended, is hereby further amended and replaced with amended Key Map (Zone Map 3), attached hereto as “Schedule A”, which is declared to be part of this By-law.
4. That this By-law shall come into force and takes effect on the day of the final passing thereof, pursuant to Section 36(4) of the Planning Act, 1990.

Read a first and second time this 19th day of July, 2021.

Read a third time and passed this 19th day of July, 2021.

CORPORATE SEAL

Bernie Bailey, Reeve

Carson Lamb, Clerk

Amendments


- 1 Amended by By-law 24-2016
- 2 Amended by By-law 81-2017
- 3 Amended by By-law 11-2018
- 4 Amended by By-law 57-2019

REVISION DATE

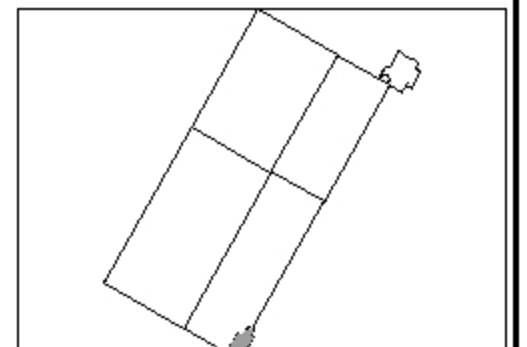
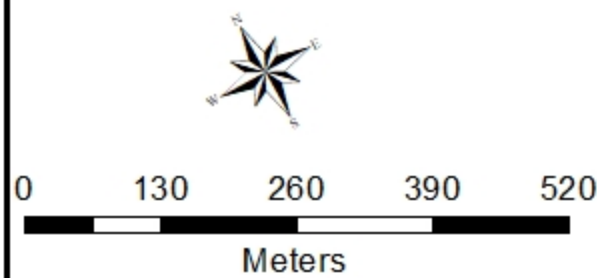
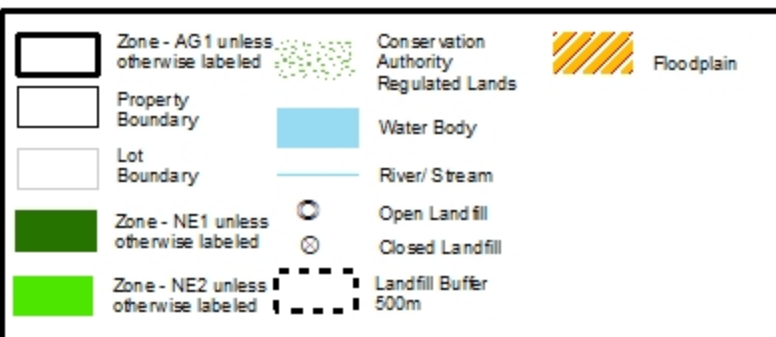
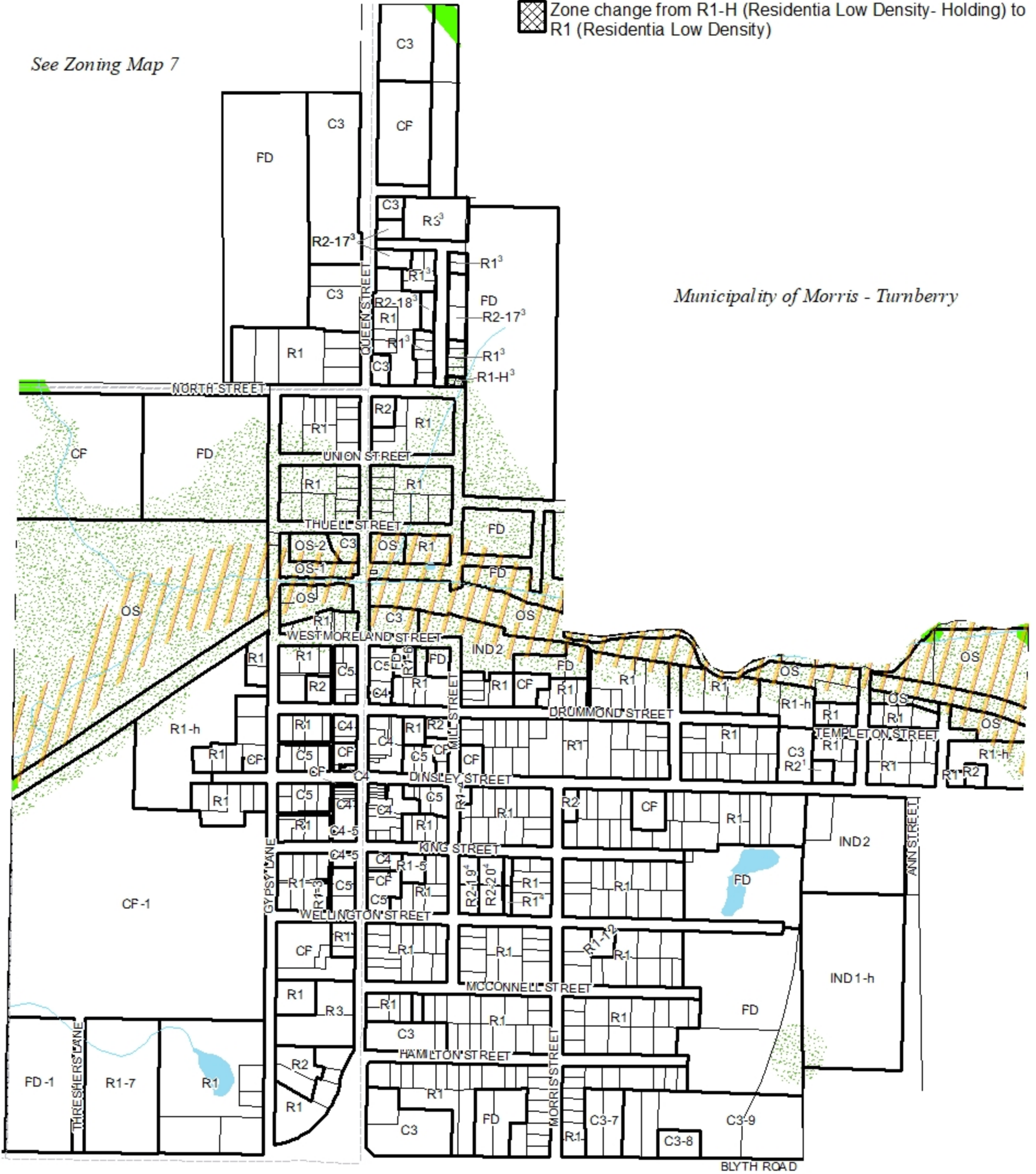
July 05, 2021

Schedule 'A'
Township of North Huron
Blyth
Zone Map

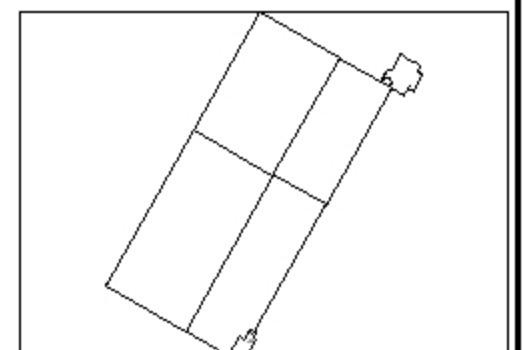
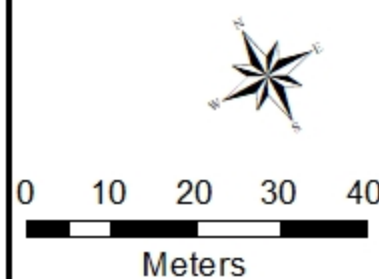
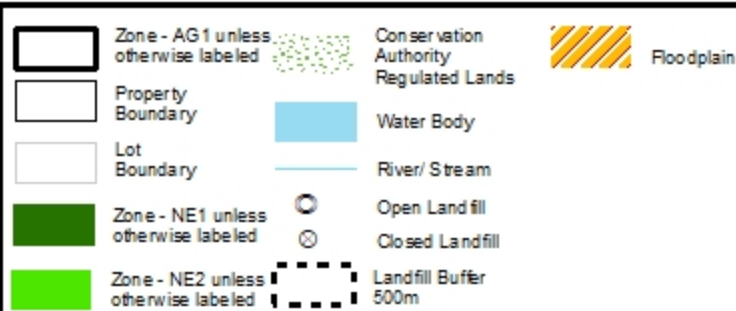
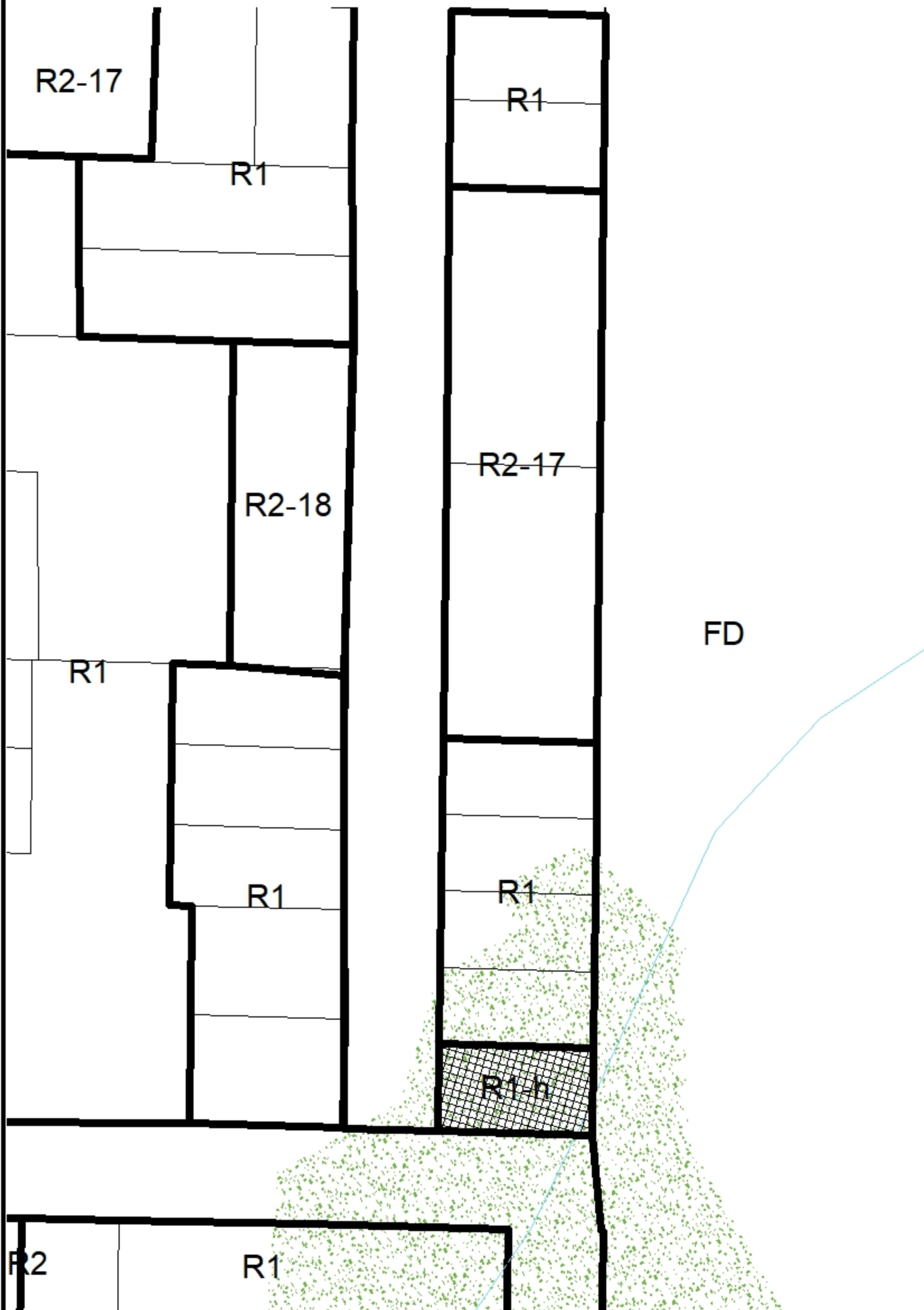
See Zoning Map 7

 Zone change from R1-H (Residential Low Density- Holding) to R1 (Residential Low Density)

Municipality of Morris - Turnberry



July 05, 2021



SCHEDULE 'A'

BLYTH

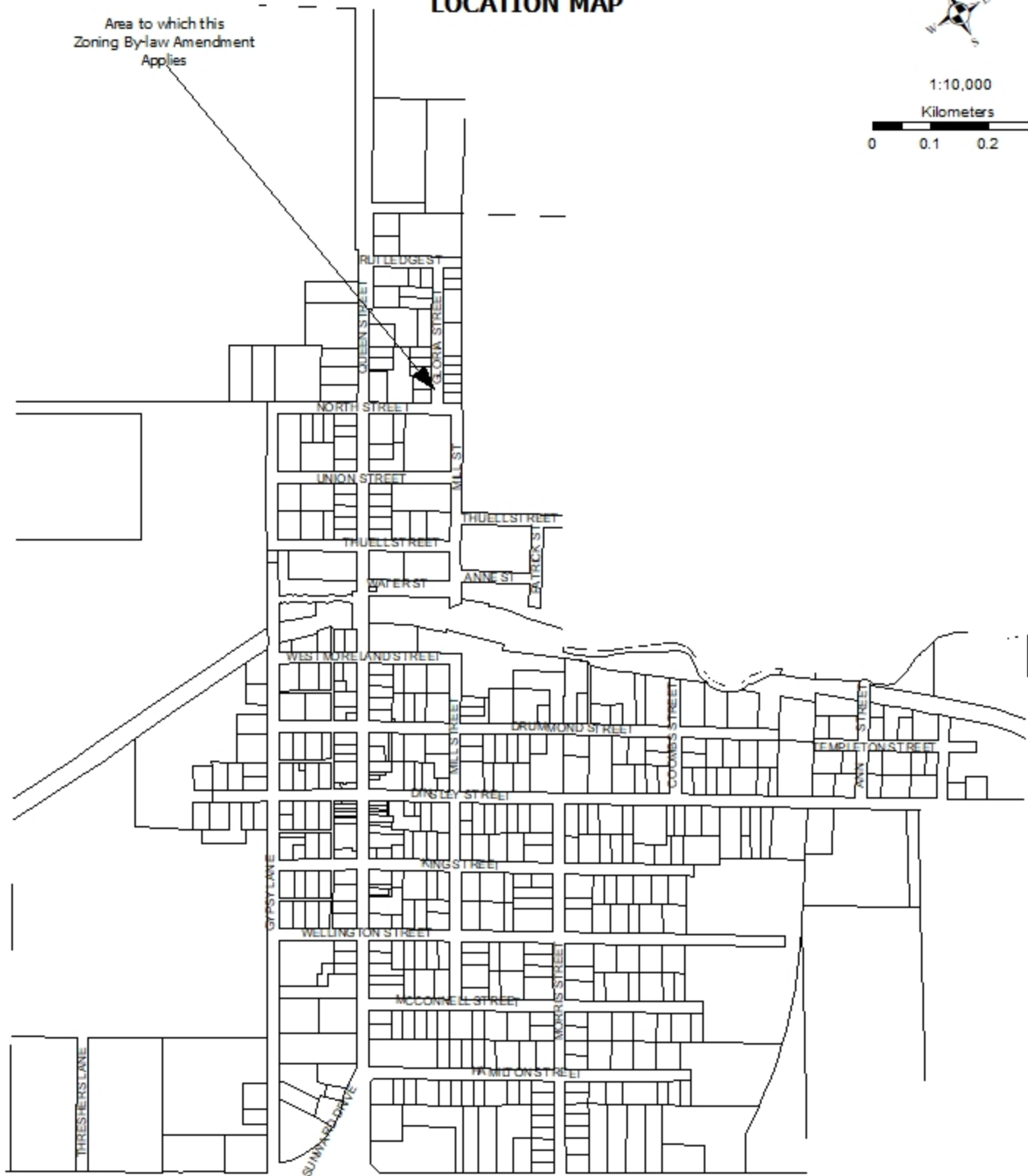
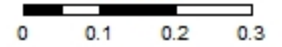
LOCATION MAP

Area to which this
Zoning By-law Amendment
Applies



1:10,000

Kilometers



Produced by the County of Huron as part of the Zoning By-law Amendment process. The County of Huron is not responsible for the accuracy of the information contained in this map. The County of Huron is not responsible for the accuracy of the information contained in this map. The County of Huron is not responsible for the accuracy of the information contained in this map.

The Corporation of the Township of North Huron

By-law No. 59-2021

Being a By-law of the Township of North Huron to authorize the Reeve and Clerk to sign, on behalf of Council, a Land Use Agreement between the Corporation of the Township of North Huron and Howson and Howson Limited

WHEREAS the Corporation of the Township of North Huron deems it advisable and necessary to enter into a Site Plan Control Agreement with Howson and Howson Limited to permit the development of a flour mill bulk load out expansion on Concession 9, Part Lot 1, Plan 175, Blocks; D, E, F, H, Plan 173, Part Block K; Plan 168, Part Lots 93 to 95 Part; Mill Street the former Village of Blyth, now in the Township of North Huron; County of Huron

AND WHEREAS the proposed development is subject to Site Plan Control pursuant to Section 41 of the Planning Act, RSO 1990, and By-law No. 50 of 2006 of the Township of North Huron;

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

1. That the Reeve and Clerk be and are hereby authorized and instructed to sign all of the necessary documents to conclude a new Site Plan Control Agreement between the Corporation of the Township of North Huron and the Registered Owner on Concession 9, Part Lot 1, Plan 175, Blocks; D, E, F, H, Plan 173, Part Block K; Plan 168, Part Lots 93 to 95 Part; Mill Street the former Village of Blyth, now in the Township of North Huron; County of Huron.
2. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 19th day of July, 2021.

Read a third time and passed this 19th day of July, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

Site Plan Control Agreement

THIS AGREEMENT made quadruplet this 19th day of July, 2021.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

(Hereinafter called the “Municipality”)

- and -

HOWSON AND HOWSON LIMITED

(Hereinafter called the “Owner”)

WHEREAS subs. 41(10) of the *Planning Act* permits the registration of this Agreement against the lands to which it applies;

NOW THEREFORE THIS AGREEMENT WITNESSETH THAT in consideration of the mutual covenants hereinafter expressed and other good and valuable consideration, the Parties hereto agree one with the other as follows:

1. Construction in Accordance with Plans and Drawings

The Owner covenants and agrees that the proposed development of a flour mill bulk load out expansion on: Concession 9 Part Lot 1 Plan 175 Blocks; D, E, F, H Plan 173 Part Block K; Plan 168 Part Lots 93 to 95 Part; Mill Street the former Village of Blyth, now in the Township of North Huron, County of Huron; will be completed in accordance with the building and structure locations as shown the plans and drawings as set out in **Schedule “A”**. These documents are available for viewing at the Township of North Huron Municipal Office.

2. Conditions

The Owner covenants and agrees to satisfy each of the conditions set out in **Schedule “B”** to this agreement.

3. Fees and Charges

The Owner covenants and agrees to pay the Municipality the fees and charges set out in **Schedule “C”** to this Agreement. The Owner will be responsible for any other reasonable and foreseeable charges that may occur as a direct result of this development, provided that it shall not be responsible for any indirect claims for business disruption or loss of profits of third parties arising out of the work.

4. Security – Site Plan

In order to guarantee compliance with all conditions of site plan approval contained herein, the Owner covenants and agrees to file with the Municipality prior or upon execution of this Agreement, a letter of credit in the amount of \$5,000.00. The aforesaid letter of credit shall be in a form approved by the Municipality, and the Owner covenants and agrees that the said letter of credit shall be kept in full force and effect and that it will pay all premiums as the said letter of credit becomes due or until such time as the Municipality returns the letter of credit. The letter of credit or other approved security will be released by the Municipality and returned to Owner in accordance with the terms of **Schedule “D”**.

The Owner hereby acknowledges and agrees that should there be a deficiency in or failure to carry out any work or matter required by any clause of this Agreement, and the Owner fails to comply, within thirty (30) days written notice, with a direction to carry out such work or matter, the Municipality may draw on the letter of credit to the extent necessary and enter onto the subject lands and complete all outstanding works or matters, and pay all costs and expenses incurred thereby from the proceeds so drawn. In place of a letter of credit, the Owner may deposit with the Municipality certified cheque in an amount equal to the letter of credit and such deposit shall be held by the Municipality as security in accordance with this Agreement, provided that no interest shall be payable on any such deposit.

5. Minor Adjustments

Minor adjustments to the requirements and provisions of this agreement may be made subject to the approval of the Municipality provided that the spirit and intent of the agreement are maintained. Such minor adjustments shall not require an amendment to this agreement; however, the written approval of the Municipality is required before such minor adjustment can be made.

6. Notices

Any notice required to be given by either party to the other shall be mailed, delivered or sent by facsimile transmission to:

(a) the Owner at:

*ATTN: HOWSON AND HOWSON
232 Westmoreland Street,
Blyth, ON, N0M 1H0*

(b) the Municipality at:

*ATTN: CLERK
274 Josephine Street, Box 90
Wingham, ON, N0G 2W0*

or such other address of which the parties have notified the other in writing, and any such notice mailed, delivered or sent by facsimile transmission shall be deemed good and sufficient notice under the terms of this Agreement.

7. Registration of Agreement

The Owner hereby consents to the registration of this Agreement, together with any schedules hereto, upon the title to the Lands. The Owner agrees to pay the Municipality as a result of the registration of any other documents pertaining to this Agreement.

The Owner shall obtain from any Lender of the Owner, which holds security registered against title to the Lands, the Lender’s consent to postpone its security to this Agreement.

8. Termination of Agreement

If the development proposed by this Agreement is not commenced with one (1) year from the date of the execution of this Agreement, the Municipality may, at its sole option and on thirty (30) days notice to the Owner, declare this Agreement null and void and of no further force or effect and the Owners shall not be entitled to any refund of fees, levies or other charges by the Owner pursuant to this Agreement.

9. Enforcement

The Owner acknowledges that the Municipality, in addition to any other remedy it may have at law, shall also be entitled to enforce this Agreement in accordance with s. 446 of the Municipal Act, 2001.

10. Successors and Assigns

This Agreement and everything herein contained shall ensure to the benefit of and be binding upon the parties hereto and their successors and assigns.

IN WITNESS WHEREOF the Parties hereto have hereunto affixed their corporate seals duly attested to by their proper signing officers in that behalf.

SIGNED, SEALED AND DELIVERED

) **THE CORPORATION OF THE**
) **TOWNSHIP OF NORTH HURON**
)
) Per: _____
) Reeve – Bernie Bailey
)
) Per: _____
) Clerk – Carson Lamb
)
) We have the authority to bind the municipal
) corporation
)
)
)
) **HOWSON AND HOWSON**
) **LIMITED**
)
)
) Per: _____
) Jeff Howson, Owner
)
) I have the authority to bind the
) corporation.
)

SCHEDULE “A”

APPROVED PLANS AND DRAWINGS

The Owners agree and covenant to construct all buildings, structures, works, services and facilities required under this Agreement in accordance with the below referenced municipally-approved plans and drawings.

1.1 SITE PLAN

Identified as: Howson & Howson Ltd. Flour Mill Loadout Expansion; Project File Number: 12450-100; Drawing A1.0; Issued for Approval: May 28, 2021; Prepared by: WitzelDyce Engineering Inc.

1.2 SITE GRADING PLAN

Identified as: Howson & Howson Ltd. Loadout Expansion; Project File Number: Drawing 6946; Revised for Approval: June 1, 2021; Prepared by: Camar Mill Systems Ltd.

SCHEDULE “B”
CONDITIONS OF SITE PLAN APPROVAL

1. The Owner covenants and agrees to develop the site in accordance with the following:

- **Servicing:** The Owner shall extend services to the subject property in accordance with submitted plans to the satisfaction of the Municipality.
- **Maintenance of facilities and works:** The Owner acknowledges and agrees that its obligations hereunder to construct, install and maintain the works including the replacement or relocation or repair of any of the works which are damaged or altered in connection with the installation of any such infrastructure.
- **Utilities and Easements:**
The Owner shall obtain written confirmation from the appropriate entities that all public utilities requirements for the Lands, including but not limited to telephone, telecommunications, cable television, electric power, and gas have been satisfactorily arranged, that servicing for same will be provided underground without any expense, cost, or obligation on the part of the Municipality and that all requisite easements have been or will be provided to such entities.
- **Surfacing:** Entrance/exit driveways, vehicle parking areas and vehicle manoeuvring areas shall be surfaced with a stable dust inhibiting surface (crushed stone, concrete, asphalt pavement or similar hard surface).
- **Snow Removal:** All snow that is removed from the entrance/exit driveways, internal driveways, vehicle parking areas, and vehicle manoeuvring areas shall be stored neatly on site. Snow will not be stored on boulevards, on any abutting road allowance, or stored in a manner to prevent visibility at any entrances.
- **Lighting:** Exterior and/or outdoor lighting provided with the use of the subject property shall be located, installed and oriented to prevent glare on the adjacent properties and roadways.
- **Drainage:** Surface water shall be controlled in such a manner that ensures there is no new or additional run-off onto adjacent properties, right of ways, sidewalks and road corridors. All on site storm water shall be contained within this property and drained as per lot grading and drainage plan.
- **Landscaping:** The Owner shall complete and maintain landscaping and planting on the lands in accordance with the approved site plan to the satisfaction of the Municipality.
- **Elevation:** The Owner shall complete and maintain the elevation on the lands in accordance with the approved site plan to the satisfaction of the Municipality.
- **Signage:** Any proposed signage must be designed in accordance with the Municipality’s Signage By-law and the County of Huron Sign By-law.
- **Garbage:** All garbage to be stored inside the building.
- **Parking:** Total parking to be based on the Township’s Zoning By-Law.

SCHEDULE “C”
FINANCIAL PAYMENTS

The Owner covenants and agrees to pay to the Municipality, upon execution of this Agreement, the following fees:

1. Legal Fee for the preparation of this Agreement and its Registration;
2. Any outstanding taxes (including arrears, interest and penalties).
3. Planning & Engineering Fees for the review of the Site Plan.
4. Security deposits as required by this agreement.

SCHEDULE “D”
RELEASE OF SECURITIES

Securities will be released when the building is fully completed, all site work has been completed as per the Plans and Drawings as approved by the North Huron Chief Building Official.

The Corporation of the Township of North Huron

By-law No. 60-2021

Being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd (Purchaser) for a portion of land legally described as PLAN 410 LOT 367 TO LOT 376; INCL ARTHUR ST & PT JOHN ST, County of Huron

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 is desirous of executing an Agreement of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd (Purchaser) for a portion of land legally described as PLAN 410 LOT 367 TO LOT 376; INCL ARTHUR ST & PT JOHN ST, County of Huron;

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 of Purchase and Sale between the Corporation of the Township of North Huron (Vendor) and J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd (Purchaser) for a portion of land legally described as PLAN 410 LOT 367 TO LOT 376; INCL ARTHUR ST & PT JOHN ST, County of Huron.
2. That a copy of the said Agreement is attached hereto and designated as Schedule 'A' to this By-law.
3. That this By-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 19th day of July, 2021.

Read a third time and passed this 19th day of July, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

AGREEMENT OF PURCHASE AND SALE

THIS AGREEMENT, made in triplicate this 19th day of July, 2021.

BETWEEN:

J.E. Hodgins Lumber (Wingham) Limited and Precision Builders Ltd

("The Purchaser")

-and-

The Corporation of the Township of North Huron

("The Vendor")

PROPERTY: legally described as PLAN 410 LOT 367 TO LOT 376; INCL ARTHUR ST & PT JOHN ST, County of Huron, (the "Property").

PURCHASE PRICE: \$ FIVE HUNDRED THOUSAND Dollars (CDN \$500,000)

DEPOSIT: \$ TEN THOUSAND Dollars (CDN \$10,000)

Of lawful money of Canada, payable by cash or certified cheque to the said solicitor for the vendor, on this date as a deposit to be held in trust pending completion or other termination of this Agreement and to be credited on account of the purchase price on closing, and agrees to pay the balance of the purchase price, by cash or certified cheque on the closing of the transaction, subject to the usual adjustments.

SCHEDULE(S) "A" attached hereto form(s) part of this agreement.

1. **CHATELS INCLUDED:** None.
2. **FIXTURES EXCLUDED:** None.
3. **RENTAL ITEMS:** None.
4. **COMPLETION DATE:** This agreement shall be completed by no later than October 8, 2021. Upon completion, vacant possession of the property shall be given to the Purchaser unless otherwise provided in this Agreement.
5. **NOTICES:** Pursuant to this Agreement any notice relating hereto or provided for herein shall be in writing. This offer, any counter offer, notice of acceptance thereof, or any notice shall be deemed given and received, when hand delivered to the address for

Purchasers Initials

Vendors Initials

service provided herein or, where facsimile number is provided herein, when transmitted electronically to that facsimile number.

NOTICE TO VENDOR:

c/o Clerk
Township of North Huron
P.O. Box 90, 274 Josephine Street
Wingham, Ontario N0G 2W0
Phone: 519-357-3550

NOTICE TO PURCHASER:

c/o Brock Hodgins
J.E. Hodgins Lumber (Wingham) Limited
11B-Line Road
Wingham, Ontario N0G 2W0
Phone: 519-357-3650

NOTICE TO PURCHASER:

c/o Jonathan Eelman
Precision Builders Ltd
40069 Howick Turnberry Road
Wingham, Ontario N0G 2W0
Phone: 519-496-7013

6. **HST:** If the sale of the property (Real Property as described above) is subject to Harmonized Sales Tax (HST), then such tax shall be in addition to the Purchase Price. The Seller will not collect HST if the Buyer provides to the Seller a warranty that the Buyer is registered under the Excise Tax Act ("ETA"), together with a copy of the Buyer's ETA registration, a warranty that the Buyer shall self-assess and remit the HST payable and file the prescribed form and shall indemnify the Seller in respect of any HST payable. The foregoing warranties shall not merge but shall survive the completion of the transaction. If the sale of the property is not subject to HST, Seller agrees to certify on or before closing, that the transaction is not subject to HST. Any HST on chattels, if applicable, is not included in the purchase price.
7. **TITLE SEARCH:** Purchaser shall be allowed until September 24, 2021 to examine the title to the property at their own expense and until the earlier of: (i) thirty days prior to the later of the Requisition Date or the date on which the conditions in this Agreement are fulfilled or otherwise waived or; (ii) five days prior to completion, to satisfy themselves that there are no outstanding work orders or deficiency notices affecting the property, that its present use as a designated Parks and Open Space in the North Huron Official Plan may be lawfully continued. Vendor hereby consents to governmental agencies releasing to Purchaser details of all outstanding work orders affecting the property, and Vendor agrees to execute and deliver such further authorizations in this regard as Purchaser may reasonably require.
8. **FUTURE USE:** Vendor and Purchaser agree that the future use of the land be used as lands for a multi-unit residential development.

9. **TITLE:** Provided that the title to the property is good and free from all registered restrictions, charges, liens, and encumbrances except as otherwise specifically provided in this Agreement and save and except for (a) any registered restrictions or covenants that will run with the land providing that such are complied with; (b) any registered municipal agreements and registered agreements with publicly regulated utilities providing such have been complied with, or security has been posted to ensure compliance and completion, as evidenced by a letter from the relevant municipality or regulated utility; (c) any minor easements for the supply of domestic utility or telephone services to the property or adjacent properties; and (d) any easements for drainage, storm or sanitary sewers, public utility lines, telephone lines, cable television lines or other services which do not materially affect the present use of the property. If within the specified times referred to in paragraph 7 any valid objection to title or to any outstanding work order or deficiency notice, or to the fact the said present use may not lawfully be continued, or that the principal building may not be insured against risk of fire is made in writing to Vendor and which Vendor is unable or unwilling to remove, remedy or satisfy and which Purchaser will not waive, this Agreement notwithstanding any intermediate acts or negotiations in respect of such objections, shall be at an end and all monies paid shall be returned without interest or deduction and Vendor, Listing Broker and Co-operating Broker shall not be liable for any costs or damages. Save as to any valid obligation so made by such day and except for any objection going to the root of title, Purchaser shall be conclusively deemed to have accepted Vendor's title to the property.
10. **DOCUMENTS AND DISCHARGE:** Purchaser shall not call for the production of any title deed, abstract, survey or other evidence of title to the property except such as are in the possession or control of Vendor. If requested by Purchaser, Vendor will deliver any sketch or survey of the property within Vendor's control to Purchaser as soon as possible and prior to the Requisition Date. If a discharge of any Charge/Mortgage held by a corporation incorporated pursuant to the Loan Companies Act (Canada), Chartered Bank, Trust Company, Credit Union, Caisse Populaire or Insurance Company and which is not to assumed by Purchaser on completion, is not available in registerable form on completion, Purchaser agrees to accept Vendor's lawyer's personal undertaking to obtain the discharge, together with a direction executed by Vendor directing payment to the mortgagee of the amount required to obtain the discharge out of the balance due on closing.
11. **INSPECTION:** Purchaser acknowledges having had the opportunity to inspect the property prior to submitting this Offer and understands that upon acceptance of this Offer there shall be a binding agreement of purchase and sale between Purchaser and Vendor.

12. **INSURANCE:** The property shall be and remain until completion at the risk of Vendor. Pending completion, Vendor shall hold all insurance policies, if any, and the proceeds thereof in trust for the parties as their interests may appear and in the event of substantial damage, Purchaser may terminate this Agreement and have all monies paid returned without interest or deduction or else take the proceeds of any insurance and complete the purchase. No insurance shall be transferred on completion. If Vendor is taking back a Charge/Mortgage, or Purchaser is assuming a Charge/Mortgage, Purchaser shall supply Vendor with reasonable evidence of adequate insurance to protect Vendor's or other mortgagee's interest on completion.
13. **PLANNING ACT:** This Agreement shall be effective to create an interest in the property only if Vendor complies with the provisions of the Planning Act by completion and Vendor covenants to proceed diligently at their expense to obtain any necessary consent by completion.
14. **DOCUMENT PREPARATION:** The Transfer/Deed shall, save for the Land Transfer Tax Affidavit, be prepared in registerable form at the expense of Vendor, and any Charge/Mortgage to be given back by Purchaser to Vendor at the expense of the Purchaser. If requested by Purchaser, Vendor covenants that the Transfer/Deed to be delivered on completion shall contain statements contemplated by Section 50 (22) of the Planning Act of Ontario.
15. **RESIDENCY:** Purchaser shall be credited towards the Purchase Price with the amount, if any, necessary for Purchaser to pay to the Minister of National Revenue to satisfy Purchaser's liability in respect of tax payable by Vendor under the non-residency provisions of the Income Tax Act by reason of this sale. Purchaser shall not claim such credit if Vendor delivers on completion the prescribed certificate or a statutory declaration that Vendor is not then a non-resident of Canada.
16. **ADJUSTMENTS:** Any rents, mortgage interest, realty taxes and unmetered public or private utility charges and unmetered cost of fuel, as applicable, shall be apportioned and allowed to the day of completion, the day of completion itself to be apportioned to Purchaser.
17. **TIME LIMITS:** Time shall in all respects be of the essence hereof provided that the time for doing or completing of any matter provided for herein may be extended or abridged by an agreement in writing signed by Vendor and Purchaser or by their respective lawyers who may not be specifically authorized in that regard.
18. **TENDER:** Any tender of documents or money hereunder may be made upon Vendor or Purchaser or their respective lawyers on the day set for completion. Money may be

tendered by bank draft or cheque certified by a Chartered Bank, Trust Company, Province of Ontario Savings Office, Credit Union or Caisse Populaire.

19. **FAMILY LAW ACT:** Vendor warrants that spousal consent is not necessary to this transaction under the provisions of the Family Law Act of Ontario unless Vendor's spouse has executed the consent hereinafter provided.
20. **UFFI:** Vendor represents and warrants that to the best of Vendor's knowledge no remaining building or structure on the property, if any, contains or has ever contained insulation that contains urea formaldehyde. This warranty shall survive and not merge on the completion of this transaction, and if urea formaldehyde is found, this warranty shall only apply to that part which is the subject of this transaction.
21. **AGREEMENT IN WRITING:** If there is conflict between any provision written or typed in this Agreement (including any Schedule attached hereto) and any provision in the printed portion hereof, the written or typed provision shall supersede the printed provision to the extent of such conflict. This Agreement including any Schedule attached hereto shall constitute the entire Agreement between Purchaser and Vendor. There is no representation, warranty, collateral agreement or condition, which affects this Agreement other than as expressed herein. This Agreement shall be read with all changes of gender or number required by the context.
22. **SUCCESSORS AND ASSIGNS:** The heirs, executors, administrators, successors and assigns of the undersigned are bound by the terms herein.
23. This Offer shall be irrevocable by the purchasers until July 23rd, 2021 after which time, if not acceptable, this Offer shall be null and void and the deposit shall be returned to the Purchaser in full without interest.

DATED at Wingham, ONTARIO this 12th day of July, 2021.

SIGNED, SEALED AND DELIVERED

In the presence of:

IN WITNESS whereof I have hereunto set my hand and seal:

Purchasers Initials

Vendors Initials

J.E. Hodgins Lumber (Wingham) Ltd

Per:

(Witness)

(Purchaser) Brock Hodgins

I have the authority to bind the corporation.

Precision Builders Ltd

Per:

(Witness)

(Purchaser) Jonathan Eelman

I have authority to bind the corporation.

I, the Undersigned Vendor, agree to the above Offer.

DATED at Wingham, ONTARIO this 21st day of July, 2021.

The Corporation of the Township of North Huron

Per:

(Witness)

(Vendor) Bernie Bailey—Reeve

(Witness)

(Vendor) Carson Lamb—Clerk

We have authority to bind the corporation.

Purchasers Initials

Vendors Initials

Solicitor for the Vendor:

Donnelly Murphy
P.O. Box , 18 The Square
Goderich, ON N7A 3Y7
Tel: 519-524-2154
Fax: 519--524-8550

Solicitor for the Purchaser:

Virginia M. Schenk L.L.B
Schenk Legal Barristers & Solicitors
P.O. Box 1150
Wingham, ON N0G 2W0
Tel: 519-357-4500

SCHEDULE "A"

The Vendor agrees to convey the property in 1 parcel.

This offer is conditional upon the purchasers being able to satisfy themselves that they can obtain building permits to build the building(s) that they choose. The purchasers shall have until the 17th day of September, 2021 to satisfy themselves and to waive this condition by notice in writing to the Vendor, failing which this Agreement of Purchase and Sale shall be void and the deposit shall be returned to the Purchasers in full.

The purchase price on the property will be allocated as follows:

The Purchaser agrees to secure at least one building permit for the property by May 31st, 2022. In the event the Purchaser does not secure at least one building permit within the established timeline requirements, the Vendor has the right to repurchase at a purchase price of \$500,000, net of any other costs to a maximum of \$1,000.00 plus applicable land transfer tax and free of encumbrances. If the Vendor repurchases the property, the Vendor also has the right to repurchase any studies, surveys and reports for development of the property from the Purchaser at net cost. The right to repurchase and acquire ownership of the studies, surveys and reports is a material component of this agreement.

The Purchasers agree that the Vendor will reserve an easement located along the east property line, adjacent to the Wingham Legion for the purpose of ongoing repairs and maintenance.

The Purchasers agree that the Vendor will reserve an easement in the northwest portion of the property that is designated floodplain for relocation and continuation of the Wingham Community Trail to Victoria St and for the purposes of providing access to the Union Gas building.

The Vendor agrees to initiate and undertake the necessary Official Plan and Zoning approvals to facilitate a multi-unit residential development on the property. The Purchaser agrees to initiate and undertake all other necessary planning approvals.

The Vendor agrees to undertake and provide to the Purchaser a Record of Site Condition for the property.

Prior to closing, the Purchaser agrees to reimburse the Vendor for all costs incurred for completion of the following studies, surveys and reports for the property: Environmental Site Condition Assessment, including soil sampling and remediation and Record of Site Condition filing; Engineering Fees; Preliminary Work Related to Inventory Natural Environment; Environmental Impact Assessment Reports; Planning/Archaeology Report; Site Plan Development; Land Survey; and Maitland Valley Conservation Authority Permit Application Fee. Subject to reimbursement of all costs, these studies, surveys, reports and permits become the

Purchasers Initials

Vendors Initials

property of the Purchaser. Any outstanding amount owing is subject to the Township's interest and penalty charges.

The Vendor warrants to the best of their knowledge and belief that during the period of their ownership of the property that; all environmental laws and regulations have been complied with, no hazardous conditions or substances exist on the land, no limitations or restrictions affecting the continued use of the property exist, other than those specifically provided herein, no pending litigation respecting Environmental matters; no outstanding Ministry of Environment and energy orders, investigation, charges of prosecution respecting environmental matters exist; prior use of a small portion of the property as a waste disposal site has been remediated, and all applicable license are in force and that there are no underground fuel tanks on the premises. The parties agree that this warranty shall survive and not merge on completion of this transaction.

Both the Purchaser and the Vendor agree that the presentation and acceptance of this offer communicated by email/fax telecopier shall form a binding agreement.

Purchasers Initials

Vendors Initials

The Corporation of the Township of North Huron

By-law No. 61-2021

Being a By-law of the Township of North Huron to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron

WHEREAS Section 8 of the Municipal Act, 2001, S. O. 2001, c. 25, as amended, provides that the powers of a Municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the Municipality's ability to respond to municipal issues;

AND WHEREAS Section 5(3) of the Municipal Act, S. O. 2001, c. 25, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the Municipal Act, S. O. 2001, c.25, as amended, provides a municipality the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it expedient to adopt, confirm and ratify matters dealt with at all meetings of Council by by-law;

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

1. That the proceedings and actions taken by the Council of the Corporation of the Township of North Huron at its Meeting on July 19th, 2021, in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Local Planning Appeal Tribunal or other authority is required by law, hereby adopted, ratified and confirmed and shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. That the Reeve and the proper officials of the Corporation of the Township of North Huron are hereby authorized and directed to do all things necessary to give effect to the said actions of the Council of the Corporation of the Township of North Huron referred to in the proceeding section hereof.
3. That on behalf of The Corporation of the Township of North Huron the Reeve, and the Clerk are hereby authorized and directed to execute all necessary documents and to affix thereto the Corporate Seal.
4. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 19th day of July, 2021.

Read a third time and passed this 19th day of July, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk