

THE TOWNSHIP OF NORTH HURON
COUNCIL AGENDA



Date: October 18, 2021
Time: 6:00 p.m.
Location: HELD IN THE WINGHAM TOWN HALL THEATRE

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 October 18, 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 5.3.7 for information.</i>	
5.1.	Minutes	
5.1.1.	Minutes of the Regular Council Meeting held October 4, 2021	6
5.1.2.	Minutes of the Northern Huron Community Committee held August 18, 2021	17
5.1.3.	Minutes of the County of Huron Council Meeting held September 1, 2021	20
5.1.4.	Minutes of the County of Huron Audit Committee Meeting held September 15, 2021	26
5.1.5.	Minutes of the County of Huron Council Meeting held September 15, 2021	28
5.2.	Reports	
5.2.1.	Bills and Accounts	33
5.2.2.	FR-2021-13 Fire Department Activity Report - July to September 2021	53
5.2.3.	FR-2021-14 Fire Prevention Officer Activity Report - July to September 2021	56

5.2.4.	PW-2021-32 Public Works Activity Report - September 2021	58
5.3.	Correspondence	
5.3.1.	Gil Garratt - An Open Letter to North Huron Council and All Staff	68
5.3.2.	Municipality of Shuniah - Resolution - Affordable Internet	69
5.3.3.	Drs. Krista Wheildon & Hyegee Youn - Letter of Thanks for Support	71
5.3.4.	2022 OPP Annual Billing Statement - Wingham Ward	72
5.3.5.	2022 OPP Annual Billing Statement - North Huron	75
5.3.6.	Municipality of Leamington - Resolution - Long Term Care Homes	90
5.3.7.	Township of North Huron OPP 2021 Calls for Service Billing Summary Report - Q3	93
6.	PUBLIC MEETINGS/HEARINGS AND DELEGATIONS	
6.1.	North Huron Museum Committee - Presentation of Final Report to Council	98
7.	REPORTS	
7.1.	Clerk's Department	
7.1.1.	CL-2021-26 Temporary Suspension of Town Hall Public Meeting Requirement	154
	<i>THAT the Council of the Township of North Huron hereby receives the report from the Clerk dated October 18, 2021, regarding the Temporary Suspension of the Town Hall Public Meeting Requirement, for information purposes;</i>	
	<i>AND FURTHER, THAT 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.</i>	
7.2.	Finance Department - No Reports	
7.3.	Recreation and Community Services	
7.3.1.	RC-2021-17 Staffing Level and Facility Operations	156
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Director of Recreation and Community Services, dated October 18, 2021, regarding the staffing levels at the recreational facilities for information purposes;</i>	
	<i>AND FURTHER, THAT Council approves Option "X" to be implemented for the operation of recreation facilities beginning on October 31, 2021.</i>	
7.4.	Public Works and Facilities	

7.4.1.	PW-2021-31 CAZ - Landfill Offsite Monitoring Requirement	160
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated October 18, 2021 regarding the Contamination Attenuation Zone (CAZ) pertaining to offsite landfill groundwater monitoring, for information;</i>	
	<i>AND FURTHER, THAT Council authorizes staff to proceed with more drilling, sampling and testing on the property located at 39601 Reid Road, Lot 39, Concession 12, in the East Wawanosh Ward;</i>	
	<i>AND FURTHER, THAT Council directs the Director of Finance to make the necessary adjustment to the 2021 budget to complete the required environmental project.</i>	
7.4.2.	PW-2021-33 Foodcycler Municipal Solutions	165
	<i>THAT the Council of the Township of North Huron hereby receives the report prepared by the Director of Public Works and Facilities, dated October 18, 2021 regarding FoodCycler Municipal Solutions for information;</i>	
	<i>AND FURTHER, THAT Council agrees not to participate in the pilot project between FoodCycler Municipal Solutions and the Township of North Huron until further investigations from FoodCycler Municipal Solutions is provided.</i>	
7.4.3.	PW-2021-34 Fleet Levels of Service	187
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated October 18, 2021 regarding the Township’s Fleet Levels of Service;</i>	
	<i>AND FURTHER, THAT Council direct staff to proceed with Option _____ and to provide a final version of the 10-year fleet replacement schedule for incorporation into the Asset Management Plan (AMP).</i>	
7.4.4.	PW-2021-35 Management of the Wingham Landfill Woodlot	191
	<i>THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated October, 18, 2021 regarding management of the Wingham Landfill Woodlot for information;</i>	
	<i>AND FURTHER, THAT Council authorizes RJ’s Tree Farms Inc. to proceed with the development and implementation of a woodlot management plan for the Wingham Landfill property;</i>	
	<i>AND FURTHER, THAT Council directs the Director of Finance to put the net proceeds from the woodlot harvest into the Wingham Landfill Reserves.</i>	
7.5.	Fire Department - No Reports	
7.6.	Building Department - No Reports	
7.7.	CAO - No Reports	
8.	CORRESPONDENCE	
8.1.	Kohyn Green - Request for Skatepark in Wingham	193

8.2.	North Huron Community Food Share - Request for Funding	194
8.3.	Huron County Plowmen's Association - Request for Donation	197
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. 80-2021 - Repeal By-law No. 60-2015 (Truck Fleet Management Policy) <i>THAT By-law No. 80-2021; being a By-law to repeal By-law No. 60-2015, being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Truck Fleet Management Policy for the Corporation of the 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>	200
11.2.	By-law No. 81-2021 - Employee COVID-19 Vaccination Policy <i>THAT By-law No. 81-2021; being a By-law to adopt an Employee COVID-19 Vaccination Policy for the Corporation of the 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>	201
11.3.	By-law No. 82-2021 - Agreement with Cliff's Plumbing & Heating <i>THAT By-law No. 82-2021; being a By-law of the Township of North Huron to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Cliff's Plumbing & Heating for the supply and installation of the new Dectron Unit at the North Huron Westcast Community Complex in the 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>	206

12. ANNOUNCEMENTS

The next Regular Council meeting will be held on Monday, November 1, 2021 at 6:00pm in the North Huron Town Hall Theatre.

A Special Council meeting will be held on Friday, October 22, 2021 at 9:00am in the North Huron Town Hall Theatre.

The next Economic Development and Recovery Committee meeting will be held on Thursday, October 21, 2021 at 2:00pm in the North Huron Town Hall Theatre.

The next Wingham BIA Board meeting will be held on Thursday, October 21, 2021 at 6:30pm in the Hot Stove Lounge at the North Huron Westcast Community Complex.

The next Blyth BIA Board meeting will be held on Thursday, October 28, 2021 at 8:00am at the Blyth & District Community Centre.

13. OTHER BUSINESS

14. CLOSED SESSION AND REPORTING OUT - None

15. CONFIRMATORY BY-LAW

15.1. By-law No. 83-2021 - Confirmatory By-law 216

THAT By-law No. 83-2021; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the October 18, 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, October 4, 2021
Time: 6:00 p.m.
Location: HELD IN THE WINGHAM TOWN HALL THEATRE

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
Jamie McCarthy, Director of Public Works and Facilities
Denise Lockie, Recreation and Marketing Assistant

OTHERS PRESENT: Lisa Harper, Susan Faber, Gil Garratt

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

M331/21

MOVED BY: K. Falconer

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby accept the agenda for the October 4, 2021 Council Meeting; as presented.

CARRIED

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

M332/21

MOVED BY: K. Falconer

SECONDED BY: R. McBurney

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 5.3.3. for information.

CARRIED

5.1 Minutes

5.1.1 Minutes of the Regular Council Meeting held September 20, 2021

5.1.2 Minutes of the Police Services Board Meeting held March 16, 2021

5.1.3 Minutes of the Wingham BIA Board Meeting held August 19, 2021

5.1.4 Minutes of the Blyth BIA Board Meeting held June 24, 2021

5.2 Reports

5.2.1 Bills and Accounts

5.2.2 CL-2021-25 Animal Control Officer Update

5.3 Correspondence

5.3.1 North Huron Community Food Share - Letter of Thanks for the Donation

5.3.2 Gil Garratt - An Open Letter to North Huron Council

5.3.3 AMDSB Board Meeting Highlights - September 28, 2021

6. PUBLIC MEETINGS/HEARINGS AND DELEGATIONS

6.1 Lisa Harper, United Way Perth Huron - Northern Huron Community Committee

Lisa Harper and Susan Faber provided an update on the newly formed North Huron Community Committee. This included a discussion about: the mandate of United Way Perth Huron, the region-by-region approach being used, the first steps for the Northern Huron Community Committee, the Committee's workplan, the community outreach being undertaken, examples of United Way Perth Huron's involvement in Northern Huron already, and the work of the Committee to-date.

A Council discussion occurred regarding: the importance of collaboration and alignment of the work of the United Way with the Township's Community Safety and Well-Being Plan, the inclusion of strategies that allow for long-term change, and the importance of municipalities in advocating to upper levels of government to address system-based issues.

7. REPORTS

7.1 Clerk's Department - No Reports

7.2 Finance Department - No Reports

7.3 Recreation and Community Services

7.3.1 CS-2021-02 Request for Support for the Festival of Lanterns

Denise Lockie, Recreation and Marketing Assistant presented a special event request from the Wingham BIA for the Festival of Lanterns event. Lockie described how the event would abide by COVID-19 protocols and recommended that Council support the event, allow the use of the front lawn of Town Hall for the event, and authorize Public Works to provide the requested items.

M333/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby receives the report of the Recreation Clerical and Marketing Assistant, dated October 4, 2021, regarding a request from Wingham BIA to host the Festival of Lanterns event on the front lawn of Town Hall;

AND FURTHER, THAT Council hereby authorizes the closure of the laneways on the north and south side of the Town Hall building and the blockage of on-street parking spots, located at the front of Town Hall on Friday, October 29th for the Festival of Lanterns event.

CARRIED

7.3.2 RC-2021-16 Tender Results for the Replacement of the Dectron

Vicky Luttenberger, Director of Recreation and Community Services presented the tender results for the replacement of the Dectron Unit at the North Huron Westcast Community Complex. Luttenberger recommended that the work be awarded to Cliff's Plumbing and Heating in the amount of \$308,200 plus HST.

M334/21

MOVED BY: C. Palmer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby receives the report prepared by the Director of Recreation & Community Services, dated October 4, 2021 regarding the Request for Tender for the replacement of the Dectron Unit at the North Huron Westcast Community Complex for informational purposes;

AND FURTHER, THAT Council award the contract for the supply and installation of a new Dectron Unit at the North Huron Westcast Community Complex, in the amount of \$308,200 plus HST, to Cliff's Plumbing and Heating;

AND FURTHER, THAT the Director of Finance be authorized to transfer \$94,032.95 from the 2021 budget to the 2022 budget;

AND FURTHER, THAT Council authorizes the Reeve and Clerk to sign an agreement between the Cliff's Plumbing and Heating, and the Township of North Huron.

CARRIED

7.4 Public Works and Facilities

7.4.1 PW-2021-30 Fleet Replacement Schedule

Jamie McCarthy, Director of Public Works and Facilities presented a ten-year fleet replacement schedule to Council. McCarthy discussed the need to repeal the previous Truck Fleet Management Policy, the criteria used to evaluate each asset, and the need for the ten-year planning schedule to be implemented in conjunction with the Township's Asset Management Plan.

McCarthy recommended that Council also authorize staff to purchase two half ton trucks with the modernization funds to maintain the service level as stated fleet replacement schedule.

A discussion occurred regarding: the prioritization of the two half-ton trucks over winter maintenance vehicles, the annual reserve contribution calculation, the replacement value of the assets, the factoring in of inflation, the incorporation of the fleet replacement schedule into the budget, and the budgetary challenges as a result of the Township's asset replacement requirements.

M335/21

MOVED BY: T. Seip

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated October 4, 2021 regarding a Ten (10) Year Fleet Replacement Schedule;

AND FURTHER, THAT Council authorize staff to purchase two half ton trucks with the modernization funds to maintain the service level as stated in the report as presented;

AND FURTHER, THAT Council approves the ten (10) year plan with the recommended service level as detailed in the report to incorporate Fleet into the updated Asset Management Plan (AMP);

AND FURTHER, THAT Council directs the Clerk to prepare a by-law for the October 18, 2021 Regular meeting to repeal By-law No. 60-2015 (the Truck Fleet Management Policy).

CARRIED

7.5 Fire Department - No Reports

7.6 Building Department - No Reports

7.7 CAO

7.7.1 CAO-2021-19 Chief Building Official Position

Dwayne Evans, CAO presented a draft full-time Chief Building Official job description and also provided an update on the shared building services delivery investigations that occurred.

Evans recommended that Council approve the Chief Building Official job description; authorize the hiring of a full-time Chief Building Official; authorize the CAO to sign a contract, if necessary, with a third-party provider for the delivery of Drainage Superintendent Services; and negotiate an extended 2-year contract with Keppel Creek for the continuation of By-law Enforcement services.

A Council discussion occurred regarding: amending the job description to reflect additional policy writing and facilities duties, and the willingness of third-party providers to provide drainage superintendent training to existing North Huron staff.

M336/21

MOVED BY: K. Falconer

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby receives the report prepared by the CAO, dated October 4, 2021, regarding Building services for information;

AND FURTHER, THAT Council approves the attached full-time Chief Building Official job description;

AND FURTHER, THAT Council authorizes staff to hire a full-time Chief Building Official;

AND FURTHER, THAT Council approves the Chief Building Official reporting directly to the Director of Public Works and Facilities;

AND FURTHER, THAT Council authorizes staff to sign a contract with a third-party provider, if necessary, for the delivery of Drainage Superintendent Services effective January 1, 2022;

AND FURTHER, THAT Council authorizes the CAO to negotiate an extended 2-year contract with Keppel Creek for the continuation of By-law Enforcement services.

CARRIED

7.7.2 CAO-2021-20 Draft Employee Vaccination Policy

Evans presented a draft employee vaccination policy to Council. This included a discussion about the Provincially legislated requirements, the purpose of the policy, the recommendations of the Emergency Operations Control Group, and the current health and safety measures in place in North Huron.

A Council discussion occurred regarding whether all staff should be vaccinated, the importance of educating staff to understand vaccinations, and the operational challenges that would be experienced with a mandatory vaccination policy.

M337/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby receives the report prepared by the CAO, dated October 4, 2021, regarding a draft Employee Vaccination Policy;

AND FURTHER, THAT Council approves of the Employee Vaccination Policy, as presented;

AND FURTHER, THAT Council directs the Clerk to prepare a by-law for the October 18, 2021 Regular meeting to adopt the Employee Vaccination Policy.

CARRIED

8. CORRESPONDENCE

8.1 Maitland Valley Conservation Authority - Proposed Naturalization Planting Project: Turnberry Conservation Area - Opportunity to Include Plantings in the Wingham Ecological Park

M338/21

MOVED BY: A. van Hittersum

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby authorizes for Maitland Valley Conservation Authority to proceed with the proposed Naturalization Planting Project, in accordance with the details provided in the letter included on the October 4, 2021 Council agenda, from David Turton, Chair, Maitland Valley Conservation Authority.

CARRIED

9. COUNCIL REPORTS

9.1 REEVE ACTIVITY REPORT

Reeve Bailey noted that all Council and staff are working hard and that Council continues to make many significant decisions for the Township.

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

Deputy Reeve Seip provided an update on the September 21, 2021 Police Services Board meeting. Seip noted the discussion regarding policing service levels, crime rates decreasing, the reconciliation for the 2020 fiscal year, and the location of the satellite office at F.E. Madill Secondary School.

9.3 COMMENTS BY MEMBERS

Councillor Falconer congratulated the Blyth Festival for their creative thinking which allowed for Theatre performances to safely occur in a COVID-19 environment.

10. NOTICE OF MOTION - None

11. BY-LAWS

11.1 By-law No. 76-2021 - Employee Business Expense Policy

M339/21

MOVED BY: K. Falconer

SECONDED BY: R. McBurney

THAT By-law No. 76-2021; being a By-law to adopt an Employee Business Expense Policy for the Corporation of the 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.

CARRIED

11.2 By-law No. 77-2021 - Corporate Credit Card Policy

M340/21

MOVED BY: P. Heffer

SECONDED BY: T. Seip

THAT By-law No. 77-2021; being a By-law to adopt a Corporate Credit Card Policy for the Corporation of the 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.

CARRIED

11.3 By-law No. 78-2021 - Property Tax Billing and Collection Policy

M341/21

MOVED BY: C. Palmer

SECONDED BY: A. van Hittersum

THAT By-law No. 78-2021; being a By-law to adopt a Property Tax Billing and Collection Policy for the Corporation of the 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.

CARRIED

12. ANNOUNCEMENTS

The next Regular Council meeting will be held on Monday, October 18, 2021 at 6:00pm in the North Huron Town Hall Theatre.

A Special Council meeting will be held on Friday, October 22, 2021 at 9:00am in the North Huron Town Hall Theatre.

The next Economic Development and Recovery Committee meeting will be held on Thursday, October 21, 2021 at 2:00pm in the North Huron Town Hall Theatre.

The next Wingham BIA Board meeting will be held on Thursday, October 21, 2021 at 6:30pm in the Hot Stove Lounge at the North Huron Westcast Community Complex.

The next Blyth BIA Board meeting will be held on Thursday, October 28, 2021 at 8:00am at the Blyth & District Community Centre.

13. OTHER BUSINESS

None noted.

14. CLOSED SESSION AND REPORTING OUT

M342/21

MOVED BY: K. Falconer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron hereby proceeds at 7:52pm to an In-Camera Session (Closed to the Public) to discuss the following:

- *A trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the municipality or local board, which, if disclosed, could reasonably be expected to prejudice*

significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization (former Blyth Public Works property);

- *A proposed or pending acquisition or disposition of land by the municipality or local board (Richard W. LeVan Airport); 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).*

CARRIED

Evans reported out that in closed session Council discussed three items. For the first item, Council received a verbal report from the Director of Public Works and Facilities regarding work that has been undertaken on the former Blyth Public Works property.

M343/21

MOVED BY: T. Seip

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron hereby directs the Director of Public Works and Facilities to prepare a report regarding parking and commercial land use options for the former Blyth Public Works property.

CARRIED

For the second item, Evans reported out that Council received a verbal update from the Director of Public Works and Facilities regarding the status of a purchase and sale agreement for the airport.

M344/21

MOVED BY: R. McBurney

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron hereby directs staff to proceed as discussed in closed session as it relates to the disposition of the Richard W. LeVan Airport.

CARRIED

For the third item, Evans reported out that Council discussed the status of the negotiations with the Municipality of Morris-Turnberry regarding a new Cross Border Agreement and next steps to be applied in the negotiating process.

Deputy Reeve Seip requested a recorded vote.

M345/21

MOVED BY: B. Bailey

SECONDED BY: K. Falconer

THAT the Council of the Township of North Huron hereby directs the CAO to proceed with Option A as discussed in closed session regarding a new Cross Border Servicing Agreement with the Municipality of Morris-Turnberry.

For (3): B. Bailey, K. Falconer, and R. McBurney

Against (4): T. Seip, P. Heffer, C. Palmer, and A. van Hittersum

DEFEATED (3 to 4)

Deputy Reeve Seip requested a recorded vote.

M346/21

MOVED BY: T. Seip

SECONDED BY: P. Heffer

THAT the Council of the Township of North Huron hereby directs the CAO to proceed with Option B as discussed in closed session regarding a new Cross Border Servicing Agreement with the Municipality of Morris-Turnberry.

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

Against (1): B. Bailey

CARRIED (6 to 1)

15. CONFIRMATORY BY-LAW

15.1 By-law No. 79-2021 - Confirmatory By-law

M347/21

MOVED BY: P. Heffer

SECONDED BY: T. Seip

THAT By-law No. 79-2021; being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Township of North Huron at the October 4, 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.

CARRIED

16. ADJOURNMENT

M348/21

MOVED BY: K. Falconer

SECONDED BY: R. McBurney

THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:43pm.

CARRIED

Bernie Bailey, Reeve

Carson Lamb, Clerk



United Way Perth-Huron

Northern Huron Community Committee (NHCC) Meeting
Wednesday, August 18, 2021 from 1:00 pm to 2:30 pm
Teleconference – Zoom

MINUTES

Present via Teleconference	Kate Procter (Chair), Connie Goodall, Rev. JoAnn Todd, Shawn Lawler, Denise Lockie, Ryan Erb, Lisa Harper (Recorder)
Regrets	Roxane Nicholson, Nicole Duquette-Jutzi, Patricia Smith

1. Welcome & Introductions

Kate Procter called the meeting to order at 1:00 pm.

1.1. Round table introductions

Committee members and United Way staff introduced themselves

1.2. Volunteer Forms

Committee members were reminded to hand in their signed volunteer application and privacy and confidentiality forms (**Action #1**).

1.3. Terms of Reference/NHCC Power Point Presentation

A UWPH power presentation was given that highlighted the committee goals and plans/processes for the future.

2. United Way Perth-Upcoming Events

2.1. Kick-Off – September 17, 2021

- Lisa updated committee on work that has been done to date.
- Event will run from 12:00 pm to 3:00 pm.
- Local restaurants in Wingham and Blyth have been contacted regarding participation and asking for UWPH donations.
- Local dignitaries will be present for speeches at 2:30 pm in front of the Wingham Town Hall;
- Local newspapers and media outlets have been invited.
- Committee members are asked to attend for pics at 2:30 pm (will be given t-shirt to wear) (**Action #2**).
- Once list of restaurants are confirmed, committee members will be given one restaurant to attend and do a FB live video to generate awareness and participation.

2.2. Women United Event – November 5, 2021

- This will be an in-person/online event.
- Main event in Stratford with satellite events in Huron and Perth.
- More details will be provided at a future meeting.

2.3. Coldest Night of the Year – Feb 26, 2022

- This will be the first time for this event in Northern Huron.

- Goal of \$30,000 has been set.
- Funds will be used to work on the priority issue defined by the committee.

3. Identifying local issues to be addressed

3.1. Understanding of local social problems/service gaps:

- Ryan talked about the work to be done by the committee to understand and address the social problems/service gaps in Northern Huron.
- Will be done with the support of local individuals/organizations.

3.2. Identify organizations who could provide services/supports:

- The committee brainstormed a list of contacts/organizations (8 to 10) that could be invited to the next meeting in September.
- Each individual/organization will be asked to share their top two social issues facing Northern Huron, why those are their top two issues, and asked if they had \$20K, what they would do about it (10 minutes max).
- Lisa will reach out and share text for committee members to reach out as well (Action #3).

3.3. Explain funding application process:

- Ryan explained the process for funding applications.
- Once our main issue has been identified, local organizations will be encouraged to submit an application (will be discussed at future meeting) that will then be reviewed later in the fall, with approval given by the Community Impact and Allocations Committee (CIAC) in January 2022.

4. United Way Updates and Information

4.1. Campaign messaging

- Ryan shared the campaign messaging for committee members to share when being a spokesperson for the United Way.
- Messaging will be shared with committee members (Action #4).

4.2. Regional pages and impact

- Lisa shared the Northern Huron informational 2-pager with the committee.
- This will be shared with committee members for future United Way work they are doing in the community (Action #5).

4.3. Direct mail and matching program

- Ryan talked about the direct mail to the pacesetters - individuals who donate prior to the campaign kick-off.
- Ryan highlighted folks who donate \$1,200 per year (\$100/month) and \$6,000 donors – the matching program find 5, 1,200 donors to match 1, \$6,000 donor.

5. Wrap-up Feedback/Comments

The committee discussed the name of the committee – North Huron and Area Community Committee – for the purpose of inclusion of people within the catchment area, it was suggested to change the name to “Northern Huron Community Committee” – everyone was in agreement; Lisa will rebrand naming with help from UWPH marketing staff (Action #6).

6. Action Items

Action items from the current meeting will be included in the below chart, with an 'Action #' to highlight when in the meeting the discussion occurred.

Action Items				
#	Task	Lead Person(s)	Timeframe	Status
1	Send completed volunteer application forms and Privacy/Confidentiality agreements to Lisa.	All NHCC members	ASAP	
2	Attend Kick-off and get picture taken at 2:30 pm.	All NHCC members	Sept. 17, 2021	
3	Lisa will reach out and share text for committee members to reach out as well	Lisa	Aug. 19, 2021	
4	Messaging will be shared with committee members	Lisa	Aug. 19, 2021	
5	Regional two-pager to be shared with committee members for future United Way work they are doing in the community	Lisa	Aug. 19, 2021	
6	Lisa will rebrand naming with help from UWPH marketing staff	Lisa	Aug. 19, 2021	

7. Adjournment

Meeting adjourned at 2:30 pm.

Upcoming Meetings	
Meeting Location	Wingham Library, 281 Edward Street
Meeting Time	1:00 – 2:30 pm
Meeting Dates	Wednesday, September 15, 2021 October 20, 2021 November 17, 2021 December 2021 – NO MEETING January 19, 2022 February 16, 2022 March 16, 2022 April 20, 2022 May 18, 2022 June 15, 2022 July 2022 – NO MEETING

**MINUTES
COUNCIL OF THE COUNTY OF HURON**

Virtual
September 1, 2021

The Council of the County of Huron met virtually on Wednesday, September 1, 2021. All members of Council were present except for Councillor Grace.

1. Warden Glen McNeil called the meeting to order at 9:01 AM.

2. Warden's Remarks:

Warden McNeil informed members that he was part of the Western Ontario Wardens' Caucus (WOWC) municipal delegation at the Association of Municipalities of Ontario (AMO) conference. The issues discussed were Broadband, Work Force Strategy and Affordable Housing. At the Western Ontario Wardens' Caucus there was discussion regarding homelessness as per correspondence sent from Huron County Council.

The Warden participated in the Huron County Plowing Match hosted by Ross McIntosh. All COVID-19 safety protocols were followed and no spectators were present. Participants were very appreciative of the event.

The Warden and Councillor Ginn attended a dinner meeting with Town of Goderich Mayor John Grace and Senator Rob Black. Senator Black, a strong supporter of agriculture and rural issues, was in Huron County to open the Bayfield Fair.

Warden McNeil advised Council on the passing of local Animal Control Officer Robert "Bob" Trick. The Warden extended sympathy to the family and will be speaking on behalf of Huron County at the funeral later today.

Warden McNeil stated that there was an addition to the agenda:

3. Approval of Agenda:

Warden McNeil stated that there was an addition to the agenda.

- Closed to the Public Session under Section 239 of the Municipal Act, 2001 as amended to discuss personal matters about and identifiable individual, including municipal or local board employees- Economic Development Department with CAO Wark and Clerk Cronin in attendance, which will be considered after Agenda Item 9.1.

Moved by: Councillor Murdock and Seconded by: Councillor Fisher

THAT:

The Council Day 1 agenda for September 1, 2021 be approved as amended.

CARRIED

4. Declaration of Pecuniary Interest: None.

5. Minutes of Previous Meetings:

Moved by: Councillor Harding and Seconded by: Councillor Ginn

THAT:

The minutes of the Council Day 2 meeting on August 11, 2021, be adopted as circulated.

CARRIED

County of Huron
COUNCIL MINUTES
Wednesday, September 1, 2021
~ Page 2 ~

6. Delegations/Petitions/Presentations: None.

7. Councillor's Issues:

Councillor Ginn informed members that he has forwarded a copy of the Huron County Clean Water Project presentation to Senator Rob Black for information.

Councillor Fisher inquired about a vaccination policy for Huron County employees, suppliers and Councillors. CAO Wark informed Council that Human Resources will be presenting a report to Council in October.

Councillor Fisher stated that some Huron East residents have experienced long delays for agricultural drains. He asked if Huron County has ever employed a full-time drainage engineer to work exclusively for Huron County. Director of Public Works Steve Lund confirmed that it is a local municipal function. There was further discussion with Councillors but no direction given.

8. Consent Agenda – Items 8.1 through 8.8:

Moved by: Councillor Watt and Seconded by: Councillor Dietrich
THAT:
Items 8.1 through 8.8 be approved with the actions as noted.
CARRIED

Councillor Ginn indicated an error in report Item 8.1 (d) that will be corrected (Stephen Ward is not in Central Huron).

9. Planning and Development:

9.1 Consent File C60-2021, Ron and Carrie Menzies (Owners)/Mark Horst (Applicant), Concession 1, Part Lots 69 and 70, Grey Ward, Municipality of Huron East (presented by Laura Simpson)

The purpose of this application is to sever a piece of vacant agricultural land and merge it with the abutting property to the north, Grey, Con 1, Lots 69 and 70, Part 1 on 22R-6519, owned by Marcrest Holdings Inc. The application conforms to the Huron East and Huron County Official Plans and is consistent with the Provincial Policy Statement, 2020. A neighbour has submitted correspondence objecting to the proposed severance due to a number of concerns including environmental concerns for the existing drain and wildlife crossing the subject lands, noise and traffic concerns from the increased agricultural industrial use, and negative impact on their property. The Municipality of Huron East has recommended that the application be approved and the Planning and Development Department recommends the application be approved with conditions

Moved by: Councillor Fisher and Seconded by: Councillor Ginn
THAT:

The Council of the County of Huron approves the recommendation of Laura Simpson, Planner, that Consent application C60-2021 by Ron and Carrie Menzies (Owners) and Mark Horst (Applicant) requesting the severance of a parcel of land, described as Concession 1, Part Lots 69 and 70, Grey Ward, Municipality of Huron East, be approved with conditions.
CARRIED

Moved by: Councillor Watt and Seconded by: Councillor MacLellan
THAT:

County of Huron
COUNCIL MINUTES
Wednesday, September 1, 2021
~ Page 3 ~

Consent File C60-2021 by Ron and Carrie Menzies (Owners)/Mark Horst (Applicant), (presented) requesting a severance of a parcel of land described as Concession 1, Part Lots 69 and 70, Grey Ward, Municipality of Huron East. Public comments were received objecting to the application with concerns for conflict with wildlife and environmental impacts, increased traffic and noise disturbance to neighbouring properties. Comments were thoroughly considered but the effect did not influence the decision of Council to approve the application. Agency comments were received from agencies in support of the application, the effect of which resulted in the decision to approve the application.
CARRIED

Council recessed at 9:35 AM and resumed at 9:40 AM.

16. Closed to the Public Session:

Moved by: Councillor Fisher and Seconded by: Councillor Fergusson

THAT:

The Council of the County of Huron do now go into a Closed to the Public Session at 9:40 AM under Section 239 of the Municipal Act, 2001 as amended, to discuss an item that relates to:

- Personal matters about an identifiable individual, including municipal or local Board employees – Economic Development Department;

AND FURTHER THAT:

CAO Meighan Wark and Clerk Susan Cronin remain in attendance.

Moved by: Councillor Fisher and Seconded by: Councillor Heffer

THAT:

The Council of the County of Huron rise from the Closed to the Public Session at 9:59 AM.
CARRIED

- Reporting Out of Closed Session – CAO Wark stated that the purpose of going into closed session was to discuss personal matters about an identifiable individual, including municipal or local Board employees – Economic Development Department

9.2 Update on Housing Friendly Review (presented by Denise Van Amersfoort)

Moved by: Councillor Finch and Seconded by: Councillor Murdock

THAT:

The Council of the County of Huron receives the report by Denise Van Amersfoort, Senior Planner, dated September 1, 2021, titled Update on Housing Friendly Review, as presented for information.

CARRIED

9.3 Planning and Development Department Workload and Resources – Report #2 (presented by Sandra Weber)

Moved by: Councillor Jewitt and Seconded by: Councillor Klopp

THAT:

The Council of the County of Huron receives the report by Sandra Weber, Director of Planning and Development, dated September 1, 2021, Planning and Development Department Workload and Resources - Report #2, as presented for information;

AND FURTHER THAT:

The Council of the County of Huron approves the recommendation of Sandra Weber, Director, that a permanent full-time Planning Manager position be added to the Planning

County of Huron
COUNCIL MINUTES
Wednesday, September 1, 2021
~ Page 4 ~

and Development Department to help advance the long range planning work and to provide support to Planning staff on development applications.
CARRIED

10. Cultural Services:

10.1 Huron County Museum Collection Deaccession Report - September 2021
(presented by Elizabeth French-Gibson)

Moved by: Councillor Ginn and Seconded by: Councillor Dietrich

THAT:

The Council of the County of Huron receives the report by Elizabeth French-Gibson, Interim Director of Cultural Services, dated September 1, 2021, titled Huron County Museum Collection Deaccession Report – September 2021, as presented for information;
AND FURTHER THAT:

The Council of the County of Huron accepts the report and recommendation of the Huron County Museum's Collections Committee that M951.0232.001, M960.0069.001, M960.0084.001 & 2, M981.0008.00, M990.010.001 to M990.0010.006, and M990.0022.001 & M990.0022.002 be deaccessioned from the Huron County Museum's collection.
CARRIED

11. Administration, Policies and Other Issues:

11.1 Cross Border Servicing Workshop Report (presented by Meighan Wark)

Moved by: Councillor Fisher and Seconded by: Councillor Watt

THAT:

The Council of the County of Huron receives the report by CAO Meighan Wark, dated September 1, 2021, titled Cross Border Servicing Workshop Report, as presented for information.
CARRIED

11.2 Strategic Priorities Workshop Report (presented by Meighan Wark)

Moved by: Councillor Klopp and Seconded by: Councillor Ginn

THAT:

The Council of the County Huron receives the report by CAO Meighan Wark, dated September 1, 2021, titled the Strategic Priorities Workshop Report, as presented for information.
CARRIED

11.3 Strategic Priorities – August 2021 (presented by Meighan Wark)

Moved by: Councillor MacLellan and Seconded by: Councillor Murdock

THAT:

The Council of the County of Huron receives the report by CAO Meighan Wark, dated September 1, 2021, titled Strategic Priorities – August 2021, as presented for information.
CARRIED

12. Correspondence:

Moved by: Councillor Harding and Seconded by: Councillor Finch

THAT:

The Council of the County of Huron support correspondence received from Haldrey Farms Ltd. regarding Childhood Cancer Awareness Month – September 2021 by raising The

County of Huron
COUNCIL MINUTES
Wednesday, September 1, 2021
~ Page 5 ~

Childhood Cancer Gold Ribbon Flag at the Court House in Goderich for one week in the month of September.
CARRIED

Moved by: Councillor Watt and Seconded by: Councillor Fisher

THAT:

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

CARRIED

13. New/Unfinished Business:

In the interest of being accountable and transparent, where a member of Council or staff would like to present an item of business in this section, it is recommended that they contact the Chief Administrative Officer in advance so that the item can be placed on the published agenda.

13.1 Celebrating Welcoming Week in Huron County, Immigration Partnership Project Update (presented by Kristin Crane)

Moved by: Councillor Dietrich and Seconded by: Councillor Harding

THAT:

The Council of the County of Huron receives the report from Kristin Crane, Immigration Partnership Coordinator, dated September 1, 2021, titled Celebrating Welcoming Week in Huron County Project Update, as presented for information.

CARRIED

14. Notice of Motion: None.

15. By-laws:

Moved by: Councillor Fergusson and Seconded by: Councillor Murdock

THAT:

Leave be given to introduce the following By-Law:

By-law No. 2021-063, being a By-law of the Corporation of the County of Huron to enter into an agreement with Nimble Information Strategies Inc.

CARRIED

Moved by: Councillor Heffer and Seconded by: Councillor Watt

THAT:

By-law No. 2021-063 be given a first and second reading;

AND FURTHER THAT:

By-law No. 2021-063, as read a first and second time, be passed.

CARRIED

Moved by: Councillor Finch and Seconded by: Councillor Ginn

THAT:

By-law No. 2021-063, be given a third reading in accordance with Part 14 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2021-063, as read a third time, be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

16. Closed to the Public Session: Considered after Agenda Item 9.1

County of Huron
COUNCIL MINUTES
Wednesday, September 1, 2021
~ Page 6 ~

17. Arrangement of Committee/Board Meetings:

Huron County Library Board - Wednesday, September 8, 2021 at 9:00 AM - Virtual Meeting

Huron County Economic Development Board - Wednesday, September 8, 2021 at 5:00 PM - Virtual Meeting

Audit Committee - Wednesday, September 15, 2021 at 9:00 AM - Virtual Meeting

Council Day 2 - Wednesday, September 15, 2021 immediately following the Audit Committee - Virtual Meeting

Accessibility Advisory Committee – Monday, September 20, 2021 at 9:00 AM – Virtual Meeting

18. Confirmatory By-law:

Moved by: Councillor Murdock and Seconded by: Councillor Finch

THAT:

By-Law No. 2021-064, being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron, be introduced, be given a first, second and third reading in accordance with Part 14 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2021-064, as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

be given a first, second and third reading in accordance with Part 14 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2021-064 as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

19. Adjournment:

Moved by: Councillor Dietrich and Seconded by: Councillor Heffer

THAT:

The Council of the Corporation of the County of Huron do hereby adjourn at 10:59 AM to meet again on Wednesday, September 15, 2021 at 9:00 AM or at the call of the Warden and the Clerk.

CARRIED

Warden Glen McNeil

Clerk Susan Cronin

COUNTY OF HURON AUDIT COMMITTEE MEETING MINUTES

Virtual
September 15, 2021

The County of Huron Audit Committee met virtually on Wednesday, September 15, 2021. All members of Council were present. Councillor Bailey joined at 9:06 AM. Councillor Klopp joined at 9:28 AM. Ron Burt, Citizen Appointee, was present.

1. Warden Glen McNeil called the meeting to order at 9:03 AM.

Warden McNeil welcomed Ron Burt, Citizen Appointee for the Audit Committee, Matthew Betik, Partner, KPMG LLP Chartered Accountants and Brendan Hall, Senior Audit Manager, KPMG LLP Chartered Accountants.

2. Approval of the Agenda:

Moved By: Councillor Fisher and Seconded By: Councillor Dietrich

THAT:

The Audit Committee Agenda for September 15, 2021 be approved as presented.

CARRIED

3. Declaration of Pecuniary Interest:

There were no declarations of Pecuniary Interest.

4. Order of Business:

4.1 2020 Draft Audited Financial Statements (presented by Michael Blumhagen)

Presentation of the Draft Consolidated Financial Statements of the Corporation of the County of Huron for the year ended December 31, 2020, by Treasurer and Director of Corporate Services Michael Blumhagen.

4.2 2020 Audit Findings Report (presented by Matthew Betik)

Presentation of the Corporation of the County of Huron Audit Findings Report for the year ended December 31, 2020, by Matthew Betik, Partner, KPMG LLP Chartered Accountants.

4.3 Closed to the Public Session:

Moved By: Councillor Finch and Seconded By: Councillor Watt

THAT:

The Committee do now go into a Closed to the Public Session at 9:46 AM under Section 239 of the Municipal Act, 2001 as amended to discuss an item that relates to:

- Personal matters about an identifiable individual, including municipal or local Board employees;

AND FURTHER THAT:

County of Huron Audit Committee Minutes
September 15, 2021
Page 2 of 2

Clerk Susan Cronin has delegated the Clerk's authorities to Solicitor Greg Stewart, who shall remain in attendance. All members of the Audit Committee, as well as Matthew Betik, Partner, KPMG LLP Chartered Accountants, and Brendan Hall, Senior Audit Manager, KPMG LLP Chartered Accountants, shall remain in attendance.
CARRIED

Council recessed at 9:47 AM and resumed at 9:52 AM.

Moved By: Councillor Heffer and Seconded By: Councillor Ginn

THAT:

The Committee rise from the Closed to the Public Session at 10:08 AM.

CARRIED

- Reporting Out – members of the Audit Committee received an update from auditors Matthew Betik and Brendan Hall.

Moved By: Councillor Finch and Seconded By: Councillor Harding

THAT:

The Audit Committee of the County of Huron approves the Draft Consolidated Financial Statements of the Corporation of the County of Huron for the year ended December 31, 2020, as presented on September 15, 2021 by Treasurer and Director of Corporate Services Michael Blumhagen.

CARRIED

Moved By: Councillor Fergusson and Seconded By: Councillor Murdock

THAT:

The Audit Committee of the County of Huron approves the Corporation of the County of Huron Audit Findings Report for the year ended December 31, 2020 by KPMG LLP Chartered Accountants.

CARRIED

5. Adjournment:

Moved By: Councillor Dietrich and Seconded By: Councillor Fisher

THAT:

The meeting adjourn at 10:13 AM.

CARRIED

Warden Glen McNeil

Clerk Susan Cronin

**MINUTES
COUNCIL OF THE COUNTY OF HURON**

Virtual
September 15, 2021

The Council of the County of Huron met virtually on Wednesday, September 15, 2021. All members of Council were present.

1. Warden Glen McNeil called the meeting to order at 10:13 AM.

2. Approval of Agenda:

Moved by: Councillor Fisher and Seconded by: Councillor Grace

THAT:

The Council Day 2 agenda for September 15, 2021 be approved as presented.

CARRIED

3. Declaration of Pecuniary Interest:

There were no declarations stated.

4. Minutes of Previous Meeting:

Moved by: Councillor Finch and Seconded by: Councillor Jewitt

THAT:

The minutes of the Council Day 1 meeting September 1, 2021 meeting, be adopted as circulated.

CARRIED

5. Delegations/Petitions/Presentations: None.

6. Councillor's Issues:

Councillor Ginn provided an update on the Soil and Crop Improvement Association Open House held at the Huronview Demonstration Farm. Councillor Ginn will have Clerk Cronin distribute the latest study report from the Crop consultants to members of Council.

7. Consent Agenda – Items 7.1 through 7.4:

Moved by: Councillor Murdock and Seconded by: Councillor Finch

THAT:

Items 7.1 through 7.4 be approved with the actions as noted.

CARRIED

8. Social and Property Services:

8.1 Homelessness – Road Mapping (presented by Christine Hoffman)

Moved by: Councillor Finch and Seconded by: Councillor Watt

THAT:

The Council of the County of Huron receives the report by Christine Hoffman, Manager, Housing Services, dated September 15, 2021, titled Homelessness - Road Mapping, as presented for information.

CARRIED

County of Huron
COUNCIL MINUTES
Wednesday, September 15, 2021
~ Page 2 ~

8.2 Canada-Ontario Community Housing Initiative (COCHI) Ontario Transfer Payment Amending Agreement and Investment Plan (presented by Christine Hoffman)

Moved by: Councillor Bailey and Seconded by: Councillor Ginn

THAT:

The Council of the County of Huron receives the report by Christine Hoffman, Manager, Housing Services, dated September 15, 2021, titled Canada-Ontario Community Housing Initiative (COCHI) Ontario Transfer Payment Amending Agreement and Investment Plan as presented for information;

AND FURTHER THAT:

The Council of the County of Huron authorizes the submission of the Investment Plan to the Ministry of Municipal Affairs and Housing;

AND FURTHER THAT:

A by-law be drafted authorizing the Warden and the Clerk to execute the Investment Plan and the Ontario Transfer Payment Amending Agreement for the Canada-Ontario Community Housing Initiative funding and all other required documents of the COCHI program.

CARRIED

9. Homes for the Aged: None.

10. Emergency Services:

10.1 2022 Land Ambulance Response Time Performance Plan (presented by Jeff Horseman)

Moved by: Councillor Finch and Seconded by: Councillor Ginn

THAT:

The Council of the County of Huron receives the report by Jeff Horseman, Chief Emergency Services, dated September 15, 2021, titled 2022 Land Ambulance Response Time Performance Plan, as presented for information;

AND FURTHER THAT:

The Council of the County of Huron directs staff to set the 2022 Land Ambulance Response Time Performance Plan targets to remain the same as those set in the 2021 Land Ambulance Response Time Performance Plan.

CARRIED

10.2 Brussels Paramedic Post Expansion (presented by Jeff Horseman)

Moved by: Councillor Heffer and Seconded by: Councillor Harding

THAT:

The Council of the County of Huron receives the report by Jeff Horseman, Chief Emergency Services, dated September 15, 2021, titled Brussels Paramedic Post Expansion, as presented for information;

AND FURTHER THAT:

The Council of the County of Huron approves the Municipality of Huron East proceeding with accessing conceptual site plans for the expansion of the Brussels Fire Hall to include Paramedic vehicle bays and associated crew quarters;

AND FURTHER THAT:

The Council of the County of Huron directs staff to prepare a report with the conceptual site plans and construction cost estimates for Council's consideration prior to proceeding with this project.

CARRIED

11. Public Works:

County of Huron
COUNCIL MINUTES
Wednesday, September 15, 2021
~ Page 3 ~

11.1 RFP HC 21-504 – Engineering Design Services for the Rehabilitation of Zetland and Forester’s Bridges (presented by Cameron Harper)

Moved by: Councillor Dietrich and Seconded by: Councillor Murdock

THAT:

The Council of the County of Huron receives the report by Cameron Harper, Manager of Public Works, dated September 15, 2021, titled Recommendation to Award RFP HC 21-504 Engineering Services for the Rehabilitation of Zetland and Forester’s Bridges in Huron County, as presented for information;

AND FURTHER THAT:

The Council of the County of Huron awards Contract HC 21-504 to B.M. Ross & Associates Limited for a price of \$121,094.40 including provisional site inspection and contract administration (*Including Net Applicable Taxes*);

AND FURTHER THAT:

A by-law be prepared authorizing the Warden and Clerk to execute the contracts and any other required documentation for Contract HC 21-504.

CARRIED

12. Economic Development:

12.1 Economic Development Department August 2021 Update (presented by Cody Joudry)

Moved by: Councillor Fisher and Seconded by: Councillor Grace

THAT:

The Council of the County of Huron receives the report by Reanne Clark, Office Administrator, dated September 15, 2021, titled Economic Development Department August 2021 Update, as presented for information.

CARRIED

12.2 Economic Development Department July 2021 Update (presented by Cody Joudry)

Moved by: Councillor Ginn and Seconded by: Councillor Murdock

THAT:

The Council of the County of Huron receives the report by Reanne Clark, Office Administrator, dated September 15, 2021, titled Economic Development Department July 2021 Update, as presented for information.

CARRIED

13. Administration, Policies and Other Issues:

13.1 June 2021 Year-to-Date Financial Reporting (presented by Michael Blumhagen)

Moved by: Councillor Finch and Seconded by: Councillor MacLellan

THAT:

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, titled June 2021 Year-to-Date Financial Reporting, dated September 15, 2021, as presented for information.

CARRIED

13.2 Cash Holding and Investment Portfolio (presented by Michael Blumhagen)

Moved by: Councillor Finch Seconded by: Councillor Fergusson

THAT:

County of Huron
COUNCIL MINUTES
Wednesday, September 15, 2021
~ Page 4 ~

The Council of the County of Huron receives the report by Michael Blumhagen, Treasurer and Director of Corporate Services, titled Cash Holding and Investment Portfolio, dated September 15, 2021 as presented for information.
CARRIED

14. Correspondence

Moved by: Councillor Watt and Seconded by: Councillor Murdock

THAT:

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

CARRIED

15. New/Unfinished Business:

In the interest of being accountable and transparent, where a member of Council or staff would like to present an item of business in this section, it is recommended that they contact the Chief Administrative Officer in advance so that the item can be placed on the published agenda.

16. Notice of Motion: None.

17. By-laws:

Moved by: Councillor Fergusson and Seconded by: Councillor Heffer

THAT:

Leave be given to introduce the following By-Laws:

By-law No. 2021-065, being a By-law of the Corporation of the County of Huron to appoint a Director of Cultural Services and confirm the appointment of the Chief Executive Officer of the Huron County Library Board;

By-law No. 2021-066, being a By-law of the Corporation of the County of Huron to enter into an Amending Agreement and Supporting an Investment Plan with Her Majesty the Queen in Right of Ontario as represented by the Minister of Municipal Affairs and Housing.
CARRIED

Moved by: Councillor Fisher and Seconded by: Councillor Watt

THAT:

By-law No. 2021-065 and 2021-066, be given a first and second reading;

AND FURTHER THAT:

By-law No. 2021-065 and 2021-066, as read a first and second time, be passed.

CARRIED

Moved by: Councillor Harding and Seconded by: Councillor Ginn

THAT:

By-law No. 2021-065 and 2021-066, be given a third reading in accordance with Part 14 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2021-065 and 2021-066, as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

18. Closed to the Public Session: None.

19. Arrangement of Committee/Board Meetings:

County of Huron
COUNCIL MINUTES
Wednesday, September 15, 2021
~ Page 5 ~

As per the County's COVID-19 response protocols, all Council and Committee meetings are being held virtually.

Huron County Accessibility Advisory Committee - Monday, September 20, 2021 at 9:00 AM - Virtual Meeting

Council Day 1 - Wednesday, October 6, 2021 at 9:00 AM - Virtual Meeting

Huron County Library Board - Wednesday, October 13, 2021 at 9:00 AM - Virtual Meeting

Huron County Economic Development Board - Wednesday, October 13, 2021 at 5:00 PM - Virtual Meeting

Council Day 2 - Wednesday, October 20, 2021 at 9:00 AM - Virtual Meeting

20. Confirmatory By-law:

Moved by: Councillor Jewitt and Seconded by: Councillor Finch

THAT:

By-Law No. 2021-067, being a By-law of the Corporation of the County of Huron to confirm the proceedings of the Council of the Corporation of the County of Huron, be introduced, be given a first, second and third reading in accordance with Part 14 of the Procedural By-law for the County of Huron, Section 1, Subsection 2;

AND FURTHER THAT:

By-law No. 2021-067; as read a third time; be passed, signed by the Warden and the Clerk, and the Seal of the Corporation affixed thereto.

CARRIED

21. Adjournment:

Moved by: Councillor Dietrich and Seconded by: Councillor Heffer

THAT:

The Council of the Corporation of the County of Huron do hereby adjourn at 11:13 AM to meet again on Wednesday, October 6, 2021 at 9:00 AM or at the call of the Warden and the Clerk.

CARRIED

Warden Glen McNeil

Clerk Susan Cronin

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 507163 Date 10/15/2021 Amount 430.36				
003445 A J STONE COMPANY LTD	162690	10/06/2021	FIRE- CALIBRATION GAS	430.36
		Invoice Count	1 Total	430.36
Cheque 507164 Date 10/15/2021 Amount 2,451.31				
001490 ALLAN AVIS ARCHITECTS INC	6951	10/01/2021	TOWNHALL- ACCESSIBLE RA	2,451.31
		Invoice Count	1 Total	2,451.31
Cheque 507165 Date 10/15/2021 Amount 73.59				
001987 ALLSTREAM BUSINESS INC.	1726358-21878113	09/28/2021	PW-EW- PHONE	73.59
		Invoice Count	1 Total	73.59
Cheque 507166 Date 10/15/2021 Amount 39.60				
004900 ANITA VAN HITTERSUM	9-24-2021	09/24/2021	COUNCIL- MILEAGE	39.60
		Invoice Count	1 Total	39.60
Cheque 507167 Date 10/15/2021 Amount 163,921.80				
005619 ARMSTONG PAVING AND MATERIALS (5273		08/31/2021	WELLINGTON ST/BELGRAVE-	163,921.80
		Invoice Count	1 Total	163,921.80
Cheque 507168 Date 10/15/2021 Amount 9,733.00				
003753 BLYTH BIA	10-7-2021	10/07/2021	BLYTH BIA LEVY	9,733.00
		Invoice Count	1 Total	9,733.00
Cheque 507169 Date 10/15/2021 Amount 278.31				
005058 BLYTH ULTRAMAR 42458	676656	08/04/2021	PW- FUEL FOR 15-34	112.72
005058 BLYTH ULTRAMAR 42458	704953	09/20/2021	PW- GAS FOR JERRY CAN	20.01
005058 BLYTH ULTRAMAR 42458	705453	09/21/2021	PW- FUEL FOR 21.07	129.58
005058 BLYTH ULTRAMAR 42458	709555	09/29/2021	PW- FUEL FOR CHAIN SAWS	16.00
		Invoice Count	4 Total	278.31
Cheque 507170 Date 10/15/2021 Amount 2,096.02				
004328 CIMCO REFRIGERATION	90787228	09/29/2021	ARENA B- PLANT START UP	1,084.92
004328 CIMCO REFRIGERATION	90787655	09/30/2021	ARENA W- PLANT START-UP	1,011.10
		Invoice Count	2 Total	2,096.02
Cheque 507171 Date 10/15/2021 Amount 254.99				
003919 CINTAS CANADA LIMITED	4097488166	10/01/2021	ARENA B- GRAY MAT RENTAL	174.98
003919 CINTAS CANADA LIMITED	4098720423	10/14/2021	FIRE/PW- GRAY MATS	80.01
		Invoice Count	2 Total	254.99
Cheque 507172 Date 10/15/2021 Amount 750.28				
000146 CLIFF'S PLUMBING & HEATING	41656	10/13/2021	ARENA B- REPAIR DEHUMIDI	750.28
		Invoice Count	1 Total	750.28
Cheque 507173 Date 10/15/2021 Amount 2,261.81				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004851 COLVOY ENTERPRISES 2012 LTD	50017	09/29/2021	18-25-PARTS- PW	2,261.81
		Invoice Count	1 Total	2,261.81
Cheque 507174 Date 10/15/2021 Amount 12,372.37				
004852 CONTINUIT CORP.	65061827**	06/25/2021	ADMIN- WILDCARD- 2 YEARS	1,582.00
004852 CONTINUIT CORP.	65062483**	09/28/2021	ADMIN- 2 HEADSETS	146.90
004852 CONTINUIT CORP.	65062487**	09/28/2021	LAPTOP-DOCK- HR CO-ORDII	1,541.32
004852 CONTINUIT CORP.	65062488**	09/28/2021	ADMIN-MF- RECORDS MANA	4,831.88
004852 CONTINUIT CORP.	65062491**	09/28/2021	ADMIN- ESET PROTECT ESS	1,897.27
004852 CONTINUIT CORP.	65062480**	09/30/2021	ADMIN- MONTHLY IT SUPPO	2,373.00
		Invoice Count	6 Total	12,372.37
Cheque 507175 Date 10/15/2021 Amount 891.73				
003299 DARCH FIRE	CI30003834	10/13/2021	FIRE- EXTRICATION TOOL RE	598.90
003299 DARCH FIRE	CI30003849	10/14/2021	FIER- FOAM SUPPLIES	292.83
		Invoice Count	2 Total	891.73
Cheque 507176 Date 10/15/2021 Amount 259.89				
000740 DAWN BENNINGER	9-25-2021	09/25/2021	CAMPGRD B- BACK PACK SP	259.89
		Invoice Count	1 Total	259.89
Cheque 507177 Date 10/15/2021 Amount 1,152.94				
004803 DEAMS HOLDINGS INC.	1929	10/01/2021	LIBRARY B- RENT	1,152.94
		Invoice Count	1 Total	1,152.94
Cheque 507178 Date 10/15/2021 Amount 1,043.48				
000186 DELTA ELEVATOR COMPANY LTD	9248019	10/01/2021	TOWN HALL- ELEVATOR MAI	522.41
000186 DELTA ELEVATOR COMPANY LTD	9248020	10/01/2021	COMPLEX- ELEVATOR MAINT	521.07
		Invoice Count	2 Total	1,043.48
Cheque 507179 Date 10/15/2021 Amount 1,090.48				
002183 DONNELLY & MURPHY	2514	10/05/2021	ADMIN- LEGAL FEES	1,090.48
		Invoice Count	1 Total	1,090.48
Cheque 507180 Date 10/15/2021 Amount 300.00				
001642 EMILY PHILLIPS	9-4-2021	09/04/2021	ADMIN- WEDDING OFFICIANT	300.00
		Invoice Count	1 Total	300.00
Cheque 507181 Date 10/15/2021 Amount 1,241.01				
000221 FIRE MONITORING OF CANADA INC	97258	10/01/2021	DAY CARE- NON-DIRECT MOI	1,241.01
		Invoice Count	1 Total	1,241.01
Cheque 507182 Date 10/15/2021 Amount 160.46				
005189 FIVE9 SOLUTIONS INC.	INV000737	09/30/2021	FIRE- PAGER CHARGERS	160.46
		Invoice Count	1 Total	160.46

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 507183 Date 10/15/2021 Amount 26.98				
005493 FREEDOMPAY CANADA, INC	FPCA1953	08/31/2021	REC ADMIN- TRANSACTION F	26.98
		Invoice Count	1 Total	26.98
Cheque 507184 Date 10/15/2021 Amount 378.55				
004907 GABEL ELECTRIC, PLUMBING & HVAC	17785	09/23/2021	PW/FIRE- REPAIR AC	378.55
		Invoice Count	1 Total	378.55
Cheque 507185 Date 10/15/2021 Amount 7,097.54				
004786 HICKS MORLEY HAMILTON STEWART S	585203	09/30/2021	ADMIN- HUMAN RESOURCES	2,218.76
004786 HICKS MORLEY HAMILTON STEWART S	585204	09/30/2021	ADMIN- HR HANDBOOK REVII	4,878.78
		Invoice Count	2 Total	7,097.54
Cheque 507186 Date 10/15/2021 Amount 612.32				
000274 HORTON'S DAIRY	50276	09/21/2021	DAY CARE- DAIRY SUPPLIES	125.20
000274 HORTON'S DAIRY	50466	09/27/2021	DAY CARE- DAIRY SUPPLIES	184.46
000274 HORTON'S DAIRY	50414	09/28/2021	BA-MR- DAIRY SUPPLIES	55.65
000274 HORTON'S DAIRY	50647	10/05/2021	DAY CARE- DAIRY SUPPLIES	131.44
000274 HORTON'S DAIRY	50776	10/12/2021	BA MR- DAIRY SUPPLIES	115.57
		Invoice Count	5 Total	612.32
Cheque 507187 Date 10/15/2021 Amount 298.78				
003281 HOWSON TRANSPORTATION INC	3314057	09/30/2021	FIRE- DIESEL FOR SEPTEMBER	298.78
		Invoice Count	1 Total	298.78
Cheque 507188 Date 10/15/2021 Amount 1,450.58				
000284 HURON PERTH CATHOLIC DISTRICT S	INV101467	09/01/2021	EARLY LEARNING- RENT	1,450.58
		Invoice Count	1 Total	1,450.58
Cheque 507189 Date 10/15/2021 Amount 135.60				
005509 HURON TOILET RENTALS LTD	411	10/07/2021	LANDFILL- PORTABLE TOILET	135.60
		Invoice Count	1 Total	135.60
Cheque 507190 Date 10/15/2021 Amount 1,333.79				
000286 HURON TRACTOR LTD	B22238	09/01/2021	PARKS EW- WEEDEATER TW	16.89
000286 HURON TRACTOR LTD	B23037	09/13/2021	11-27- BELT- PW	108.75
000286 HURON TRACTOR LTD	B23812	09/22/2021	PW-EW- HYDRAULIC OIL	1,208.15
		Invoice Count	3 Total	1,333.79
Cheque 507191 Date 10/15/2021 Amount 127.13				
004443 ICD LITES	1200	10/14/2021	ARENA B- LIGHT BULBS T8	127.13
		Invoice Count	1 Total	127.13
Cheque 507192 Date 10/15/2021 Amount 249.10				
005608 IDEAL SUPPLY INC	5423031	01/01/2021	FIRE- 24" WIPER BLADES	61.02
005608 IDEAL SUPPLY INC	5632314	01/01/2021	FIRE- CLEANERS, ARMORALI	45.92
005608 IDEAL SUPPLY INC	2583744	05/08/2021	FIRE- HALOGEN BEAM, ATF F	36.77

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
005608 IDEAL SUPPLY INC	2639305	05/21/2021	FIRE- BATTERIES	15.05
005608 IDEAL SUPPLY INC	3079374	09/15/2021	FIRE- BATTERIES	90.34
Invoice Count 5 Total				249.10
Cheque 507193 Date 10/15/2021 Amount 310.26				
000296 IDEAL SUPPLY INC.	3095675	09/21/2021	15-35- BATTERY- PW	203.39
000296 IDEAL SUPPLY INC.	3101604	09/22/2021	PW- SHOP- FOLDING STAR K	23.15
000296 IDEAL SUPPLY INC.	3102672	09/22/2021	PW- CONDUCTOR WIRE	83.72
Invoice Count 3 Total				310.26
Cheque 507194 Date 10/15/2021 Amount 3,229.77				
003538 J.A. PORTER HOLDINGS (LUCKNOW) L	224751	09/07/2021	ROADS- B-LINE DRAINAGE	1,628.33
003538 J.A. PORTER HOLDINGS (LUCKNOW) L	202023255	09/23/2021	REPLACEMENT STORM LIDS	1,601.44
Invoice Count 2 Total				3,229.77
Cheque 507195 Date 10/15/2021 Amount 119.10				
003124 JIM RENWICK	9-28-2021	09/28/2021	ANIMAL CONTROL OFFICER	119.10
Invoice Count 1 Total				119.10
Cheque 507196 Date 10/15/2021 Amount 374.60				
000322 JOE KERR LTD	1000017557	09/29/2021	FIRE-E1 PIERCE REPAIRS	374.60
Invoice Count 1 Total				374.60
Cheque 507197 Date 10/15/2021 Amount 84.59				
000755 JOHNSTON BROS (BOTHWELL) LTD	104750	08/23/2021	PARKS B- DUST AND CHIPS	84.59
Invoice Count 1 Total				84.59
Cheque 507198 Date 10/15/2021 Amount 19.97				
004507 KELSEY STRONG	9-27-2021	09/27/2021	DAY CARE- K-CUP REFILL	19.97
Invoice Count 1 Total				19.97
Cheque 507199 Date 10/15/2021 Amount 693.88				
004856 KEPPELCREEK	1367	09/30/2021	PROPERTY STANDARDS/MIL	693.88
Invoice Count 1 Total				693.88
Cheque 507200 Date 10/15/2021 Amount 951.68				
000352 KITSUPPLY	164810-C	09/14/2021	DAY CARE- CREDIT	-117.86
000352 KITSUPPLY	164992	09/28/2021	ARENA/CAMPGRD B- JANITO	243.32
000352 KITSUPPLY	164997	09/28/2021	DAY CARE - JANITORIAL SUP	234.59
000352 KITSUPPLY	165070	10/05/2021	DAY CARE- SAFETY GLASSE	9.55
000352 KITSUPPLY	165079	10/05/2021	COMPLEX- JANITORIAL SUPP	365.59
000352 KITSUPPLY	165149	10/12/2021	ARENA/HALL B- FLOOR PADS	216.49
Invoice Count 6 Total				951.68
Cheque 507201 Date 10/15/2021 Amount 4,080.43				

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000364 LAVIS CONTRACTING CO LTD	2438524	09/25/2021	ROADS- WINTER SAND	4,080.43
		Invoice Count	1 Total	4,080.43
Cheque 507202 Date 10/15/2021 Amount 236.40				
002258 MARIA WALDEN	10-8-2021	10/08/2021	EARLY ON- SUPPLIES	236.40
		Invoice Count	1 Total	236.40
Cheque 507203 Date 10/15/2021 Amount 5,508.00				
004634 MCDONAGH INSURANCE BROKERS LT	99419	08/10/2021	AIRPORT- INSURANCE	5,508.00
		Invoice Count	1 Total	5,508.00
Cheque 507204 Date 10/15/2021 Amount 787.61				
000420 MGM TOWNSEND TIRE	86871	09/23/2021	10-24- PW- SWITCH TIRES	787.61
		Invoice Count	1 Total	787.61
Cheque 507205 Date 10/15/2021 Amount 71.02				
002926 MICROAGE BASICS-FIRE	190432648	09/09/2021	FIRE- OFFICE SUPPLIES	71.02
		Invoice Count	1 Total	71.02
Cheque 507206 Date 10/15/2021 Amount 270.24				
005005 MIDWESTERN NEWSPAPER CORP	9213	09/30/2021	ADMIN- ADVERTISING	270.24
		Invoice Count	1 Total	270.24
Cheque 507207 Date 10/15/2021 Amount 14,464.00				
005453 MONTEITH BROWN PLANNING CONSU	15984	09/15/2021	REC ADMIN- MASTER PLAN S	11,497.75
005453 MONTEITH BROWN PLANNING CONSU	16078	10/14/2021	REC ADMIN- MASTER PLAN S	2,966.25
		Invoice Count	2 Total	14,464.00
Cheque 507208 Date 10/15/2021 Amount 26,532.35				
000444 MUNICIPALITY OF MORRIS TURNBERR	11563	08/31/2021	AUGUST BUILDING EXPENSE	7,667.98
000444 MUNICIPALITY OF MORRIS TURNBERR	38-2005-2021	10/13/2021	MT-2021 TAX COMPENSATIO	18,864.37
		Invoice Count	2 Total	26,532.35
Cheque 507209 Date 10/15/2021 Amount 711.90				
004977 NATURAL RESOURCE SOLUTIONS INC	210242	02/28/2021	EC DEV- HUTTON HEIGHTS E	711.90
		Invoice Count	1 Total	711.90
Cheque 507210 Date 10/15/2021 Amount 41.00				
005607 NICOLE SYKES	9-20-2021	09/20/2021	DAY CARE - POLICE CHECK	41.00
		Invoice Count	1 Total	41.00
Cheque 507211 Date 10/15/2021 Amount 62,025.84				
000473 OMERS	9-30-2021	10/07/2021	SEPTEMBER 2021 REMITTAN	62,025.84
		Invoice Count	1 Total	62,025.84

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 507212 Date 10/15/2021 Amount 5,651.10				
003138 OWEN SOUND POLICE SERVICES	4974-21	09/30/2021	FIRE- DISPATCH SERVICE JU	5,651.10
		Invoice Count	1 Total	5,651.10
Cheque 507213 Date 10/15/2021 Amount 673.32				
005063 PBJ CLEANING DEPOT INC.	I0013031	09/23/2021	COMPLEX- SANITIZING WIPE	515.23
005063 PBJ CLEANING DEPOT INC.	I0013512	10/06/2021	COMPLEX- PREMIUM ICE ME	158.09
		Invoice Count	2 Total	673.32
Cheque 507214 Date 10/15/2021 Amount 846.82				
004849 PITNEY BOWES LEASING	3201824325	10/09/2021	ADMIN- FOLDING MACHINE L	846.82
		Invoice Count	1 Total	846.82
Cheque 507215 Date 10/15/2021 Amount 347.31				
003284 PPE SOLUTIONS INC	8658	09/23/2021	FIRE- FIREFIGHTING BOOTS	347.31
		Invoice Count	1 Total	347.31
Cheque 507216 Date 10/15/2021 Amount 12.72				
000520 PUROLATOR INC.	448764584	10/08/2021	ADMIN- COURIER CHARGES	12.72
		Invoice Count	1 Total	12.72
Cheque 507217 Date 10/15/2021 Amount 9.40				
004898 RACHEAL STANGEN	9-28-2021	09/28/2021	BA-SH- SUPPLIES	9.40
		Invoice Count	1 Total	9.40
Cheque 507218 Date 10/15/2021 Amount 1,280.01				
004609 RADAR AUTO PARTS- BRUSSELS	5341-328083	09/07/2021	12-30-AIR SHIELD- PW	111.64
004609 RADAR AUTO PARTS- BRUSSELS	5341-329499	09/22/2021	PW- PARTS FOR 11-27/06-43	301.11
004609 RADAR AUTO PARTS- BRUSSELS	5341-329502	09/22/2021	PW- BLYTH- OIL	219.67
004609 RADAR AUTO PARTS- BRUSSELS	5341-329541	09/22/2021	07-15 -OIL AND AIR FILTERS-I	83.39
004609 RADAR AUTO PARTS- BRUSSELS	5341-329606	09/23/2021	05-12- OIL AND AIR FILTERS-	374.52
004609 RADAR AUTO PARTS- BRUSSELS	5341-329742	09/24/2021	05-12- AIR FILTER- PW	66.59
004609 RADAR AUTO PARTS- BRUSSELS	5341-330005	09/27/2021	06-43-PARTS- PW	123.09
		Invoice Count	7 Total	1,280.01
Cheque 507219 Date 10/15/2021 Amount 565.00				
000533 REALTAX INC.	80700	10/07/2021	ADMIN-TAX COLLECTION	565.00
		Invoice Count	1 Total	565.00
Cheque 507220 Date 10/15/2021 Amount 735.40				
004569 RICOH	SCO93407534	09/30/2021	ADMIN- COPIER RENT/COPIE	303.15
004569 RICOH	SCO93407535	09/30/2021	DC/FIRE- COPIER RENT/COPI	171.61
004569 RICOH	SCO93407536	09/30/2021	REC ADMIN- COPIER RENT/C	260.64
		Invoice Count	3 Total	735.40
Cheque 507221 Date 10/15/2021 Amount 1,107.32				
000539 RINTOULS POOLS AND SPAS	87760	09/25/2021	POOL- CHEMICALS	537.87

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000539 RINTOULS POOLS AND SPAS	87997	10/12/2021	POOL- CHEMICALS	569.45
		Invoice Count	2 Total	1,107.32
Cheque 507222 Date 10/15/2021 Amount 70.63				
005083 RONA HODGINS- FIRE DEPARTMENT	318140	09/21/2021	FIRE- PROPANE TORCH SET	48.59
005083 RONA HODGINS- FIRE DEPARTMENT	318572	09/28/2021	FIRE- SUPPLIES	22.04
		Invoice Count	2 Total	70.63
Cheque 507223 Date 10/15/2021 Amount 162.72				
004330 SEPOY WIRING	16715	09/30/2021	ARENA B- NO POWER IN PEN	81.36
004330 SEPOY WIRING	16780	10/13/2021	ARENA B- REPLACE BALLAST	81.36
		Invoice Count	2 Total	162.72
Cheque 507224 Date 10/15/2021 Amount 369.63				
000620 SWAN DUST CONTROL LTD	5909044	09/07/2021	COMPLEX- MATS/MOPS REN	140.31
000620 SWAN DUST CONTROL LTD	5912606	09/21/2021	TOWN HALL- GREY MAT REN	34.01
000620 SWAN DUST CONTROL LTD	5916207	09/21/2021	DAY CARE- GREY MAT RENT	27.50
000620 SWAN DUST CONTROL LTD	5916212	09/21/2021	COMPLEX- MATS/MOP RENT	140.31
000620 SWAN DUST CONTROL LTD	5923191	10/05/2021	DAY CARE - GREY MAT RENT	27.50
		Invoice Count	5 Total	369.63
Cheque 507225 Date 10/15/2021 Amount 25.99				
005067 TIFFANI MCKENNA	9-8-2021	09/08/2021	DAY CARE- SUPPLIES	25.99
		Invoice Count	1 Total	25.99
Cheque 507226 Date 10/15/2021 Amount 36.14				
004570 TIFFANY SEIP	9-29-2021	09/29/2021	EL/DC- GLUE	36.14
		Invoice Count	1 Total	36.14
Cheque 507227 Date 10/15/2021 Amount 6,536.89				
000897 TOWNSHIP OF NORTH HURON SEWER	10-7-2021	10/07/2021	BLYTH SEWER FRONTAGE	6,536.89
		Invoice Count	1 Total	6,536.89
Cheque 507228 Date 10/15/2021 Amount 383.00				
003532 TRULY NOLEN	V57661	10/04/2021	COMPLEX- PEST CONTROL	84.00
003532 TRULY NOLEN	V57673	10/04/2021	TOWN HALL- PEST CONTROL	115.00
003532 TRULY NOLEN	V57684	10/04/2021	DAYCARE-PEST CONTROL	72.00
003532 TRULY NOLEN	V57691	10/04/2021	AIRPORT- PEST CONTROL	112.00
		Invoice Count	4 Total	383.00
Cheque 507229 Date 10/15/2021 Amount 226.00				
005491 VDB CLEANING SERVICES	983	09/24/2021	FIRE/PW BL- JANITORIAL SEF	113.00
005491 VDB CLEANING SERVICES	1003	09/29/2021	FIRE/PW BL- JANITORIAL SEF	113.00
		Invoice Count	2 Total	226.00
Cheque 507230 Date 10/15/2021 Amount 414.99				
000685 WATSON'S HOME HARDWARE	BL1143	09/02/2021	ARENA B- BANDAGES, TSP S	25.96

Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000685 WATSON'S HOME HARDWARE	BL1521	09/08/2021	CAMPGRD B- REBAR TIE WIR	11.29
000685 WATSON'S HOME HARDWARE	BL1618	09/09/2021	CAMPGRD B- TOILET FLAPPE	31.59
000685 WATSON'S HOME HARDWARE	BL1640	09/09/2021	ARENA B- BATTERY TESTER	12.42
000685 WATSON'S HOME HARDWARE	BL1810	09/11/2021	ARENA B-COINCELL BATTER	12.42
000685 WATSON'S HOME HARDWARE	BL2156	09/15/2021	ARENA B- UTILITY PULL	13.54
000685 WATSON'S HOME HARDWARE	BL2223	09/16/2021	ARENA B- SCREWS, NUTS	25.54
000685 WATSON'S HOME HARDWARE	BL2230	09/16/2021	ARENA B- FLAT WASHERS	7.63
000685 WATSON'S HOME HARDWARE	BL2419	09/18/2021	FIRE- BATTERIES	37.26
000685 WATSON'S HOME HARDWARE	BL2518	09/20/2021	SIDEWALKS BLYTH- ADHESIV	7.90
000685 WATSON'S HOME HARDWARE	BL2690	09/21/2021	ARENA B- TORCH NOZZLE	12.42
000685 WATSON'S HOME HARDWARE	BL2862	09/24/2021	CEMETERY B- PRUNING SAW	18.95
000685 WATSON'S HOME HARDWARE	BL3094	09/27/2021	ROADS- GARBAGE BAGS	38.41
000685 WATSON'S HOME HARDWARE	BL3106	09/27/2021	FIRE BLTYH- BATTERIES	115.19
000685 WATSON'S HOME HARDWARE	BL3116	09/27/2021	ARENA B- PERMANENT MARI	20.66
000685 WATSON'S HOME HARDWARE	BL3130	09/27/2021	CAMPGRD B- SPADE BIT	7.56
000685 WATSON'S HOME HARDWARE	BL3139	09/27/2021	CAMPGRD B- SPLIT BOLT CO	16.25
Invoice Count 17 Total				414.99
Cheque 507231 Date 10/15/2021 Amount 28,963.40				
003998 WINGHAM BUSINESS IMPROVEMENT A 2021		10/07/2021	WINGHAM BIA LEVY	28,963.40
Invoice Count 1 Total				28,963.40
Cheque 507232 Date 10/15/2021 Amount 55.37				
000704 WINGHAM COLUMBUS CENTRE	9-1-2021	09/01/2021	FITNESS - SATELLITE EXPEN	55.37
Invoice Count 1 Total				55.37
Cheque 507233 Date 10/15/2021 Amount 2,132.20				
000720 WORK EQUIPMENT LTD	052468	10/06/2021	11-01- PARTS- PW	2,132.20
Invoice Count 1 Total				2,132.20
Report Total				383,631.80

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque	Date	Amount	0.00	
000000			/ /	0.00
		Invoice Count	1 Total	0.00
Cheque	Date	Amount	0.00	
000000			/ /	0.00
		Invoice Count	1 Total	0.00
Cheque 046599	Date 10/15/2021	Amount 32.39		
005167 AARON LICH	10-7-2021	10/07/2021	FITNESS MEMBERSHIP REFL	32.39
		Invoice Count	1 Total	32.39
Cheque 046600	Date 10/15/2021	Amount 1,158.10		
005620 ALANNA BARLOW	10-11-2021	10/11/2021	CEMETERY W- 2 PLOT BUY-E	1,158.10
		Invoice Count	1 Total	1,158.10
Cheque 046601	Date 10/15/2021	Amount 12.66		
005618 AMY BRICK	9-15-2021	09/15/2021	AQUATICS MEMBERSHIP REI	12.66
		Invoice Count	1 Total	12.66
Cheque 046602	Date 10/15/2021	Amount 32.00		
005625 ANNE REDFEARN-GROBBO	10-7-2021	10/07/2021	REFUND- AQUATIC MEMBER	32.00
		Invoice Count	1 Total	32.00
Cheque 046603	Date 10/15/2021	Amount 76.44		
005525 ASHLYN MCLEOD	9-15-2021	09/15/2021	AQUATICS MEMBERSHIP REI	76.44
		Invoice Count	1 Total	76.44
Cheque 046604	Date 10/15/2021	Amount 468.17		
005623 BEKKI SCHLOSSER	9-15-2021	09/15/2021	FITNESS - MEMBERSHIP REF	468.17
		Invoice Count	1 Total	468.17
Cheque 046605	Date 10/15/2021	Amount 8,150.92		
004023 BERRN CONSULTING LTD	20218489	10/01/2021	FIRE- DEFIBRILLATORS	8,150.92
		Invoice Count	1 Total	8,150.92
Cheque 046606	Date 10/15/2021	Amount 50.40		
005622 BRENDA KEFFER	9-15-2021	09/15/2021	REFUND- AQUATIC MEMBER	50.40
		Invoice Count	1 Total	50.40
Cheque 046607	Date 10/15/2021	Amount 25.20		
005615 BRIAN DEVRIES	9-9-2021	09/09/2021	FITNESS- REFUND MEMBER	25.20
		Invoice Count	1 Total	25.20
Cheque 046608	Date 10/15/2021	Amount 209.02		

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
004967 CHISHOLM TV & STEREO	6769	10/09/2021	FITNESS- EQUIPMENT REPAI	209.02
			Invoice Count 1 Total	209.02
Cheque 046609 Date 10/15/2021 Amount 139.92				
005614 CHRIS VANKOUGHNETT	9-10-2021	09/10/2021	FITNESS- MEMBERSHIP REFI	139.92
			Invoice Count 1 Total	139.92
Cheque 046610 Date 10/15/2021 Amount 14.67				
005384 CLAYTON COBER	10-7-2021	10/07/2021	REFUND- MEMBERSHIP	14.67
			Invoice Count 1 Total	14.67
Cheque 046611 Date 10/15/2021 Amount 518.60				
005611 CREATIVE CASUALS	15673	09/28/2021	PW- CLOTHING	518.60
			Invoice Count 1 Total	518.60
Cheque 046612 Date 10/15/2021 Amount 1,494.83				
000885 DEAN'S VALU-MART	90045500022-0944	08/12/2021	DAY CARE - FOOD SUPPLIES	16.95
000885 DEAN'S VALU-MART	90045500022-0403	09/20/2021	EARLY ON- FOOD SUPPLIES	81.37
000885 DEAN'S VALU-MART	90045500022-0577	09/21/2021	BA-MR- FOOD SUPPLIES	27.46
000885 DEAN'S VALU-MART	90045500022-9081	09/23/2021	DAY CARE - FOOD SUPPLIES	289.56
000885 DEAN'S VALU-MART	90045500022-9144	09/27/2021	BA-MR- FOOD SUPPLIES	170.62
000885 DEAN'S VALU-MART	90045500022-9723	09/27/2021	EARLY LEARNING FOOD SUP	164.66
000885 DEAN'S VALU-MART	90045500022-9200	10/01/2021	DAY CARE- FOOD SUPPLIES	267.70
000885 DEAN'S VALU-MART	90045500022-4546	10/04/2021	EARLY LEARNING - FOOD SU	73.94
000885 DEAN'S VALU-MART	90045500022-9305	10/06/2021	DAY CARE- FOOD SUPPLIES	383.06
000885 DEAN'S VALU-MART	90045500036-5466	10/07/2021	ADMIN- FOOD FOR INTERVIE	19.51
			Invoice Count 10 Total	1,494.83
Cheque 046613 Date 10/15/2021 Amount 121.80				
005612 EMILIA MORELLI	9-29-2021	09/29/2021	REFUND AQUATIC MEMBERS	121.80
			Invoice Count 1 Total	121.80
Cheque 046614 Date 10/15/2021 Amount 43.02				
005359 EMMA KIKKERT-LEWIS	9-28-2021	09/28/2021	DAY CARE- SUPPLIES	43.02
			Invoice Count 1 Total	43.02
Cheque 046615 Date 10/15/2021 Amount 122.35				
005363 INNOSOFT CANADA INC.	STD0000493	10/12/2021	REC ADMIN- ID CARD PRINTE	122.35
			Invoice Count 1 Total	122.35
Cheque 046616 Date 10/15/2021 Amount 104.74				
004812 IRON MOUNTAIN CANADA	DYVL429	09/30/2021	DAY CARE- DOCUMENT SHRI	21.86
004812 IRON MOUNTAIN CANADA	DYVL430	09/30/2021	ADMIN- DOCUMENT SHREDD	61.02
004812 IRON MOUNTAIN CANADA	DYVL431	09/30/2021	REC ADMIN- DOCUMENT SHF	21.86
			Invoice Count 3 Total	104.74
Cheque 046617 Date 10/15/2021 Amount 480.32				

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
005355 JD'S TRUCK AND TRACTOR SERVICE	16774	09/07/2021	07-16- REPAIRS- PW	82.96
005355 JD'S TRUCK AND TRACTOR SERVICE	16794	09/15/2021	03-20- REPAIRS- PW	397.36
Invoice Count 2 Total				480.32
Cheque 046618 Date 10/15/2021 Amount 82.00				
005626 JESSE VEEN	10-8-2021	10/08/2021	REFUND FITNESS MEMBERS	82.00
Invoice Count 1 Total				82.00
Cheque 046619 Date 10/15/2021 Amount 42.92				
005624 JESSICA MCNICHOL	9-9-2021	09/09/2021	FITNESS MEMBERSHIP REFL	42.92
Invoice Count 1 Total				42.92
Cheque 046620 Date 10/15/2021 Amount 164.16				
005616 KRISTEN HUBBARD	9-15-2021	09/15/2021	AQUATICS MEMBERSHIP REI	164.16
Invoice Count 1 Total				164.16
Cheque 046621 Date 10/15/2021 Amount 27.81				
005613 LYNNE WILSON	9-10-2021	09/10/2021	AQUATICS - REFUND	27.81
Invoice Count 1 Total				27.81
Cheque 046622 Date 10/15/2021 Amount 26,549.00				
000431 MINISTER OF FINANCE	182409211102137	09/30/2021	POLICE- AUGUST OPP- EW/B	26,549.00
Invoice Count 1 Total				26,549.00
Cheque 046623 Date 10/15/2021 Amount 136.96				
004062 MUNICIPALITY OF BLUEWATER	19725	09/22/2021	FIRE-FIREIGHTING FOAM	136.96
Invoice Count 1 Total				136.96
Cheque 046624 Date 10/15/2021 Amount 7,386.18				
005609 OFF ROAD REPAIR INC.	20352	09/27/2021	14-37- REPLACE HEUI PUMP	7,386.18
Invoice Count 1 Total				7,386.18
Cheque 046625 Date 10/15/2021 Amount 325.26				
001596 ONTARIO BUILDING OFF. ASSOC.	6689	10/07/2021	BUILDING- CBO JOB AD	325.26
Invoice Count 1 Total				325.26
Cheque 046626 Date 10/15/2021 Amount 336.92				
005628 SAWCHUCK ACCESSIBLE SOLUTIONS	1110	09/22/2021	ARENA B- GRAB BARS	336.92
Invoice Count 1 Total				336.92
Cheque 046627 Date 10/15/2021 Amount 232.56				
005617 SYDNEY WADSWORTH	9-15-2021	09/15/2021	AQUATICS MEMBERSHIP REI	232.56
Invoice Count 1 Total				232.56
Cheque 046628 Date 10/15/2021 Amount 6,081.67				

Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor		Invoice	Invoice	Invoice	Invoice
Number	Name	Number	Date	Description	Amount
005627	TNT SECURITY	5847	10/05/2021	ARENA B- COVID SECURITY	763.88
005627	TNT SECURITY	5848	10/05/2021	COMPLEX- COVID SECURITY	1,233.96
005627	TNT SECURITY	5863	10/12/2021	ARENA B- COVID SECURITY	1,402.90
005627	TNT SECURITY	5872	10/13/2021	COMPLEX- COVID SECURITY	2,680.93
				Invoice Count	4
				Total	6,081.67
Report Total					54,620.99

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 004102 Date 10/04/2021 Amount 176.56				
001365 TOWNSHIP OF NORTH HURON WATER	383250	09/24/2021	WATER REVENUE PAID TO C	176.56
		Invoice Count	1 Total	176.56
Cheque 004103 Date 10/04/2021 Amount 118.26				
000687 WESTARIO POWER INC.	2104699130	09/10/2021	589 KWH- MUSEUM	118.26
		Invoice Count	1 Total	118.26
Cheque 004104 Date 10/04/2021 Amount 213.48				
000687 WESTARIO POWER INC.	2104699136	09/10/2021	1380 KWH- WINGHAM FIRE H.	213.48
		Invoice Count	1 Total	213.48
Cheque 004105 Date 10/04/2021 Amount 38.42				
000687 WESTARIO POWER INC.	2104699197	09/10/2021	91 KWH- SUMMIT DR ST LIGH	38.42
		Invoice Count	1 Total	38.42
Cheque 004106 Date 10/04/2021 Amount 51.96				
000687 WESTARIO POWER INC.	2104699176	09/10/2021	192 KWH- 280 WILLIAM ST	51.96
		Invoice Count	1 Total	51.96
Cheque 004107 Date 10/04/2021 Amount 52.98				
000687 WESTARIO POWER INC.	2104699186	09/10/2021	220 KWH- JOSEPHINE ST LIG	52.98
		Invoice Count	1 Total	52.98
Cheque 004108 Date 10/04/2021 Amount 30.45				
000687 WESTARIO POWER INC.	2104699184	09/10/2021	19 KWH- PUMP HOUSE	30.45
		Invoice Count	1 Total	30.45
Cheque 004109 Date 10/04/2021 Amount 33.91				
000687 WESTARIO POWER INC.	2104699192	09/10/2021	51 KWH- PARK DR SNACK BA	33.91
		Invoice Count	1 Total	33.91
Cheque 004110 Date 10/04/2021 Amount 64.30				
000687 WESTARIO POWER INC.	2104699193	09/10/2021	320 KWH -PARK DR BALL PAF	64.30
		Invoice Count	1 Total	64.30
Cheque 004111 Date 10/04/2021 Amount 141.59				
000687 WESTARIO POWER INC.	2104699195	09/10/2021	956 KWH- VIC & JOS ST LIGH	141.59
		Invoice Count	1 Total	141.59
Cheque 004112 Date 10/04/2021 Amount 89.10				
000687 WESTARIO POWER INC.	2104699196	09/10/2021	514 KWH- ALF & JOS ST LIGH	89.10
		Invoice Count	1 Total	89.10
Cheque 004113 Date 10/04/2021 Amount 159.63				

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000687 WESTARIO POWER INC.	2104699138	09/10/2021	882 KWH- PUBLIC W WINGHA	159.63
			Invoice Count 1 Total	159.63
Cheque 004114 Date 10/04/2021 Amount 35.83				
000687 WESTARIO POWER INC.	2104699159	09/10/2021	68 KWH- 250 JOHN ST ST LIG	35.83
			Invoice Count 1 Total	35.83
Cheque 004115 Date 10/04/2021 Amount 120.62				
000687 WESTARIO POWER INC.	2104699142	09/10/2021	676 KWH- CRUIKSHANK PARI	120.62
			Invoice Count 1 Total	120.62
Cheque 004116 Date 10/07/2021 Amount 51.24				
000665 ENBRIDGE/UNION GAS LIMITED	August 2021-491975	09/17/2021	62 M3-FIRE/PW BLYTH	51.24
			Invoice Count 1 Total	51.24
Cheque 004117 Date 10/12/2021 Amount 36.13				
000665 ENBRIDGE/UNION GAS LIMITED	August 2021-882781	09/22/2021	38 M3- DAY CARE NATURAL G	36.13
			Invoice Count 1 Total	36.13
Cheque 004118 Date 10/12/2021 Amount 17.50				
000665 ENBRIDGE/UNION GAS LIMITED	August 2021-391566	09/22/2021	3 M3- LIBRARY NATURAL GAS	17.50
			Invoice Count 1 Total	17.50
Cheque 004119 Date 10/12/2021 Amount 939.21				
000665 ENBRIDGE/UNION GAS LIMITED	August 2021-103132	09/22/2021	2165 M3- COMPLEX NATURAL	939.21
			Invoice Count 1 Total	939.21
Cheque 004120 Date 10/12/2021 Amount 32.84				
000665 ENBRIDGE/UNION GAS LIMITED	August 2021-390185	09/22/2021	19 M3- WINGHAM PW SHED	32.84
			Invoice Count 1 Total	32.84
Cheque 004121 Date 10/12/2021 Amount 604.22				
000687 WESTARIO POWER INC.	2104710508	09/17/2021	4320 KWH- DAY CARE	604.22
			Invoice Count 1 Total	604.22
Cheque 004122 Date 10/12/2021 Amount 79.68				
000687 WESTARIO POWER INC.	2104710513	09/17/2021	361 KWH- JOSEPHINE ST LIG	79.68
			Invoice Count 1 Total	79.68
Cheque 004123 Date 10/12/2021 Amount 165.36				
000687 WESTARIO POWER INC.	2104710511	09/17/2021	975 KWH- LIBRARY	165.36
			Invoice Count 1 Total	165.36
Cheque 004124 Date 10/13/2021 Amount 1,920.82				

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000140 CIBC VISA	Hydro One 63101772	08/25/2021	RECOVERABLE- LED SIGN	1,920.82
			Invoice Count 1 Total	1,920.82
Cheque 004125	Date 10/13/2021	Amount 184.33		
000140 CIBC VISA	Barcode Graphics 136	09/10/2021	ROADS- SIGN BARCODES	184.33
			Invoice Count 1 Total	184.33
Cheque 004126	Date 10/13/2021	Amount 415.84		
000140 CIBC VISA	Thomson reuter 61438	09/20/2021	FIRE- FFER LOGBOOKS	415.84
			Invoice Count 1 Total	415.84
Cheque 004127	Date 10/13/2021	Amount 98.31		
000140 CIBC VISA	HiMama 21966	08/28/2021	DAY CARE- MONTHLY SUBSC	98.31
			Invoice Count 1 Total	98.31
Cheque 004128	Date 10/13/2021	Amount 84.69		
000140 CIBC VISA	NAFI 02433F	09/16/2021	FPO- NAFI MEMBERSHIP DUE	84.69
			Invoice Count 1 Total	84.69
Cheque 004129	Date 10/13/2021	Amount 381.83		
000140 CIBC VISA	Riley Sports 18681	09/03/2021	ARENA W- CLOTHLINE KITS	381.83
			Invoice Count 1 Total	381.83
Cheque 004130	Date 10/13/2021	Amount 372.34		
000140 CIBC VISA	Team Aquatics 140623	09/07/2021	AQUATICS- CLOTHING/INIFOI	372.34
			Invoice Count 1 Total	372.34
Cheque 004131	Date 10/13/2021	Amount 140.00		
000140 CIBC VISA	Ontario.ca- 10057695	09/14/2021	DC- LICENCE RENEWAL 0286	140.00
			Invoice Count 1 Total	140.00
Cheque 004132	Date 10/13/2021	Amount 170.00		
000140 CIBC VISA	Ontario.ca-10057697	09/14/2021	DC- LICENCE RENEWAL 0006	170.00
			Invoice Count 1 Total	170.00
Cheque 004133	Date 10/13/2021	Amount 140.00		
000140 CIBC VISA	Ontario.ca- 10057693	09/14/2021	EL- LICENCE RENEWAL 0004	140.00
			Invoice Count 1 Total	140.00
Cheque 004134	Date 10/13/2021	Amount 18.07		
000140 CIBC VISA	Spotify- Sept 2021	09/17/2021	FITNESS- MONTHLY SUBSCR	18.07
			Invoice Count 1 Total	18.07
Cheque 004135	Date 10/13/2021	Amount 16.99		

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
000140 CIBC VISA	Canva 24384205	09/21/2021	REC ADMIN- ADVERTISING	16.99
		Invoice Count	1 Total	16.99
Cheque 004136	Date 10/13/2021	Amount	536.75	
000140 CIBC VISA	ORFA-31496	09/23/2021	ARENA W- JOB POSTING	536.75
		Invoice Count	1 Total	536.75
Cheque 004137	Date 10/13/2021	Amount	372.90	
000140 CIBC VISA	AMCTO-61767	08/27/2021	ADMIN- MUNICIPAL CLERK FC	372.90
		Invoice Count	1 Total	372.90
Cheque 004138	Date 10/13/2021	Amount	30.45	
000140 CIBC VISA	Digital Rive 8-27-21	08/27/2021	ADMIN- CISCO WEBEX PLUS	30.45
		Invoice Count	1 Total	30.45
Cheque 004139	Date 10/13/2021	Amount	22.54	
000140 CIBC VISA	Cisco- 8-24-21	08/24/2021	ADMIN- CISCO WEBEX STAR	22.54
		Invoice Count	1 Total	22.54
Cheque 004140	Date 10/13/2021	Amount	511.84	
000140 CIBC VISA	Zasio- 20098143	07/01/2021	ADMIN- VERSATILE EXPRESS	511.84
		Invoice Count	1 Total	511.84
Cheque 004141	Date 10/13/2021	Amount	24.99	
000140 CIBC VISA	GoDaddy- Sept 2021	10/06/2021	ADMIN- WEBSITE HOSTING	24.99
		Invoice Count	1 Total	24.99
Cheque 004142	Date 10/13/2021	Amount	56.50	
000140 CIBC VISA	AMO- 85720	09/17/2021	ADMIN- CYBER SECURITY FC	56.50
		Invoice Count	1 Total	56.50
Cheque 004143	Date 10/13/2021	Amount	10.98	
000140 CIBC VISA	Dean's Valu-Mart 970	09/17/2021	ADMIN- LUNCH SUPPLIES	10.98
		Invoice Count	1 Total	10.98
Cheque 004144	Date 10/13/2021	Amount	4.52	
000140 CIBC VISA	Dollarama- 8424	09/17/2021	ADMIN- GIFT	4.52
		Invoice Count	1 Total	4.52
Cheque 004145	Date 10/13/2021	Amount	173.00	
004896 FAMILY RESPONSIBILITY OFFICE	10-14-2021	10/13/2021	WAGE GARNISHMENT	173.00
		Invoice Count	1 Total	173.00
Cheque 004146	Date 10/13/2021	Amount	97.15	

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
003295 GLOBAL PAYMENTS	7324	09/30/2021	LANDFILL- DEBIT MACHINE F	97.15
		Invoice Count	1 Total	97.15
Cheque 004147	Date 10/13/2021	Amount	79.04	
003295 GLOBAL PAYMENTS	1329	09/30/2021	ADMIN- DEBIT MACHINE FEE	79.04
		Invoice Count	1 Total	79.04
Cheque 004148	Date 10/13/2021	Amount	90.75	
003295 GLOBAL PAYMENTS	869	09/30/2021	REC CLASS- DEBIT MACHINE	90.75
		Invoice Count	1 Total	90.75
Cheque 004149	Date 10/13/2021	Amount	8,096.66	
000427 MINISTER OF FINANCE	9-30-2021	09/30/2021	SEPTEMBER 2021 REMITTAN	8,096.66
		Invoice Count	1 Total	8,096.66
Cheque 004150	Date 10/15/2021	Amount	55.12	
005468 CHASE MERCHANT SERVICES	9-30-2021-6582613	09/30/2021	REC ADMIN- CREDIT CARD F	55.12
		Invoice Count	1 Total	55.12
Cheque 004151	Date 10/15/2021	Amount	382.11	
005468 CHASE MERCHANT SERVICES	9-30-2021-6604007	09/30/2021	REC ADMIN- DEBIT MACHINE	382.11
		Invoice Count	1 Total	382.11
Cheque 004152	Date 10/15/2021	Amount	24,036.68	
000535 RECEIVER GENERAL FOR CANADA	10-14-2021-FT	10/14/2021	FT PAYROLL REMITTANCE	24,036.68
		Invoice Count	1 Total	24,036.68
Cheque 004153	Date 10/15/2021	Amount	9,597.63	
000535 RECEIVER GENERAL FOR CANADA	9-30-2021-PT	10/14/2021	PT PAYROLL REMITTANCE	9,597.63
		Invoice Count	1 Total	9,597.63
Report Total				51,376.10

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 900401 Date 10/12/2021 Amount 572.78				
005538 WESTARIO POWER INC- SEWER	2104710510	09/17/2021	4081 KWH- 120 JOSEPHINE S	572.78
			Invoice Count 1 Total	572.78
Cheque 900402 Date 10/12/2021 Amount 28.15				
005538 WESTARIO POWER INC- SEWER	300320113	09/15/2021	0 KWH- SEWER SIPHON	28.15
			Invoice Count 1 Total	28.15
Report Total				600.93

Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 005283 Date 10/14/2021 Amount 580.89				
005621 SARA MANGER	275 DINSLEY ST	10/14/2021	ACCOUNT OVERPAYMENT	580.89
		Invoice Count	1 Total	580.89
Cheque 005284 Date 10/15/2021 Amount 1,662.91				
000072 BLYTH PRINTING INC.	34709	09/25/2021	WATER- ENVELOPES	1,662.91
		Invoice Count	1 Total	1,662.91
Cheque 005285 Date 10/15/2021 Amount 8,069.69				
005610 R.J. BURNSIDE & ASSOCIATES LIMITEE	300053193.0000-2	09/30/2021	WATER- WINGHAM STANDPII	8,069.69
		Invoice Count	1 Total	8,069.69
Report Total				10,313.49

Accounts Payable

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

Cheque Date 10/02/2021 to 12/31/2021

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Invoice Date	Invoice Description	Invoice Amount
Cheque 001192 Date 10/04/2021 Amount 112.85				
005537 WESTARIO POWER INC- WATER	2104699183	09/10/2021	601 KWH- 435 MINNIE ST	112.85
			Invoice Count 1 Total	112.85
Cheque 001193 Date 10/04/2021 Amount 30.81				
005537 WESTARIO POWER INC- WATER	2104699182	09/10/2021	20 KWH- 435 MINNIE ST #2	30.81
			Invoice Count 1 Total	30.81
Cheque 001194 Date 10/04/2021 Amount 51.98				
005537 WESTARIO POWER INC- WATER	2104699202	09/10/2021	181 KWH- WINGHAM WATER	51.98
			Invoice Count 1 Total	51.98
Cheque 001195 Date 10/05/2021 Amount 9,256.07				
005506 TOWNSHIP OF NORTH HURON	2002782843	09/27/2021	GENERAL TAXES PAID TO W/	9,256.07
			Invoice Count 1 Total	9,256.07
Cheque 001196 Date 10/12/2021 Amount 1,139.48				
005537 WESTARIO POWER INC- WATER	300320756	09/17/2021	8399 KWH- WELL # 3	1,139.48
			Invoice Count 1 Total	1,139.48
Cheque 001197 Date 10/13/2021 Amount 74.09				
003924 GLOBAL PAYMENTS	1590	09/30/2021	WATER- DEBIT MACHINE FEE	74.09
			Invoice Count 1 Total	74.09
Report Total				10,665.28



TOWNSHIP OF NORTH HURON

REPORT

Item No. FR-2021-13

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Marty Bedard, Fire Chief
DATE: 18/10/2021
SUBJECT: FR-2021-13 Fire Department Activity Report – July to September 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives an Activity report from the Fire Chief of North Huron, dated October 18, 2021, for information purposes.

AND FURTHER, THAT Council authorize 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 third quarter of 2021.

DISCUSSION

Incident Calls:

Below is the incident call breakdown from January to September 2021. During this time period FDNH has responded to 135 incidents.

CALL TYPE	NH	MT	CH	ACW	OTHER
Fire (structure and vehicle)	12	5	5	0	0
No Loss Outdoor Fire - Includes unauthorized controlled burns/grass	4	6	4	0	0
Alarm System (Malfun/Accident/False) -Includes alarm systems, smoke & carbon monoxide alarm calls	14	4	0	0	0
Vehicle Collision/Extrication	4	2	5	1	0
Medicals	26	5	7	2	0
Other/Public Service/Cancelled on route -Includes Gas Leak, Hydro Wires Down and Assistance to OPP	8	3	3	0	0
Mutual Aid -8 in ACW, 4 in Howick, 2 in Huron-Kinloss & 1 in South Bruce	0	0	0	8	3
JANUARY – MARCH TOTALS (34)	13	9	11	1	0
APRIL – JUNE TOTALS (45)	20	10	8	3	4
JULY – SEPT TOTALS (56)	35	6	5	7	3
2021 TOTALS	68	25	24	11	7

TOTAL INCIDENTS 135

The 56 calls this quarter include 18 in July, 19 in August and 19 in September. We are on pace for 180 calls in 2021 which is 2 more than 2020.

Training Activities:

Training continues weekly in Wingham on Mondays and Blyth on Thursdays. During the past 3 months the following topics have been covered during training:

HALL DUTIES – Apparatus and Equipment checks to ensure proper operation when needed.

PORTABLE PUMPS – inspection, maintenance, setup and operation of all pumps.

HOSES AND APPLIANCES – connections, hose rolls, loading hose on apparatus and care and use of nozzles.

AERIAL OPERATIONS – Climbing, descending ladder and operation.

MEDICAL REVIEW – review equipment and procedures.

ROPES & KNOTS – knot tying, raising and lowering equipment.

Each station also took a full day (Saturday) in September to do Extrication Training. This involved a refresher of all tools, operation of the tools, extrication techniques, vehicle stabilization and cleaning and maintenance of the tools. The new recruits also spent extra time on first aid and medical review.

The Fire Department of North Huron is very fortunate to have trained personnel that are able to conduct all the above training in house without having to hire outside instructors.

Other Notable Projects

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

- New Pumper – Blyth Station – final stages of construction happening now and we expect delivery in the next few weeks.
- Wingham Washroom Renovations – continue to work with Public Works and the architects on the washroom design and layout.
- Training Grounds – continue to work on finalizing the training site. Installation of burn units and controls and welding the containers together.
- Budget 2022 – begin to work on the 2022 department budget.
- Radio System Upgrades – gathering information on radio system upgrades for the modernization funding application process.
- Fire Prevention Week – October 3-9, 2021 – No public open houses again this year due to covid however we will continue to advertise and promote fire safety in the newspapers and on social media.

The Fire Department recently received a \$4,000.00 donation from Green's Meat Market to assist with equipment purchases. We have decided to put this donation towards the purchase of 2 new defibrillators. Our current defibrillators are over 10 years old and are not compatible with the ambulance units anymore.

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. FR-2021-14

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Marty Bedard, Fire Chief
DATE: 18/10/2021
SUBJECT: FR-2021-14 Fire Prevention Officer Activity Report – July to September 2021
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby accepts the report from the Fire Chief of North Huron, dated October 18, 2021, regarding The Fire Prevention Officers Activities from July to September 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 COVID-19 pandemic restrictions, routine inspections were significantly restricted depending on occupancy and hazards to occupants.

Request Inspections:

- Restaurant cooking operations inspections under the building permit are continuing.
- Occupant load calculation requests for liquor licensing was conducted for several North Huron locations.

Complaints:

- Small apartment building fire safety complaints are on the rise, owners of these buildings are complying with the orders issued.
- Numerous landlord/tenant dispute complaints. All were investigated and most with no fire related issues. All files closed.
- Several complaints about open burning were addressed and rectified. Two warning letters have been issued.

Fire Investigations:

- None conducted

Other:

- Fire Marshall's Office has released numerous training sessions. The Fire Prevention Officer participates in these training sessions to further Fire Prevention initiatives during Covid restricted times.

- Vulnerable occupancy extensive fire drill and inspection planning is well underway for late October/early November 2021.
- Assistance provided to Central Huron FD with review of Propane Storage and Handling guidelines. (North Huron also responds to this location for fire calls).
- Assistance provided to Central Huron FD for grow op situations.
- Numerous file searches for outstanding Fire Code issues were conducted at Lawyer's request, for sale/purchase of property.
- Numerous Fire Safety Plans were submitted and reviewed for conformance with the Ontario Fire Code.
- Several proposed Site Plan applications were reviewed for Fire Code compliance.

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. 2021-32

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 18/10/2021
SUBJECT: PW-2021-32 Public Works Activity Report – September 2021
ATTACHMENTS: Veolia Monthly Report, August and September 2021

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the activity report of the Director of Public Works and Facilities, dated October 18th, 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 for September 2021.

DISCUSSION

Administration

- RFP and RFT Completed:
 - Town Hall Accessibility Ramp Construction Tender
- RFP and RFT in progress:
 - SCADA
 - Blyth Community Centre Roof Replacement Project is underway (Atlas-Apex Roofing Inc.). It is expected this project will be completed by the end of October.
 - Daycare siding and doors RFP has been awarded and is underway (Mapleton Exteriors Ltd.). All work is to be completed on or before December 17th, 2021.
 - Joint PW and Fire Washroom RFP (Fabrik Architects Inc.) is awarded and underway. The work is to be completed no later than December 31st, 2022 as per the funding agreement.
 - Howson Bridge and Dam Decommissioning RFP has been awarded (GSS Engineering Consultants Ltd.) and is expected to be completed in 2022.

Road Maintenance and Operation

- Ongoing cold patching repairs and asphalt patching is occurring
- Completed line painting on Westfield Road
- Completing ditching in various locations in the rural part of the Township
- Completed the filling of the winter salt/sand in the storage buildings
- Assisting the County with the installation of the crosswalk in Blyth
- Shoulder grading on Westfield Road has started and will be completed once more before winter control
- Sign reflectivity was completed. Thirty-six signs were identified for replacement.
- Final round of grass cutting underway in the rural sections of the Township
- Removal of Howson dam boards

- Assisting with the installation of the BIA new LED sign
- Howson Dam security blocks installed with new signage to be installed
- Scott Municipal drain road crossing completed

Fleet

- RFP's will be prepared and issued for two new trucks. One truck will be Public Works and one truck will be Recreation.
- Starting to clean-up mowers for the winter and will soon be preparing equipment for winter control.

Airport

- Negotiation of a purchase and sale agreement for the airport has been completed and will be presented for Council's consideration and approval very shortly.

Cemeteries

- Interments underway in both cemeteries;
- Foundation repairs needed on monuments in both cemeteries. Scheduling maintenance is almost completed.

Solid Waste and Recycling

- Routine operations continue;
- Contamination Attenuation Zone (CAZ) activities are continuing with RJ Burnside;
- Organic Lead and Yard Waste collection is scheduled for October 18th & November 8th.

Water and Wastewater

- Water and waste water monthly report for August, 2021 is attached.
- Hydrant flushing in Wingham took place August 30th throughout September 24th, 2021.
- Hydrant flushing in Blyth is underway and is expected to be completed by October 15th, 2021.
- Service Line Warranties will be sending out a fall mailing campaign in November.

Parks and Properties

- Routine grass cutting/greenspace/park maintenance
- End of season closing of splash pad and washroom facilities

FINANCIAL IMPACT

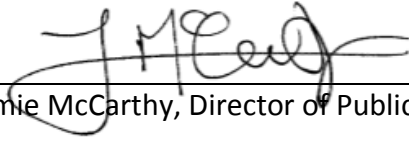
No immediate financial impacts identified at this time.

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.

A handwritten signature in black ink, appearing to read 'J McCarthy', with a horizontal line extending from the end of the signature.

Jamie McCarthy, Director of Public Works

A handwritten signature in black ink, appearing to read 'Dwayne Evans', with a horizontal line extending from the end of the signature.

Dwayne Evans, Chief Administrative Officer



TOWNSHIP OF NORTH HURON WATER AND WASTEWATER

MONTHLY REPORT

September 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. Lead and quarterly samples completed
- 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. Routine hydrant flushing completed.
- v) **Maintenance and services Performed:** all routine and planned maintenance was performed. New water meter installed at 499 Josephine st.
- vi) **Customer complaints:** Rusty water complaint at 355 Josephine st. Operators flushed service line-Resolved

b) BLYTH WATER

- i) **Laboratory Results:** All results were compliant during the reporting period. Lead and quarterly samples completed
- 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. MECP annual inspection completed.
- iv) **Distribution:** Meter reading, routine and planned maintenance was performed, Blyth Well 2 back in service; Semi- Annual Hydrant Flushing started. Signed agreement sent to Scantron Robotics to schedule a reservoir clean out.
- 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. West clarifier out of service due to mechanical failure, awaiting parts to repair. Raw sewage pumps and return sewage pumps were plugged numerous times due to rags. The aeration motor was out of service for maintenance.
- 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)** Had to reschedule management meeting with Veolia and North Huron staff.

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: September 2021							
Wingham Water Quality report							
PTTW Limits (m3)		Well 3	Flows (m3)	Well 4	Flows (m3)		
	m3/day	Min	0	Min	235		
Well 3	6538	Max	1081	Max	855		
Well 4	5270	Average	697	Average	448		
Total	11808	Total	20899	Total	13435		
Wingham Distribution residuals							
Min	0.7						
Max	1.32						
Average	1.01						
Count	36						

Wingham Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Sept 7-21	Well 3	0	0	
	Well 4	0	0	
Sept 14-2	Well 3	0	0	
	Well 4	0	0	
Sept 21-2	Well 3	0	0	
	Well 4	0	0	
Sept 28-2	Well 3	0	0	
	Well 4	0	0	
	Min	0	0	
	Max	0	0	
	Average	0	0	
	Adverse	0	0	
	Count	8	8	
Treated Water				
Date	Location	TC	Ecoli	HPC
Sept 7-21	Well 3	0	0	<10
	Well 4	0	0	<10
Sept 14-2	Well 3	0	0	<10
	Well 4	0	0	<10
Sept 21-2	Well 3	0	0	<10
	Well 4	0	0	<10
Sept 28-2	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	8	8	8
Distribution samples				
Date	Location	TC	Ecoli	HPC
Sept 7-21	435 Minnie St	0	0	<10
	71 Bristol Terr	0	0	
	120 Josephine st	0	0	
Sept 14-2	435 Minnie st	0	0	<10
	Kerr Dr Horse barn	0	0	
	120 Josephine st	0	0	
Sept 21-2	435 Minnie st	0	0	<10
	71 Bristol Terr	0	0	
	120 Josephine st	0	0	
Sept 28-2	42 John st E.	0	0	<10
	344 Glen rd	0	0	<10
	120 Josephine st	0	0	
	Min	0	0	<10
	Max	0	0	10
	Average	0	0	<10
	Adverse	0	0	0
	Count	12	12	5

Month: September 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	75		Min	0		Min	2
Max	316		Max	246		Max	233
Average	153		Average	108		Average	162
Total	4575		Total	3240		Total	4855
Blyth Distribution Residuals							
Min	0.71						
Max	1.41						
Average	1.09						
Count	38						

Blyth Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Sept 7-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Sept 14-2	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Sept 21-2	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Sept 28-2	Well 1	0	0	
	Well 2	0	0	
	Well 5	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
Sept 7-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Sept 14-2	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Sept 21-2	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Sept 28-2	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	0
	Count	8	8	8
Distribution samples				
DAt	Location	TC	Ecoli	HPC
Sept 7-21	289 Hamilton st	0	0	
	182 Thuell st	0	0	<10
	685 Queen st	0	0	
Sept 14-2	Blyth Lion's park	0	0	
	182 Thuell st	0	0	<10
	685 Queen st	0	0	
Sept 21-2	Blyth Lion's park	0	0	
	182 Thuell st	0	0	<10
	685 Queen st	0	0	
Sept 28-2	Blyth Lion's park	0	0	
	182 Thuell st	0	0	40
	685 Queen st	0	0	
	Min	0	0	<10
	Max	0	0	40
	Average	0	0	<10
	Adverse	0	0	0
	Count	12	12	4

Month: August 2021							
Wingham Water Quality report							
PTTW Limits (m3)		Well 3	Flows (m3)	Well 4	Flows (m3)		
	m3/day	Min	435	Min	265		
Well 3	6538	Max	1022	Max	789		
Well 4	5270	Average	774	Average	491		
Total	11808	Total	23985	Total	15226		
Wingham Distribution residuals							
Min	0.65						
Max	1.22						
Average	0.94						
Count	41						

Wingham Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Aug 3-21	Well 3	0	0	
	Well 4	0	0	
Aug 10-21	Well 3	0	0	
	Well 4	0	0	
Aug 17-21	Well 3	0	0	
	Well 4	0	0	
Aug 24-21	Well 3	0	0	
	Well 4	0	0	
Aug 31-21	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
Aug 03-21	Well 3	0	0	<10
	Well 4	0	0	<10
Aug 10-21	Well 3	0	0	<10
	Well 4	0	0	<10
Aug 17-21	Well 3	0	0	<10
	Well 4	0	0	<10
Aug 24-21	Well 3	0	0	<10
	Well 4	0	0	<10
Aug 31-21	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
Aug 03-21	435 Minnie st	0	0	10
	Horse Barn	0	0	
	120 Josephine	0	0	
Aug 10-21	435 Minnie st	0	0	<10
	Horse Barn	0	0	
	120 Josephine st	0	0	
Aug 17-21	344 Glenn rd	0	0	<10
	42 John st	0	0	
	120 Josephine st	0	0	
Aug 24-21	435 Minnie st	0	0	<10
	Horse Barn	0	0	
	120 Josephine st	0	0	
Aug 31-21	435 Minnie st	0	0	10
	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	15	15	5

Month: August 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	77		Min	0		Min	20
Max	338		Max	276		Max	278
Average	159		Average	123		Average	161
Total	4932		Total	3801		Total	4984
Blyth Distribution Residuals							
Min	0.65						
Max	1.25						
Average	0.98						
Count	41						

Blyth Water samples				
Raw Water				
Date	Location	TC	Ecoli	
Aug 03-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Aug 10-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Aug 17-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Aug 24-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
Aug 31-21	Well 1	0	0	
	Well 2	0	0	
	Well 5	0	0	
	Min	0	0	
	Max	0	0	
	Average	0	0	
	Adverse	0	0	
	Count	15	15	
Treated Water				
Date	Location POE	TC	Ecoli	HPC
Aug 03-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Aug 10-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Aug 17-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Aug 24-21	Well 1 & 2	0	0	<10
	Well 5	0	0	<10
Aug 31-21	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	0
	Count	10	10	10
Distribution samples				
DAt e	Location	TC	Ecoli	HPC
Aug 03-21	Lions Park	0	0	
	182 Thuell	0	0	<10
	685 Queen st	0	0	
Aug 10-21	298 Hamilton st	0	0	
	182 Thuell st	0	0	<10
	Lions Park	0	0	
Aug 17-21	Lions Park	0	0	
	182 Thuell	0	0	<10
	Dinsley St. SS	0	0	
Aug 24-21	298 Hamilton st	0	0	
	182 Thuell	0	0	<10
	685 Queen st	0	0	
Aug 31-21	298 Hamilton st	0	0	
	182 Thuell	0	0	<10
	685 Queen st	0	0	
	Min	0	0	<10
	Max	0	0	<10
	Average	0	0	<10
	Adverse	0	0	0
	Count	15	15	5

October 3rd, 2021

An Open Letter to North Huron Council and All Staff,

I imagine many of you are likely reading this right now with a slight lump in the throat of “oh no not another letter from him!” But rest assured...this one is of a radically different nature.

This is just a note of deep, lasting, and unmitigated gratitude to all of you, to each and every one of you, for all that you have done in the last twelve months to help bring the Blyth Festival safely back to life at a time when so many institutions in our sector are still struggling to imagine their way out of this nightmare.

From the moment Blyth Festival brought our earliest ideas forward, through to the incredibly fast planning stages, to the ground-breaking itself, and now this moment, everyone at the township has been so nimble, generous with your attention and your time, and helped us get where we are today.

As I write this note, the Festival has just closed our final performance of the 2021 season, something that seemed inconceivable mere months ago. We staged five Canadian plays over eight weeks, to nearly five thousand people, all of whom expressed such gratitude to be back in front of live theatre again.

Many of you also joined us this summer in the audience, and I did try to acknowledge you in the house when I saw, and I am sorry to anyone I missed.

Both Rachael King and I have spoken again and again all summer with colleagues in communities across Canada, and one thing we heard over and over was their envy of our amazing relationship with the township of North Huron.

I recognize there are other issues on the floor right now, as all communities face and not all of us see eye to eye on each of those...but that's a separate matter for another time.

On behalf of all the artists, the patrons, the donors, the volunteers, the administrative staff, the technicians, and the Board of Directors, I want to say Thank You. This wouldn't have been possible without you. Together we have met the challenge of this impossible moment and created something that will be with us hopefully for generations. A lasting and bright piece of legacy in a dark time.

Blyth Festival is enormously grateful for your help in building this new engine of community.

Thank you all,

Gil Garratt, Artistic Director, Blyth Festival

September 21, 2021

Right Honourable Justin Trudeau
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa ON K1A 0A2
Via Email

Dear Prime Minister Trudeau,

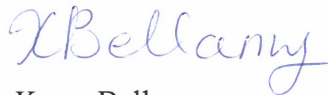
RE: Support Resolution – Support Affordable Internet

Please be advised that, at its meeting on September 14, 2021, the Council of the Municipality of Shuniah resolved as follows:

That Council hereby supports the resolution from the Municipality of Chatham-Kent regarding the motion to support affordable Internet, dated August 11, 2021.

A copy of the above noted resolution is enclosed for your reference and consideration. We kindly request your support and endorsement for the motion to support affordable Internet.

Yours truly,



Kerry Bellamy
Clerk
KB/as

Cc: Hon. Minister Steve Clark – Minister of Municipal Affairs
Hon. Minister Francois- Philippe Champagne – Minister of Innovation, Science, and Industry
Patty Hajdu (Thunder Bay- Superior North) MP
Marcus Powlowski (Thunder Bay-Rainy River) MP
Michael Gravelle (Thunder Bay- Superior North) MPP
Judith Monteith-Farrell (Thunder Bay-Atikokan) MPP
Federation of Canadian Municipalities (FCM)
Association of Municipalities of Ontario (AMO)
All Ontario Municipalities



COUNCIL RESOLUTION

Resolution No.: 298-21

Date: Sep 14, 2021

Moved By: *Patricia*

Seconded By: *Chert*

THAT Council hereby supports the attached resolution from the Municipality of Chatham-Kent regarding a motion to support affordable internet, dated August 11, 2021; and

BE IT RESOLVED that a copy of this resolution be forwarded to the Premier of Ontario Honourable Justin Trudeau, Minister of Innovation, Science and Industry Francois—Philippe Champagne, Ontario Minister of Municipal Affairs Steve Clark, local MP's and MPP's, the Federation of Canadian Municipalities, the Association of Municipalities Ontario, and all other Ontario municipalities.

☒ Carried

☐ Defeated

☐ Amended

☐ Deferred

Wendy Landry
Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8



WHEILDONMACKENZIE
OPTOMETRY

210 Elizabeth St. E.
Listowel, ON
N4W 2P4
Phone (519) 291-1511
Fax (519) 291-2101

October 4, 2021

Dear Reeve Bailey and the Council of the Township of North Huron

We would like to take this opportunity to thank you for taking the time to discuss at your September 13th regular meeting of council, the eye care crisis in Ontario.

We cannot thank you enough for your support in endorsing a resolution in support of the Save Eye Care campaign in Ontario by sending a letter of support to Premier Doug Ford, Health Minister Christine Elliott, Huron-Bruce MPP Lisa Thompson

We are humbled by the support of our local municipal governments and their acknowledgement that this issue is indeed a crisis for our citizens access to eye care, not just presently but also projecting into the future.

It is unfortunate, that as we are writing this letter to you, the Ontario government has still not committed to a legally binding negotiation process with the Ontario Association of Optometrists nor committed to covering the operating costs to perform an OHIP insured eye exam.

We will continue to fight for our patients' rights to access primary eye care services through an optometrist now and into the future.

We have our patients support and our communities support. Now all we need is the Ontario government to open their eyes to the crisis this is placing our patients and health care system in.

Thank you again for your time and support with this very important health issue.

Sincerely,

Drs. Krista Wheildon & Hyegee Youn

Ontario Police
Provincial provinciale
Police de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, avenue Memorial
Orillia ON L3V 7V3

Tel: 705 329-6140
Fax: 705 330-4191

Tél. : 705 329-6140
Télec.: 705 330-4191

File Reference:

612-10

September 30, 2021

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

Email- bbailey@northhuron.ca

Re: 2022 OPP Annual Billing Statement – Wingham Ward

Dear Reeve Bailey,

Please find attached the estimated 2022 OPP policing costs for the Wingham Ward of the Township.

The 2022 Annual Billing Statement package includes a statement for the 2020 reconciliation based on the cost of the contracted 7.16 uniform FTEs. The final cost reconciliation amount has been included as an adjustment to the amount being billed to the municipality during the 2022 calendar year.

The final reconciliation of the 2022 annual costs will be included in the 2024 Annual Billing Statement.

If you have questions about the Annual Billing Statement please email
OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

A handwritten signature in black ink, appearing to read "Phil Whitton", with a long horizontal line extending to the right.

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

c: Dwayne Evans, CAO devans@northhuron.ca
Donna White, Director of Finance dwhite@northhuron.ca
Detachment Commander Inspector Jason Younan Jason.Younan@opp.ca

OPP 2022 Annual Billing Statement

North Huron Tp - Wingham

Estimated cost for the period January 1 to December 31, 2022

Costs in accordance with the 2021 OPP Cost Schedule for Amalgamating Police Services

2021 Cost Recovery Formula

Salaries and Benefits

		Positions	\$/FTE	Total \$
Uniform Members	Note 1			
Inspector		0.08	165,275	13,222
Staff Sergeant		0.08	139,615	11,169
Sergeant		1.00	125,157	125,157
Constable.		6.00	106,938	641,626
Total Uniform Salaries		7.16		791,174
Overtime	Note 2			18,649
Statutory Holiday Payout			4,030	28,857
Shift Premiums	Note 3		1,076	7,532
Uniform Benefits - Inspector.			28.75%	3,801
Uniform Benefits - Full-Time Salaries.			31.51%	245,133
Total Uniform Salaries & Benefits				1,095,145

Detachment Civilian Members	Note 1			
Detachment Administrative Clerk	Full-time	1.00	66,976	66,976
Total Detachment Civilian Salaries		1.00		66,976
Civilian Benefits - Full-Time Salaries			32.17%	21,546
Total Detachment Civilian Salaries & Benefits				88,522

Support Costs - Salaries and Benefits				
Communication Operators			6,832	48,917
Prisoner Guards			2,016	14,435
Operational Support			5,154	36,903
RHQ Municipal Support			2,720	19,475
Telephone Support			119	852
Office Automation Support			673	4,819
Mobile and Portable Radio Support			312	2,234
Total Support Staff Salaries and Benefits Costs				127,634

Total Salaries & Benefits **1,311,302**

Other Direct Operating Expenses

Communication Centre	178	1,274
Operational Support	802	5,742
RHQ Municipal Support	118	845
Telephone	1,615	11,563
Mobile Radio Equipment Repairs & Maintenance	39	279
Office Automation - Uniform	2,545	18,222
Office Automation - Civilian	1,778	1,778
Vehicle Usage	6,163	44,129
Detachment Supplies & Equipment	456	3,265
Uniform & Equipment	2,178	15,594
Accommodation & Cleaning Contract	1,257	9,000

Total Other Direct Operating Expenses **111,693**

Total 2022 Estimated Policing Cost **\$ 1,422,995**

2020 Year-End Reconciliation Amount See Summary (235,870)

GRAND TOTAL BILLING **\$ 1,187,125**

2022 Monthly Billing Amount **\$ 98,927**

OPP 2022 Annual Billing Statement
North Huron Tp - Wingham
Estimated cost for the period January 1 to December 31, 2022

Notes:

- 1) Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2022 salaries incorporate the 2022 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.85%, civilian staff - 1.0%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2021-22). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Overtime estimated based on 2019 and 2020 requirements. Cost includes a 2% benefit factor.
- 3) Shift Premium is calculated at \$1,076 per Sergeant/Constable and reconciled to actuals.



September 30, 2021

Dear Mayor/Reeve/CAO/Treasurer,

Please find attached the OPP municipal policing 2022 Annual Billing Statement package.

This year's billing package includes a statement for the 2020 year-end reconciliation. The final cost adjustment calculated as a result of the 2020 annual reconciliation has been included as an adjustment to the amount being billed to the municipality during the 2022 calendar year.

Please note the COVID pandemic restrictions significantly reduced the requirements for court security and prisoner transportation (CSPT) during 2020. The majority of OPP-policed municipalities have 2020 reconciled CSPT costs which are less than the Ministry of the Solicitor General's 2020 CSPT grant program allocation. The OPP will be advising each municipality of the credit to be issued for the remainder of the 2021 CSPT grant, (net of any 2020 grant over-allocation), in a separate email to be sent by October 1, 2021. The Ministry of Solicitor General has not provided the OPP with information regarding the 2022 CSPT grant program to date. When this information becomes available we will advise municipalities via email.

The final reconciliation of the 2022 annual costs will be included in the 2024 Annual Billing Statement.

For more detailed information on the 2022 Annual Billing Statement package please refer to the resource material available on opp.ca/billingmodel. Further, the Municipal Policing Bureau will be hosting a webinar information session in November. An email invitation will be forwarded to the municipality advising of the session date.

If you have questions about the Annual Billing Statement please email OPP.MPB.Financial.Services.Unit@OPP.ca.

Yours truly,

Phil Whitton
Superintendent
Commander, Municipal Policing Bureau

OPP 2020 Reconciled Cost Summary

North Huron Tp - Wingham

Reconciled cost for the period January 1 to December 31, 2020

2019 Cost Recovery Formula

Salaries and Benefits

		Positions	\$/FTE	\$ Total
Uniform Members	Note 1			
Inspector		0.08	161,356	12,908
Staff Sergeant		0.08	135,199	10,816
Sergeant		1.00	121,017	121,017
Constable.		6.00	103,094	618,564
Total Uniform Salaries		7.16		763,306
Overtime	Note 2			15,017
Statutory Holiday Payout			3,880	27,782
Shift Premiums			1,076	7,532
Uniform Benefits - Inspector.			25.86%	3,338
Uniform Benefits - Full-Time Salaries.			30.37%	227,896
Total Uniform Salaries & Benefits				1,044,870
Detachment Civilian Members	Note 1			
Detachment Administrative Clerk	Full-time	1.00	65,281	65,281
Total Detachment Civilian Salaries		1.00		65,281
Civilian Benefits - Full-Time Salaries			29.53%	19,278
Total Detachment Civilian Salaries & Benefits				84,559
Support Costs - Salaries and Benefits				
Communication Operators			6,635	47,507
Prisoner Guards			1,764	12,630
Operational Support			5,037	36,065
RHQ Municipal Support			2,488	17,814
Telephone Support			120	859
Office Automation Support			644	4,611
Mobile and Portable Radio Support			200	1,432
Total Support Staff Salaries and Benefits Costs				120,918
Total Salaries & Benefits				1,250,347
Other Direct Operating Expenses				
Communication Centre			167	1,196
Operational Support			830	5,943
RHQ Municipal Support			249	1,783
Telephone			1,462	10,468
Mobile Radio Equipment Repairs & Maintenance			102	730
Office Automation - Uniform			2,390	17,112
Office Automation - Civilian			1,812	1,812
Vehicle Usage			5,751	41,177
Detachment Supplies & Equipment			534	3,823
Uniform & Equipment	Note 3		1,974	12,106
Accommodation & Cleaning Contract			1,220	8,735
Total Other Direct Operating Expenses				104,886
Sub-Total Reconciled 2020 Cost				1,355,233
Contractual Hours Reduction, If Applicable	Note 4			(219,347)
Final 2020 Reconciled Costs				1,135,886
Less: Total Amount Billed				(1,371,756)
Final 2020 Year-End Reconciliation Amount				\$ (235,870)

OPP 2020 Reconciled Cost Summary

North Huron Tp - Wingham

Reconciled cost for the period January 1 to December 31, 2020

Notes:

- 1) Salary rates are based on weighted average rates for municipal detachment staffing by rank, level and classification. The 2020 salaries incorporate the January 1, 2020 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (2.15% for uniform staff and 1.25% for civilian staff). The benefit rates are based on the rates set by the Treasury Board Secretariat, (2020-21). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.
- 2) Overtime includes the 2% benefit rate for overtime payments.
- 3) Uniform and Equipment cost are calculated for the prorated Inspector and Staff Sergeant FTEs only. There is no charge for one full year for new officers.

Start dates	# of days applied	Uniform FTEs	Proration for Uniform & Equipment**
Non-amalgamating	366	0.16	0.16
February 21, 2019	315	6.00	5.16
March 11, 2019	296	1.00	0.81
Totals		7.16	6.13

** FTEs displayed to two decimal places.

4) Contractual Hours Calculation

Billable Uniform Contract Enhancement Hours Worked			8,380
Minimum Hours Required in Contract	7.16	FTEs x 1417	10,146
Total Hours Below Minimum Hours Required			(1,766)
Total Percentage Reduction (1,766 / 8,380)			17.41%
X (Uniform Salaries + Uniform related ODOE)		X	1,260,127
Reduction Applied:			\$ (219,347)

OPP 2022 Annual Billing Statement

North Huron Tp

Estimated costs for the period January 1 to December 31, 2022

Please refer to www.opp.ca for 2022 Municipal Policing Billing General Information summary for further details.

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	870		
	Commercial and Industrial	81		
	Total Properties	951	172.07	163,640
Calls for Service	(see summaries)			
	Total all municipalities	176,906,037		
	Municipal portion	0.0727%	135.25	128,619
Overtime	(see notes)		12.02	11,429
Prisoner Transportation	(per property cost)		1.71	1,626
Accommodation/Cleaning Services	(per property cost)		4.83	4,593
Total 2022 Estimated Cost			325.88	309,907
2020 Year-End Adjustment	(see summary)			(369)
Grand Total Billing for 2022				309,538
2022 Monthly Billing Amount				25,795

OPP 2022 Annual Billing Statement

North Huron Tp

Estimated costs for the period January 1 to December 31, 2022

Notes to Annual Billing Statement

- 1) Municipal Base Services and Calls for Service Costs - The costs allocated to municipalities are determined based on the costs assigned to detachment staff performing municipal policing activities across the province. A statistical analysis of activity in detachments is used to determine the municipal policing workload allocation of all detachment-based staff as well as the allocation of the municipal workload between base services and calls for service activity. For 2022 billing purposes the allocation of the municipal workload in detachments has been calculated to be 51.3 % Base Services and 48.7 % Calls for Service. The total 2022 Base Services and Calls for Service cost calculation is detailed on the Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 2) Base Services - The cost to each municipality is determined by the number of properties in the municipality and the standard province-wide average cost per property of \$172.07 estimated for 2022. The number of municipal properties is determined based on MPAC data. The calculation of the standard province-wide base cost per property is detailed on Base Services and Calls for Service Cost Summary included in the municipal billing package.
- 3) Calls for Service - The municipality's Calls for Service cost is a proportionate share of the total cost of municipal calls for service costs calculated for the province. A municipality's proportionate share of the costs is based on weighted time standards applied to the historical calls for service. The municipality's total weighted time is calculated as a percentage of the total of all municipalities.
- 4) Overtime - Municipalities are billed for overtime resulting from occurrences in their geographic area and a portion of overtime that is not linked specifically to a municipality, such as training. Municipalities are not charged for overtime identified as a provincial responsibility. The overtime activity for the calendar years 2017, 2018, 2019 and 2020 has been analyzed and averaged to estimate the 2022 costs. The costs incorporate the 2022 salary rates and a discount to reflect overtime paid as time in lieu. The overtime costs incurred in servicing detachments for shift shortages have been allocated on a per property basis based on straight time. Please be advised that these costs will be reconciled to actual 2022 hours and salary rates and included in the 2024 Annual Billing Statement.
- 5) Court Security and Prisoner Transportation (CSPT) - Municipalities with court security responsibilities in local courthouses are billed court security costs based on the cost of the staff required to provide designated court security activities. Prisoner transportation costs are charged to all municipalities based on the standard province-wide per property cost. The 2022 costs have been estimated based on the average of 2019 and 2020 activity levels. These costs will be reconciled to the actual cost of service required in 2022.

There was no information available about the status of 2022 Court Security Prisoner Transportation Grant Program at the time of the Annual Billing Statement preparation.
- 6) Year-end Adjustment - The 2020 adjustment accounts for the difference between the amount billed based on the estimated cost in the Annual Billing Statement and the reconciled cost in the Year-end Summary. The most significant year-end adjustments are resulting from the cost of actual versus estimated municipal requirements for overtime, contract enhancements and court security.

OPP 2022 Estimated Base Services and Calls for Service Cost Summary
Estimated Costs for the period January 1, 2022 to December 31, 2022

Salaries and Benefits	Positions	Base	Total Base Services and Calls for Service		Base Services	Calls for Service
	FTE	%	\$/FTE	\$	\$	\$
Uniform Members	Note 1					
Inspector	25.67	100.0	165,275	4,242,606	4,242,606	-
Staff Sergeant-Detachment Commander	10.22	100.0	149,786	1,530,809	1,530,809	-
Staff Sergeant	34.26	100.0	139,615	4,783,200	4,783,200	-
Sergeant	219.83	51.3	125,157	27,513,174	14,125,173	13,388,001
Constable	1,662.49	51.3	106,938	177,782,764	91,275,557	86,507,207
Part-Time Constable	9.01	51.3	85,283	768,400	394,860	373,540
Total Uniform Salaries	1,961.48			216,620,953	116,352,206	100,268,748
Statutory Holiday Payout			4,030	7,868,939	4,177,554	3,691,385
Shift Premiums			1,076	2,034,976	1,044,780	990,197
Uniform Benefits - Inspector			28.75%	1,219,749	1,219,749	-
Uniform Benefits - Full-Time Salaries			31.51%	66,678,295	35,201,315	31,476,980
Uniform Benefits - Part-Time Salaries			15.15%	116,413	59,821	56,591
Total Uniform Salaries & Benefits				294,539,325	158,055,424	136,483,901
Detachment Civilian Members	Note 1					
Detachment Administrative Clerk	173.94	51.3	66,976	11,649,837	5,980,973.12	5,668,864
Detachment Operations Clerk	1.81	51.3	63,711	115,316	59,251	56,065
Detachment Clerk - Typist	0.32	51.3	57,766	18,485	9,243	9,243
Court Officer - Administration	19.81	51.3	67,788	1,342,878	689,403	653,475
Crimestoppers Co-ordinator	0.80	51.3	63,385	50,708	25,988	24,720
Total Detachment Civilian Salaries	196.68			13,177,224	6,764,857	6,412,367
Civilian Benefits - Full-Time Salaries			32.17%	4,239,113	2,176,254	2,062,859
Total Detachment Civilian Salaries & Benefits				17,416,337	8,941,111	8,475,226
Support Costs - Salaries and Benefits	Note 2					
Communication Operators			6,832	13,400,831	7,113,342	6,287,490
Prisoner Guards			2,016	3,954,344	2,099,019	1,855,325
Operational Support			5,154	10,109,468	5,366,242	4,743,226
RHQ Municipal Support			2,720	5,335,226	2,832,010	2,503,216
Telephone Support			119	233,416	123,900	109,516
Office Automation Support			673	1,320,076	700,714	619,362
Mobile and Portable Radio Support			312	614,793	326,293	288,500
Total Support Staff Salaries and Benefits Costs				34,968,154	18,561,519	16,406,634
Total Salaries & Benefits				346,923,815	185,558,055	161,365,761
Other Direct Operating Expenses	Note 2					
Communication Centre			178	349,143	185,330	163,813
Operational Support			802	1,573,107	835,026	738,081
RHQ Municipal Support			118	231,455	122,859	108,595
Telephone			1,615	3,167,790	1,681,506	1,486,285
Mobile Radio Equipment Repairs & Maintenance			39	76,849	40,787	36,063
Office Automation - Uniform			2,545	4,991,967	2,649,803	2,342,164
Office Automation - Civilian			1,778	349,697	179,525	170,172
Vehicle Usage			8,750	17,162,950	9,110,325	8,052,625
Detachment Supplies & Equipment			456	894,435	474,778	419,657
Uniform & Equipment			2,178	4,291,727	2,277,774	2,013,953
Uniform & Equipment - Court Officer			920	18,225	9,356	8,869
Total Other Direct Operating Expenses				33,107,345	17,567,069	15,540,276
Total 2022 Municipal Base Services and Calls for Service Cost				\$ 380,031,161	\$ 203,125,124	\$ 176,906,037
Total OPP-Policed Municipal Properties					1,180,469	
Base Services Cost per Property					\$ 172.07	

OPP 2022 Estimated Base Services and Calls for Service Cost Summary

Estimated Costs for the period January 1, 2022 to December 31, 2022

Notes:

Total Base Services and Calls for Service Costs are based on the cost of salary, benefit, support and other direct operating expenses for staff providing policing services to municipalities. Staff is measured in full-time equivalent (FTE) units and the costs per FTE are described in the notes below.

- 1) Full-time equivalents (FTEs) are based on average municipal detachment staffing levels for the years 2017 through 2020. Contract enhancements, court security, prisoner transportation and cleaning staff are excluded.

The equivalent of 91.56 FTEs with a cost of \$16,000,469 has been excluded from municipal costs to reflect the average municipal detachment FTEs required for provincially-mandated responsibilities eligible for Provincial Service Usage credit.

Salary rates are based on weighted average rates for municipal detachment staff by rank, level and classification. The 2022 salaries incorporate the 2022 general salary rate increases set in the 2019 to 2022 OPPA Uniform and Civilian Collective Agreements, (uniform staff - 1.85%, civilian staff - 1.0%). The benefit rates are based on the most recent rates set by the Treasury Board Secretariat, (2021-22). Statutory Holiday Payouts, Shift Premiums, and Benefit costs are subject to reconciliation.

FTEs have been apportioned between Base Services and Calls for Service costs based on the current ratio, 51.3% Base Services : 48.7% Calls for Service.

- 2) Support Staff Costs and Other Direct Operating Expenses for uniform FTEs are calculated on a per FTE basis as per rates set in the 2021 Municipal Policing Cost-Recovery Formula.

OPP 2022 Calls for Service Billing Summary

North Huron Tp

Estimated costs for the period January 1 to December 31, 2022

Calls for Service Billing Workgroups	Calls for Service Count					2022 Average Time Standard	Total Weighted Time	% of Total Provincial Weighted Time	2022 Estimated Calls for Service Cost
	2017	2018	2019	2020	Four Year Average				
					A	B	C = A * B		
					Note 1			Note 2	Note 3
Drug Possession	4	2	1	2	2	7.0	16	0.0009%	1,601
Drugs	-	-	-	-	-	55.1	-	0.0000%	-
Operational	111	144	129	98	121	3.7	446	0.0256%	45,328
Operational 2	67	74	70	32	61	1.3	79	0.0045%	8,029
Other Criminal Code Violation	2	11	6	8	7	7.7	52	0.0030%	5,284
Property Crime Violations	55	47	30	25	39	6.5	255	0.0147%	25,938
Statutes & Acts	5	13	11	11	10	3.4	34	0.0020%	3,457
Traffic	53	52	52	42	50	3.5	174	0.0100%	17,703
Violent Criminal Code	13	17	12	10	13	16.1	209	0.0120%	21,279
Total	310	360	311	228	302		1,265	0.0727%	\$128,619
Provincial Totals	Note 4	377,853	398,860	439,328	360,967	394,252	1,740,049	100.0%	\$176,906,037

Notes to Calls for Service Billing Summary

- 1) Displayed without decimal places, exact numbers used in calculations
- 2) Displayed to four decimal places, nine decimal places used in calculations
- 3) Total costs rounded to zero decimals
- 4) Provincial Totals exclude data for both amalgamations (post 2018) and dissolutions

This page intentionally left blank

OPP 2022 Calls for Service Details
North Huron Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Grand Total	310	360	311	228	302.25
Drug Possession	4	2	1	2	2.25
Drug Related Occurrence	2	2	1	0	1.25
Possession - Cannabis	2	0	0	0	0.50
Possession - Cocaine	0	0	0	1	0.25
Possession – Opioid (other than heroin)	0	0	0	1	0.25
Operational	111	144	129	98	120.50
Accident - Non-MVC - Others	1	0	0	0	0.25
Alarm - Master Code	0	2	0	0	0.50
Alarm - Others	1	4	1	0	1.50
Animal - Bear Complaint	0	1	0	0	0.25
Animal - Dog Owners Liability Act	0	0	0	2	0.50
Animal - Injured	1	1	0	1	0.75
Animal - Master Code	0	1	1	0	0.50
Animal - Other	2	4	1	1	2.00
Animal - Rabid	2	1	2	0	1.25
Animal - Stray	2	0	2	1	1.25
Assist Fire Department	4	3	3	2	3.00
Assist Public	17	25	13	20	18.75
By-Law - Master Code	0	0	0	1	0.25
Compassionate Message	1	0	0	0	0.25
Domestic Disturbance	5	20	11	10	11.50
False Fire Alarm - Building	0	1	0	0	0.25
Family Dispute	6	8	9	3	6.50
Fire - Building	1	3	2	3	2.25
Fire - Other	0	0	1	5	1.50
Fire - Vehicle	0	0	1	0	0.25
Found - Bicycles	1	2	1	0	1.00
Found - License Plate	0	0	0	1	0.25
Found - Personal Accessories	2	2	1	0	1.25
Found Property - Master Code	1	1	2	1	1.25
Insecure Condition - Building	1	0	2	0	0.75
Insecure Condition - Master Code	0	0	0	2	0.50
Lost - License Plate	1	0	0	0	0.25
Lost - Others	1	0	0	0	0.25
Lost - Personal Accessories	0	1	0	0	0.25
Lost - Radio, TV, Sound-Reprod. Equip.	0	0	1	0	0.25
Lost Property - Master Code	0	0	1	0	0.25
Medical Assistance - Other	0	0	0	1	0.25
Missing Person 12 & older	2	1	2	3	2.00
Missing Person Located 12 & older	1	0	1	1	0.75
Missing Person Located Under 12	0	0	1	0	0.25
Neighbour Dispute	3	11	26	12	13.00
Noise By-Law	0	1	0	0	0.25
Noise Complaint - Animal	0	0	0	2	0.50

OPP 2022 Calls for Service Details
North Huron Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Noise Complaint - Master Code	0	0	3	0	0.75
Noise Complaint - Others	1	0	0	0	0.25
Noise Complaint - Residence	1	7	1	0	2.25
Other Municipal By-Laws	2	1	1	1	1.25
Phone - Nuisance - No Charges Laid	5	1	0	0	1.50
Phone - Other - No Charges Laid	0	2	2	0	1.00
Phone - Text-related incident	0	0	1	1	0.50
Protest - Demonstration	0	0	6	1	1.75
Sudden Death - Accidental	0	1	0	0	0.25
Sudden Death - Natural Causes	4	0	0	2	1.50
Sudden Death - Suicide	0	0	0	1	0.25
Suspicious Person	12	14	10	7	10.75
Suspicious vehicle	23	24	12	8	16.75
Trouble with Youth	1	0	2	4	1.75
Unwanted Persons	1	0	1	0	0.50
Vehicle Recovered - All Terrain Vehicles	0	0	1	0	0.25
Vehicle Recovered - Automobile	2	0	1	1	1.00
Vehicle Recovered - Other	1	0	0	0	0.25
Vehicle Recovered - Trucks	2	1	3	0	1.50
Operational 2	67	74	70	32	60.75
911 call - Dropped Cell	1	1	18	2	5.50
911 call / 911 hang up	22	28	16	3	17.25
911 hang up - Pocket Dial	5	3	8	0	4.00
False Alarm - Accidental Trip	7	11	2	0	5.00
False Alarm - Cancelled	8	11	2	0	5.25
False Alarm - Malfunction	13	2	2	0	4.25
False Alarm - Others	4	10	8	21	10.75
False Holdup Alarm - Accidental Trip	1	0	0	0	0.25
False Holdup Alarm - Malfunction	0	0	1	0	0.25
Keep the Peace	6	8	13	6	8.25
Other Criminal Code Violations	2	11	6	8	6.75
Animals - Cruelty	0	0	1	0	0.25
Bail Violations - Fail To Comply	0	3	1	3	1.75
Bail Violations - Master Code	0	1	0	0	0.25
Bail Violations - Others	0	1	0	0	0.25
Breach of Probation	1	4	2	3	2.50
Child Pornography - Making or distributing	0	0	1	0	0.25
Disturb the Peace	1	0	0	0	0.25
Indecent acts - Other	0	1	0	0	0.25
Offensive Weapons - Careless use of firearms	0	0	0	1	0.25
Offensive Weapons - Other Weapons Offences	0	0	1	0	0.25
Offensive Weapons - Possession of Weapons	0	1	0	0	0.25
Public Mischief - mislead peace officer	0	0	0	1	0.25
Property Crime Violations	55	47	30	25	39.25
Arson - Others	0	0	0	1	0.25

OPP 2022 Calls for Service Details
North Huron Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
Break & Enter	15	7	5	8	8.75
Break & Enter - Firearms	0	0	1	0	0.25
Fraud - Master Code	0	0	0	2	0.50
Fraud - Money/property/security Over \$5,000	0	1	2	1	1.00
Fraud - Money/property/security Under \$5,000	4	2	2	0	2.00
Fraud - Other	1	3	3	0	1.75
Identity Fraud	0	1	0	0	0.25
Interfere with lawful use, enjoyment of property	0	0	0	1	0.25
Mischief - Master Code	7	9	6	5	6.75
Mischief with Data	0	0	1	0	0.25
Possession of Stolen Goods over \$5,000	0	1	0	0	0.25
Possession of Stolen Goods under \$5,000	0	0	0	1	0.25
Property Damage	0	0	3	0	0.75
Theft from Motor Vehicles Under \$5,000	3	4	2	2	2.75
Theft of - All Terrain Vehicles	2	1	0	0	0.75
Theft of - Automobile	3	1	0	0	1.00
Theft of - Farm Vehicles	1	1	0	0	0.50
Theft of - Motorcycles	1	2	0	0	0.75
Theft of - Other Motor Vehicles	0	1	0	0	0.25
Theft of - Snow Vehicles	1	0	0	0	0.25
Theft of - Trucks	5	1	1	0	1.75
Theft of Motor Vehicle	2	1	1	0	1.00
Theft Over \$5,000 - Other Theft	0	1	0	1	0.50
Theft Under \$5,000 - Bicycles	0	1	0	0	0.25
Theft Under \$5,000 - Building	1	0	0	0	0.25
Theft Under \$5,000 - Construction Site	0	0	2	0	0.50
Theft Under \$5,000 - Farm Equipment	1	0	0	0	0.25
Theft Under \$5,000 - Gasoline Drive-off	0	1	0	0	0.25
Theft Under \$5,000 - Master Code	1	1	0	1	0.75
Theft Under \$5,000 - Other Theft	5	5	0	1	2.75
Theft Under \$5,000 - Trailers	1	2	1	1	1.25
Willful act / Omission likely to cause mischief	1	0	0	0	0.25
Statutes & Acts	5	13	11	11	10.00
Landlord / Tenant	1	3	1	2	1.75
Mental Health Act	1	4	3	1	2.25
Mental Health Act - Attempt Suicide	0	1	1	1	0.75
Mental Health Act - No contact with Police	0	0	1	2	0.75
Mental Health Act - Placed on Form	0	1	2	2	1.25
Mental Health Act - Threat of Suicide	0	4	0	0	1.00
Mental Health Act - Voluntary Transport	2	0	3	2	1.75
Trespass To Property Act	1	0	0	1	0.50
Traffic	53	52	52	42	49.75
MVC - Others (Motor Vehicle Collision)	1	0	0	0	0.25
MVC - Personal Injury (Motor Vehicle Collision)	2	1	5	3	2.75
MVC - Prop. Dam. Failed to Remain (Motor Vehicle Collision)	6	0	0	1	1.75

OPP 2022 Calls for Service Details
North Huron Tp
For the calendar years 2017 to 2020

Calls for Service Billing Workgroups	Calls for Service Count				Four Year Average
	2017	2018	2019	2020	
MVC - Prop. Dam. Non Reportable (Motor Vehicle Collision)	19	18	18	10	16.25
MVC - Prop. Dam. Reportable (Motor Vehicle Collision)	25	32	29	28	28.50
MVC (Motor Vehicle Collision) - Master Code	0	1	0	0	0.25
Violent Criminal Code	13	17	12	10	13.00
Assault - Level 1	5	5	6	2	4.50
Assault With Weapon or Causing Bodily Harm - Level 2	2	1	0	0	0.75
Criminal Harassment	1	0	1	1	0.75
Extortion	0	0	0	1	0.25
Forcible confinement	0	0	0	1	0.25
Invitation to Sexual Touching	0	0	1	0	0.25
Non-Consensual Distribution of Intimate Images	0	1	0	0	0.25
Sexual Assault	3	3	1	1	2.00
Sexual Interference	0	2	0	1	0.75
Utter Threats to Person	2	5	3	2	3.00
Utter Threats to Person - Government Employee	0	0	0	1	0.25

OPP 2020 Reconciled Year-End Summary**North Huron Tp**

Reconciled cost for the period January 1 to December 31, 2020

			Cost per Property \$	Total Cost \$
Base Service	Property Counts			
	Household	862		
	Commercial and Industrial	80		
	Total Properties	<u>942</u>	184.61	173,903
Calls for Service				
	Total all municipalities	164,063,561		
	Municipal portion	0.0866%	150.79	142,045
Overtime			12.10	11,397
Prisoner Transportation	(per property cost)		1.26	1,187
Accommodation/Cleaning Services	(per property cost)		<u>4.84</u>	<u>4,559</u>
Total 2020 Reconciled Costs			<u>353.60</u>	333,091
2020 Billed Amount				<u>333,460</u>
2020 Year-End-Adjustment				<u>(369)</u>

Note

The Year-End Adjustment above is included as an adjustment on the 2022 Billing Statement.
This amount is incorporated into the monthly invoice amount for 2022.

This page intentionally left blank

October 8, 2021

To Whom it May Concern:

Please be advised that the Council of The Corporation of the Municipality of Leamington, at its meeting held Tuesday, September 14, 2021 enacted the following resolution:

No. C-279-21

WHEREAS residents and staff at long-term care (LTC) homes have been disproportionately affected by COVID-19; and

WHEREAS in the first wave of the pandemic (March - July 2020) there were approximately 5,488 resident cases and 2,290 staff cases in Ontario and tragically 1,817 residents and seven staff lost their lives to this disease; and

WHEREAS on 15 April 2020, Premier Ford stated, “we will stop at nothing to protect those who cannot protect themselves. Today we are launching an all-out plan to fight COVID-19 in our long-term care homes. We will fortify the iron ring of protection around our long-term care residents and those who care for them. We’ll go further in our testing, screening, surveillance, targeting the homes facing outbreaks”; and

WHEREAS there have been approximately 9,417 resident cases and 4,217 staff cases in Ontario in the second wave (2 September 2020-16 February 2021) and 1,869 residents and three staff lost their lives, representing an increase of resident deaths from the first to second wave; and

WHEREAS for-profit LTC homes have seen a disproportionate incidence of care failing to meet the standard of the Long-Term Care Act, which states that “...a long-term care home is primarily the home of its residents and is to be operated so that it is a place where they may live with dignity and in security, safety and comfort and have their physical, psychological, social, spiritual and cultural needs adequately met”; and

WHEREAS the Canadian Armed Forces (CAF) report dated 20 May 2020 revealed conditions including inadequate staffing levels and training, limited medical supplies, unsafe medication administration, insufficient procedures to reduce the spread of

COVID-19, poor infection prevention and control standards of practice, deficiencies in infrastructure and significant concerns about standards of care including seniors calling out for help, rotting food, missed meals, seniors left in soiled diapers and linens and cockroach and bug infestations; and

WHEREAS similar conditions were found in the second wave, including ongoing shortages of qualified, trained staff, ineffective use of PPE to prevent COVID-19 transmission, violation of protocols and practices including one instance in which residents who had tested positive for COVID-19 had their door handles removed, physical distancing and isolation challenges from continuing to house several residents in ward rooms with a shared bathroom and ongoing infection prevention and control standard concerns, all problems that were not fixed after the recommendations of the CAF;

WHEREAS the Provincial Government has launched an independent commission to investigate COVID-19 spread within LTC homes, how residents, staff and families were impacted and the adequacy of measures taken by the province and other parties to prevent, isolate and contain the spread; and

WHEREAS the Association of Municipalities of Ontario (AMO) has provided a Board-approved submission, Improving the Long-Term Care Outbreak Response in Ontario: Submission to the Long-Term Care COVID-19 Commission, on 29 January 2021, outlining recommendations to the Commission on behalf of the municipal governments that operate 100 of the 626 long-term care homes in Ontario; and

WHEREAS AMO's submission puts forward 48 recommendations for action in both public and private long-term care homes across nine themes: Vision for Long-Term Care and Leadership Culture, Public Health and Safety, Planning and Communications, Staffing Measures, Care for Residents, Funding, Inspections - Enforcement and Compliance, and Mental Health and Well-Being; and

WHEREAS one of the key recommendations of the AMO submission is that the Ministry of Long-Term Care and Ministry of Health review the adequacy of infection prevention and control programs under the Long-Term Care Homes Act, 2007 in preventing and managing COVID-19 outbreaks, and to institute higher standards with increased funding to homes to implement these standards; and

WHEREAS the Canada Health Act's aim is to protect, promote and restore the physical and mental well-being of residents of Canada, and that the Federal Government provides health care funding to Provinces and Territories through the Canada Health Transfer; and

WHEREAS the Federal Government does not currently provide funding earmarked to support the LTC home sector, and;

WHEREAS the Federation of Canadian Municipalities (FCM) works with and advocates to the Federal Government to secure new tools and empower municipalities to build stronger communities; and

WHEREAS the operation of LTC homes is a municipal responsibility in Ontario but is of significance to the federal-municipal relationship.

NOW THEREFORE BE IT RESOLVED:

THAT Leamington Municipal Council endorses AMO's recommendations contained in its submission to the Long-Term Care COVID-19 Commission;

THAT Leamington Municipal Council strongly urges the Provincial Government to move forward with implementation of these recommendations, including instituting higher standards with increased funding to homes to implement those standards;

THAT Leamington Municipal Council advocate to the Federal Government to enhance federal health care funding to the Provinces and Territories, specifically dedicating funding to long- term care, and to undertake further efforts to protect, promote and restore the physical and mental well-being of long-term care residents in Canada;

THAT Leamington Municipal Council request the FCM to develop a policy and advocacy position on enhanced federal support for long-term care;

THAT this resolution be sent to the Prime Minister of Canada, the Premier of Ontario, the Federal and Provincial Ministers of Health, and FCM for their immediate action and that a copy be sent to AMO, and Windsor-Essex Members of Parliament and Provincial Parliament for their information;

AND that a copy of this resolution be sent to all Ontario upper-tier and single-tier municipalities for their endorsement.

Carried

Dated today, the 8th day of October, 2021.

Brenda Percy

Signed with ConsignO Cloud (2021/10/12)
Verify with verifio.com or Adobe Reader.



Brenda Percy, Clerk

The Corporation of the Municipality of Leamington



Calls For Service (CFS) Billing Summary Report

Twp of North Huron July to September - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	0		0.0	1	1	16.0	16.0
	Sexual Interference	0	0		0.0	1	1	16.0	16.0
	Assault-Level 1	0	6	16.0	96.0	1	2	16.0	32.0
	Forcible confinement	0	0		0.0	0	1	16.0	16.0
	Extortion	0	0		0.0	0	1	16.0	16.0
	Criminal Harassment	0	1	16.0	16.0	1	1	16.0	16.0
	Utter Threats to Person	1	2	16.0	32.0	2	2	16.0	32.0
	Utter Threats to Person -Government Employee (non-police)	0	0		0.0	1	1	16.0	16.0
	Total	1	9	16.0	144.0	7	10	16.0	160.0
Property Crime Violations	Arson - Others	0	0		0.0	0	1	6.5	6.5
	Break & Enter	4	13	6.5	84.5	2	4	6.5	26.0
	Theft Over - Farm Equipment	0	1	6.5	6.5	0	0		0.0
	Theft Over - Trailers	1	1	6.5	6.5	0	0		0.0
	Theft Over - Other Theft	0	0		0.0	0	1	6.5	6.5
	Theft FROM Motor Vehicle Over \$5,000	1	1	6.5	6.5	0	0		0.0
	Theft of Motor Vehicle	2	2	6.5	13.0	0	0		0.0
	Theft of - Automobile	0	1	6.5	6.5	0	0		0.0
	Theft of - Trucks	1	2	6.5	13.0	0	0		0.0
	Theft of - All Terrain Vehicles	1	2	6.5	13.0	0	0		0.0
	Theft Under -master code	1	1	6.5	6.5	0	0		0.0
	Theft Under - Construction Site	0	1	6.5	6.5	0	0		0.0
	Theft under - Bicycles	0	1	6.5	6.5	0	0		0.0
	Theft under - Other Theft	0	2	6.5	13.0	1	1	6.5	6.5
	Theft FROM Motor Vehicle Under \$5,000	2	2	6.5	13.0	1	1	6.5	6.5
	Possession of Stolen Goods over \$5,000	1	1	6.5	6.5	0	0		0.0
	Possession of Stolen Goods under \$5,000	0	1	6.5	6.5	1	1	6.5	6.5
	Fraud -Master code	0	0		0.0	2	2	6.5	13.0
	Fraud - Account closed	0	0		0.0	0	1	6.5	6.5



Calls For Service (CFS) Billing Summary Report

Twps of North Huron July to September - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Fraud -Money/property/security > \$5,000	0	0		0.0	0	1	6.5	6.5
	Fraud -Money/property/security <= \$5,000	0	2	6.5	13.0	0	0		0.0
	Mischief - master code	3	7	6.5	45.5	1	4	6.5	26.0
	Interfere with lawful use, enjoyment of property	0	1	6.5	6.5	0	1	6.5	6.5
	Property Damage	1	1	6.5	6.5	0	0		0.0
	Total	18	43	6.5	279.5	8	18	6.5	117.0
Other Criminal Code Violations (Excluding traffic)	Bail Violations - Fail To Comply	0	1	7.8	7.8	1	2	7.8	15.6
	Disturb the Peace	0	2	7.8	15.6	0	0		0.0
	Breach of Probation	0	0		0.0	2	2	7.8	15.6
	Offensive Weapons-Careless use of firearms	0	0		0.0	0	1	7.8	7.8
	Public mischief - mislead peace officer	0	0		0.0	1	1	7.8	7.8
	Animals - Cruelty	1	1	7.8	7.8	0	0		0.0
	Total	1	4	7.8	31.2	4	6	7.8	46.8
Drug Possession	Possession Other Controlled Drugs and Substance Act	0	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
	Drug related occurrence	0	1	6.5	6.5	0	0		0.0
	Total	0	2	6.5	13.0	0	1	6.5	6.5
Drugs	Trafficking - Methamphetamine (Crystal Meth)	0	1	45.9	45.9	0	0		0.0
	DRUG Operation - Rural Grow	1	1	45.9	45.9	0	0		0.0
	Total	1	2	45.9	91.8	0	0		0.0
Statutes & Acts	Landlord/Tenant	0	2	3.4	6.8	0	2	3.4	6.8
	Mental Health Act	0	1	3.4	3.4	0	1	3.4	3.4
	Mental Health Act - No contact with Police	0	0		0.0	1	2	3.4	6.8
	Mental Health Act - Attempt Suicide	1	3	3.4	10.2	1	1	3.4	3.4
	Mental Health Act - Threat of Suicide	0	2	3.4	6.8	0	1	3.4	3.4



Calls For Service (CFS) Billing Summary Report

Twp of North Huron July to September - 2021

Billing Categories (Billing categories below do not match traditional crime groupings)		2021				2020			
		July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Voluntary Transport	0	0		0.0	0	1	3.4	3.4
	Mental Health Act - Placed on Form	0	0		0.0	1	2	3.4	6.8
	Mental Health Act - Apprehension	1	2	3.4	6.8	0	0		0.0
	Trespass To Property Act	3	3	3.4	10.2	1	1	3.4	3.4
	Total	5	13	3.4	44.2	4	11	3.4	37.4
Operational	Animal Bite	1	1	3.6	3.6	0	0		0.0
	Animal Stray	2	4	3.6	14.4	1	1	3.6	3.6
	Animal Injured	0	1	3.6	3.6	0	1	3.6	3.6
	Animal - Other	0	0		0.0	1	1	3.6	3.6
	Animal - Dog Owners Liability Act	0	0		0.0	1	1	3.6	3.6
	Domestic Disturbance	5	15	3.6	54.0	3	7	3.6	25.2
	Suspicious Person	7	12	3.6	43.2	2	6	3.6	21.6
	Phone -Nuisance - No Charges Laid	1	2	3.6	7.2	0	0		0.0
	Text- related Incident (Texting)	0	0		0.0	0	1	3.6	3.6
	Fire - Building	1	3	3.6	10.8	1	2	3.6	7.2
	Fire - Other	0	1	3.6	3.6	2	3	3.6	10.8
	Insecure Condition - Master code	2	2	3.6	7.2	1	2	3.6	7.2
	Missing Person 12 & older	0	1	3.6	3.6	0	2	3.6	7.2
	Missing Person Located 12 & older	0	0		0.0	0	1	3.6	3.6
	Noise Complaint - Animal	0	0		0.0	2	2	3.6	7.2
	Found Property - Master code	3	5	3.6	18.0	1	1	3.6	3.6
	Found - License Plate	0	0		0.0	0	1	3.6	3.6
	Found-Household Property	0	1	3.6	3.6	0	0		0.0
	Lost Property - Master code	2	2	3.6	7.2	0	0		0.0
	Sudden Death - Suicide	0	0		0.0	0	1	3.6	3.6
	Sudden Death - Natural Causes	2	4	3.6	14.4	1	1	3.6	3.6
	Suspicious Vehicle	5	7	3.6	25.2	1	8	3.6	28.8
	Trouble with Youth	1	1	3.6	3.6	2	3	3.6	10.8



Calls For Service (CFS) Billing Summary Report

Twp of North Huron July to September - 2021

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2021				2020			
		July to September	Year to Date	Time Standard	Year To Date Weighted Hours	July to September	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Medical Assistance - Other	0	0		0.0	0	1	3.6	3.6
	Vehicle Recovered - Automobile	0	0		0.0	1	1	3.6	3.6
	Vehicle Recovered - Trucks	0	2	3.6	7.2	0	0		0.0
	Vehicle Recovered - Other	1	1	3.6	3.6	0	0		0.0
	Unwanted Persons	1	3	3.6	10.8	0	0		0.0
	Neighbour Dispute	1	2	3.6	7.2	1	11	3.6	39.6
	By-Law -Master code	0	0		0.0	1	1	3.6	3.6
	Other Municipal By-Laws	0	0		0.0	1	1	3.6	3.6
	Traffic By-Law	1	1	3.6	3.6	0	0		0.0
	Assist Fire Department	1	2	3.6	7.2	2	2	3.6	7.2
	Assist Public	6	16	3.6	57.6	3	14	3.6	50.4
	Family Dispute	3	5	3.6	18.0	1	3	3.6	10.8
	Protest - Demonstration	0	3	3.6	10.8	0	1	3.6	3.6
	Total	46	97	3.6	349.2	29	80	3.6	288.0
Operational2	False Alarm -Others	5	9	1.3	11.7	7	16	1.3	20.8
	Keep the Peace	2	5	1.3	6.5	0	6	1.3	7.8
	911 call / 911 hang up	2	7	1.3	9.1	2	3	1.3	3.9
	911 call - Dropped Cell	1	2	1.3	2.6	0	1	1.3	1.3
	Total	10	23	1.3	29.9	9	26	1.3	33.8
Traffic	MVC (MOTOR VEHICLE COLLISION) -Master code	0	0		0.0	1	1	3.4	3.4
	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	2	2	3.4	6.8	1	3	3.4	10.2
	MVC - Prop. Dam. Non Reportable	1	3	3.4	10.2	2	5	3.4	17.0
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	7	18	3.4	61.2	6	21	3.4	71.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	1	2	3.4	6.8	0	1	3.4	3.4
	Total	11	25	3.4	85.0	10	31	3.4	105.4
Total		93	218		1,067.8	71	183		794.9



Calls For Service (CFS) Billing Summary Report

Twp of North Huron
July to September - 2021

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.

North Huron Museum Committee Report



*Proposal to relocate and reopen the North Museum
in the Historic CNR Train Station
with a Visitor Information Centre*



Table of Contents

<i>North Huron Museum Committee Members</i>	<i>4</i>
<i>History of the Museum</i>	<i>5</i>
North Huron Museum Establishment of Museum Board and Volunteers	5
<i>Why the Museum is Important</i>	<i>6</i>
Alice Munro	6
CKNX Radio & Television.....	6
Earl Heywood.....	6
George Agnew Reid	6
Harry Boyle	6
Josephine Street Businesses	7
Industrial History	7
<i>Economic Impact of Museums.....</i>	<i>8</i>
<i>North Huron Strategic Plan.....</i>	<i>8</i>
<i>A Great Opportunity</i>	<i>9</i>
<i>Advantages of Relocating North Huron Museum to Train Station</i>	<i>9</i>
<i>First Impressions Community Exchange</i>	<i>9</i>
<i>Can we fit the Artifacts in the Train Station?.....</i>	<i>10</i>
<i>Committee Background</i>	<i>11</i>
<i>Committee Mandate</i>	<i>11</i>
<i>Workplan</i>	<i>12</i>
Project Plan.....	12
<i>Museum Operation Plan</i>	<i>13</i>
Museum Governance	13
Staffing, Volunteers, & Hours	13
Operating Budget.....	13
Vision, Mission & Goals	14
Vision	14
Mission.....	14
Goals	14
<i>Promotional Activities</i>	<i>14</i>
North Huron Museum Mission Statement	14
North Huron Museum Promotional Activities.....	14
<i>Programming</i>	<i>15</i>

North Huron Museum Programming	15
Specific Programs Under Consideration.....	15
Possible Permanent Exhibits	16
Possible Temporary Exhibits.....	16
<i>Fundraising Plan</i>	17
<i>Appendix 1 - Economic Impact of Museums</i>	18
<i>Appendix 2 - Operating Budget</i>	19
<i>Appendix 3 - Strathroy Caradoc Museum Budget</i>	20
<i>Appendix 4 - Deaccessioning Artifacts Estimate</i>	21
<i>Appendix 5 - Moving Artifacts Estimate</i>	22
<i>Appendix 6 - Fees Schedule</i>	23
<i>Appendix 7 - Museum Committee Terms of Reference</i>	24
<i>Appendix 8 - Letters of Support</i>	26
Wingham Lions Club.....	26
Wingham & District Horticultural Society	27
Alice Munro Festival of the Short Story	28
Wingham Community Connectors	29
Wingham Legion	30
Wingham BIA	31
Blyth BIA	33
Huron County Historical Society	34
Huron County Museum & Historic Gaol.....	35
Huron Country Threshers & Hobby Association	36
Ontario Genealogical Society – Huron County Branch.....	37
<i>Appendix 9</i>	38
North Huron Museum Report – March 2018 – Prepared by Pat Newson.....	38

North Huron Museum Committee Members

Dixie Lee Arbuckle	Wingham & District Horticultural Society
Lou Cullen	East Wawanosh Rep
Bill Farnell	Former Friends of the Museum
Paul Heffer	Chairperson & Council Rep
Doug Kuyvenhoven	Wingham BIA
Verna Steffler	Alice Munro Festival
Joan van der Meer	Wingham Rep
Brock Vodden	Blyth Rep
Dave Wall	The Barndance Historical Society
Amanda Piskorski	Secretary
Vicky Luttenberger	Director of Recreation & Community Services

History of the Museum

North Huron Museum Establishment of Museum Board and Volunteers

To help Council understand the formation of this museum, the following is background on when the museum was established. Below is the history of the inception and changes in museum programming over time.

In 1976 the Town of Wingham adopted By Law 1586 to establish a Board of Management to operate a museum. The Regulation was made under the Ministry of Colleges and Universities Act 1971 Grants for museums, authorizing a Board of Management to operate a museum on its behalf.

In 2001 the Town of Wingham amalgamated to become the Township of North Huron. A North Huron By-Law 31-2001 was adopted to appoint a Board of Management to operate a Museum in the Township of North Huron. At this time the museum building main floor, basement and yard was used to operate a Nursery School, and the museum was in the upstairs of the building.

In December 2002 the basement of the museum was leased to the Barn Dance Museum. This lease was most recently renewed with By-Law 28-2015 and ends on April 20th, 2020.

In 2003, North Huron adopted by-law 23-2003, that adjusted the composition of the Board and at this point in time, the Nursery School had moved out of the main floor, basement and yard. The museum had expanded to the entire building and the basement was rented by the Barn Dance Museum.

In 2007 North Huron council adopted By Law 06-2007 repealing by-law 23-2003 as a result of the disbandment of the North Huron Museum Board. The operations of the museum were downsized from having a full-time curator to operating as a seasonal museum with a summer student.

Since 2007, the Museum Program has operated under the Clerk's department for the Township of North Huron. An active group of volunteers were involved in the programming, however in 2017 that group of volunteers disbanded. At times and since this group's disbandment, volunteers have assisted with operations, but not as a formal group. There continue to be two active volunteers assisting with cataloging of artifacts and archives. (Pat Newson report to Council 19/03/2018, Page 9)

At the April 3, 2018 meeting, Council received a follow-up report and subsequently adopted a motion declaring that the museum remain closed and directed staff to prepare a further report outlining steps for the artifacts, museum programing and the building itself.

Why the Museum is Important

North Huron has a wealth of history, personalities, artifacts and stories that we must preserve, celebrate, and share with the next generations, and the world.

The mission of the North Huron Museum is to be a vibrant community museum dedicated to preserving, interpreting and celebrating our stories, artifacts, culture and heritage.

Alice Munro



Author Alice Munro was born and raised in Lower Town and attended school in Wingham. Her multi-award winning short stories depict small town Ontario life. Although she doesn't name specific places, readers familiar with the North Huron area are able to recognize some locations and settings. Her work has been studied and celebrated internationally, and when she won the Nobel Prize for Literature in 2013 the museum welcomed visitors from across Canada, the United States and beyond. The museum is home to numerous artifacts donated by Alice.

CKNX Radio & Television



Doc Cruikshank pioneered local radio in 1926 and helped start Wingham's recognition as "the Radio and Television Town of Canada." North Huron Museum has an extensive collection of artifacts featuring Doc and the early years of CKNX.

Earl Heywood



Celebrated as "Canada's Number One Cowboy Singer," [Earl Heywood](#) was a pioneering force in the development of Canadian country music. He joined CKNX, Wingham, Ontario, in 1942 and remained with that station (and its later TV and FM affiliates) as a singer and announcer for more than 40 years, performing for almost 20 years on the weekly [CKNX Barn Dance](#). In all, he wrote and recorded some 300 songs.

Inducted into the Canadian Country Music Hall of Fame in 1989, [Heywood](#) also co-founded the Wingham-based Barn Dance Museum and Entertainment Society.

George Agnew Reid



George Agnew Reid was born in East Wawanosh in 1860. He became an internationally recognized painter, architect and educator. He studied art in the United States and France and won international art competitions. An Ontario Heritage plaque is currently mounted at the North Huron townhall honouring his artistic accomplishments.

Harry Boyle



Harry Boyle, well known Canadian broadcaster and author was born in St. Augustine in 1915 and attended school as a boarder in Wingham. In 1936 he began working in the news department of CKNX and quickly became a broadcaster with CBC. He finished his working years with the CRTC. Two of his novels were awarded the Stephen Leacock Medal for Humor, "Homebrew and Patches" (1964) and "Luck of the Irish" (1976). His novel "Mostly In Clover" was adapted for the stage by the Blyth Festival Theatre for its first season in 1975.

Military



North Huron Museum possesses many military records from both world wars. The Archives Room houses the original attestation papers for the 21st Field Regiment, RCA for World War II including documents of the 99th field Battery, Wingham. In 2004 the Wingham Legion donated the very rare and historically important flight log of Cadet Pilot C. McLean of the Wingham area who joined the newly formed RAF in England.

Josephine Street Businesses



An ongoing project started under curator Jodi Jerome tracks the history of every business and building on our main street. Past museum volunteers continued this project regularly updating files as new businesses emerged.

Industrial History



The museum houses a large collection of artifacts and papers featuring early industries some of which are still active such as:

- Guerney Glove Works (1903)
- Western Foundry Co. Ltd. (1902)
- Gunn-Son-Ola Ltd. (1921, making pianos, organs, gramophones and other musical instruments)
- Lloyd Doors (1889)
- Fry & Blackhall Ltd. (1920, furniture)

New exhibits would feature current industries and their influences on the area.

Economic Impact of Museums

- A museum gives a community a presence in the wider world through an interactive website and distance advertising.
- 85% of North American tourists who travelled to Ontario sought an arts or cultural activity and 44% said culture was their main reason for visiting.
- The economic ripple effect continues when you look at the money museums bring to their communities. Every dollar of revenue created at a museum generates \$2.20 in other areas of the economy

See Appendix 1 for details.

North Huron Strategic Plan

A Visitor Information Centre would be incorporated into the reception area of the relocated North Huron Museum. The historic train station will be an attractive, visible, accessible location on the main street with ample visitor parking. Creation of a Visitor Information Centre will achieve item 1.6 of North Huron's Strategic Plan that was adopted by the Township of North Huron Council as follows:

Action: Establish a visitor information centre at a physical location/kiosk

Intended Outcome: To inform visitors of the many different tourist opportunities available in North Huron

Advantages of locating tourism kiosk in the former train station:

- Highly visible historic building with the LED lawn sign is a draw for tourists
- Encourages tourists to visit museum
 - *Travelers who visit museums spend 60 percent more on average than other leisure travelers.* ~ Cultural and Heritage Traveler Report, Mandala Research, 2013.
- Heritage Tourism Enthusiasts who visit the museum have immediate access to information on other tourism products and services.
- Location of museum and tourism kiosk together will *"have direct impacts upon the economic, social and recreational well-being of the region."* ~ Canadian Tourism Commission

A Great Opportunity

The Township of North Huron has before it a great opportunity.

The historic CNR train station was saved from destruction and restored and used by The Town and Country Homemakers in the 1980s. Town and Country Homemakers eventually merged into One Care Support Services who sold to and then leased the building from the current owner.

The current owner has offered to donate the train station building and property to the township with the stipulation that the township relocate the museum to the train station and operate it as a museum and tourist information centre until at least 2040.

A recent real estate estimate valued the building and property at \$425,000.

Advantages of Relocating North Huron Museum to Train Station

The relocation of the North Huron Museum to the train station offers the following innovative features while upholding the museum's heritage importance.

- Accessible floor plan
- Temperature controlled environment
- Accessible, viewable storage
- Located in an architecturally important and historic building
- Highly visible location
- Abundant parking
- Close to walking trails and parks
- Emphasis on interpretive, interactive, and digital experiential activities
- More temporary and rotating exhibits
- Available for archival research
- Includes up to date technologies
- Appeals to a broader cross-section of the community
- Usable outdoor space

First Impressions Community Exchange

In 2016, through OMAFRA, the Wingham BIA completed a FICE (First Impressions Community Exchange) with the Walkerton BIA.

Each BIA sent "mystery shoppers" to the other BIA's town. The main focus was on the retail sector, but also included the town hall, community centre, signage, etc.

The mystery shoppers were given training, completed an online survey about their first impressions, and took photos of what they saw.

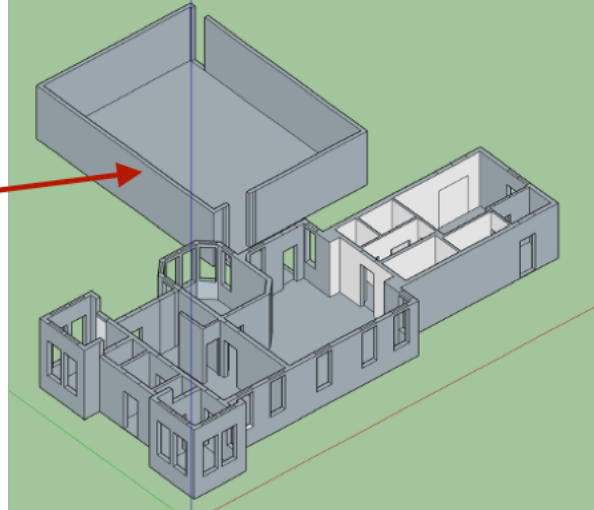
One interesting point from the Walkerton BIA's report was the North Huron Museum... they called it ***"the hidden jewel of Wingham"*** giving the museum high praise

Can we fit the Artifacts in the Train Station?

The committee's proposal includes adding a 1200 square foot climate-controlled addition to the north side of the train station and equipping it with moveable shelves that run on tracks in the floor. These shelves are designed for storing artifacts and can store the artifacts of the current North Huron Museum with room to spare.



30' x 40' building at rear of the property to be moved and connected to the train station and used for storing artifacts on specially designed moveable shelving.



Committee Background

The North Huron Museum located at 273 Josephine Street, Wingham (commonly known as the Old Post Office) was closed in 2018 because the museum building would require \$3.8M in repairs and renovations to meet the AODA (Accessibility for Ontarians with Disabilities Act, 2005) requirements and public museum standards.

In 2019 a delegation of supportive residents presented a proposal to provide volunteer assistance and fundraising efforts towards the museum relocation to the former train station in Wingham.

Subsequently, council created the North Huron Museum Committee (of Council).

See Appendix 7 for full details.

Committee Mandate

Council approved the following mandate for the North Huron Museum Committee:

The North Huron Museum Committee shall facilitate the relocation of the museum to the former train station by reducing project costs through the provision of volunteer resources and undertaking fundraising initiatives.

The committee's role would be to develop and seek Council approval of the following Plans:

1. **WORK PLAN** – Develop a Work Plan (including an estimated timeline) indicating how the Committee will undertake the development of three Plans (Project Plan, Museum Operation Plan and Fundraising Plan).
2. **PROJECT PLAN** – Develop a Project Plan indicating how the relocation and establishment of a museum at the former train station in Wingham will be undertaken. The Project Plan will identify the objectives, approach, timeline and estimated costs for each stage of the Project.
3. **MUSEUM OPERATION PLAN** – Develop a Museum Operation Plan which will include a governance model, funding model, details and guiding principles for the day-to-day operation of the Museum after relocation.
4. **FUNDRAISING PLAN** - Develop a Fundraising Plan which will outline the approach and timing for raising the funds to undertake the activities and ongoing operation of the Museum, as outlined in the Project Plan and Museum Operation Plan.

Workplan

Project Plan

Develop a Project Plan indicating how the relocation and establishment of a museum at the former train station in Wingham will be undertaken. The Project Plan will identify the objectives, approach, timeline and estimated costs for each stage of the Project.

	Amounts
Building Addition - 30'x40' Structure	
Building Permit	\$2,000
Architect/Engineer	\$8,000
Excavation	\$3,000
Concrete Footings & Walls	\$9,000
Backfill & Compaction including gravel	\$7,000
Concrete Floor including wire mesh	\$6,000
Move 30x40 building onto Foundation (3 man crew - 1 day prep, 1 day move and set, 1 day misc Labour, plus crane rental)	\$5,000
Electrical (existing panel, add lights, receptacles, etc.)	\$5,000
Heating/Air Conditioning	\$15,000
Additional Framing, Joining to Train Station Exterior Siding	\$25,000
Insulation for walls & ceiling	\$5,000
Windows for Hallway joining to the train station	\$5,000
Drywall supply, install & finish w/volunteers	\$5,000
Paint - supply, painting by volunteers	\$1,000
Topsoil, seed, final grading	\$3,000
Constuction contingency	\$12,000
Building Addition Total	\$116,000
Archives Shelving - Quote from SpaceSaver	\$75,000
Train Station Upgrades	
UV protection film for window in display areas	\$3,000
Furniture, displays, office equipment to be moved from the current museum	\$0
New displays	\$20,000
New display room lighting	\$5,000
New reception Desk, File Cabinet, Shelving, etc.	\$5,000
Misc	\$10,000
Train Station Upgrades Total	\$43,000
LED Sign at the road - 2 sided	\$50,000
Project Contingency	\$16,000
Total Costs to Prepare Train Station for NH Museum	\$300,000

Museum Operation Plan

Develop a Museum Operation Plan which will include a governance model, funding model, details and guiding principles for the day-to-day operation of the Museum after relocation.

Museum Governance

A Board of Management reporting to Council and consisting of six to nine members of the community plus one Council member, should be established to oversee the operation of the museum on behalf of the Council.

The Board's mandate will be clearly defined by Council.

Staff, reporting regularly to the Board, will manage the day-to-day operations, including overseeing volunteers.

Further refinement of all aspects of a Board of Management to oversee the museum will be developed after Council's decision to move forward on the proposal to move and reopen the museum.

Staffing, Volunteers, & Hours

Volunteers will assist staff in delivering programs and operating the museum. The township will provide an average of one day a week of staff support. The staff person's office will be located in the museum/tourist information centre, while they continue to fulfill their existing job description.

The museum hours will be seasonal. Open from mid March to mid December, Tuesday to Saturday, 10 AM to 4:00 PM, with flexibility to allow additional hours for special events such as the Alice Munro Festival.

Operating Budget

The estimated annual operating expense for the museum is \$44,370. This covers program expenses, staff, and building maintenance and is to be included in the Township's budget. See Appendix 2 for details.

As a comparison, the annual operating budget for the Strathroy Caradoc Museum, a similar community operated museum, is \$180,787 of which \$165,199 is covered through general taxation. See Appendix 3.

Vision, Mission & Goals

Vision

To encourage the discovery of our heritage and culture

Mission

The North Huron Museum is a vibrant community museum dedicated to preserving, interpreting and celebrating our stories, artifacts, culture and heritage.

Goals

1. Activities reflect the new and dynamic direction of the museum
2. Connect with audiences beyond the physical site
3. Create exhibits that generate interest and awareness
4. Increase the strength of the North Huron Museum brand
5. Seek out partnerships to share skills, resources and ideas
6. Build support with funders, sponsors, and advocates to ensure long term financial sustainability
7. Ensure sufficient staffing and volunteer levels to maintain energy and support

Promotional Activities

North Huron Museum Mission Statement

The North Huron Museum will be recognized as a vibrant community museum dedicated to preserving, interpreting and celebrating our stories, artifacts and cultural heritage.

To achieve our mission statement our promotional activities need to reflect the new and dynamic direction we see for the future of the museum.

North Huron Museum Promotional Activities

- Create and maintain a museum website (with links to North Huron website, local businesses and tourist attractions).
- Create and maintain a Facebook page.
- Provide regular updates in municipal newsletters.
- Develop partnerships with:
 - local media
 - BIA groups
 - area schools
 - local community/service, sport and cultural groups, churches, theatres, libraries, retirement centers and Legions
 - all areas of North Huron through mobile exhibits
 - Community Connectors, Blyth Repository and other local collections
 - professional museum organizations (notably Huron County Museum staff), and
 - Alice Munro Festival of the Short Story.
- Develop contacts with local and regional tourist information centres, B&Bs, motels, hotels, bus companies, Day Tripper, Stops Along the Way.
- Advertise in local media (print and digital) – Rural Voice, Focus, local newspapers.

Programming

North Huron Museum Programming

Moving the museum means transitioning from the former static visitor experience to a more vibrant, interactive engaging one.

Programs developed by the North Huron Museum will “tell our own stories”, both current and past, in ways that will engage and educate visitors. Programs will also allow visitors to interpret, experience and interact with the collection in both virtual and “hands on” activities.

The exhibits and programs created in the North Huron Museum will focus on:

- Permanent and temporary displays and programs
- Open shelving for most of the collection viewable by the public
- Programs for all ages and abilities (diversity and inclusion are part of the vision)
- Guided and self-guided tours with digital links
- “Hands on” displays and activities
- Hosting special events, speakers, workshops

The exhibits and programs created in the North Huron Museum will focus on:

- Archives available for public research
- Possible partnerships with other local groups e.g. Wingham Community Trail, art club

Specific Programs Under Consideration

- Grand re-opening with special events
- Alice Munro Tearoom
- Summer music series (outdoor, weather permitting)
- Remembrance Week activities (Legion participation)
- Guided walks (Alice Munro self-guided walking tour, Wingham Community Trail)



This room overlooking the Wingham Community Trail will become home to the “Alice Munro” display.

Possible Permanent Exhibits

- Alice Munro
- CKNX
- (see note below)
- George Agnew Reid
- History of the train station
- Harry Boyle
- George Allen (a founding member of the museum & collector/artist)
- Barndance Historical Society

Note: *The Barn Dance Historical Society has not met since the beginning of Covid. Prior to that, they were attempting to return all items possible to owners/donors. They are willing to donate display cabinets, plaques, and photos to the museum. Final decisions will be made once they can meet in person. See Letter – Appendix 10*

Possible Temporary Exhibits

- Local art show
- Local businesses and industries
- Current museum collections (clothing, medical instruments, local memorabilia)
- Holiday themed displays
- Sports events and figures
- Military history
- Celebrating local individuals and their accomplishments or collections (i.e. Edward Farley, first settler in Wingham)
- Wingham's original motor car
- Major historical, cultural or natural events (fires, floods, reunions)
- Displays from or about Blyth Festival Theatre, Wingham Town Hall Theatre, Blyth Repository, Huron Pioneer Thresher & Hobby Association

Fundraising Plan

Develop a Fundraising Plan which will outline the approach and timing for raising the funds to undertake the activities and ongoing operation of the Museum, as outlined in the Project Plan and Museum Operation Plan.

The estimate budget for preparing the train station is \$300,000.

This covers the cost of a 30' x 40' addition to the train station, moveable commercial shelving inside the addition for storing the artifacts, preparing the train station to house and display museum artifacts, display lighting, and a two-sided LED sign at the entrance. See Project Plan earlier in this report for details.

If the museum was permanently closed the estimated budget for deaccessioning the artifacts is \$139,175 and would be the responsibility of the township. See Appendix 4.

The estimated budget for moving the artifacts to the train station, organizing, and cataloging where they are stored is \$177,250. See Appendix 5.

The NH Museum committee would add \$38,075, the difference between moving vs deaccessioning, to the estimated budget of \$300,000 for preparing the train station.

The total fundraising goal will be $\$300,000 + \$38,075 = \$338,075$.

The committee will be responsible for fundraising and would raise the funds through:

- Grant applications
- Businesses
- Individuals
- Fund Raising Events
- Donations in Kind

The committee expects it will take 12 to 18 months to reach the fundraising goal.

Appendix 1 - Economic Impact of Museums

1. Source: The Effects of the Nobel Prize on Tourism Report, Feb 2015

- Communities that draw cultural tourists experience an additional boost of economic activity.
- A vibrant arts community not only keeps residents and their discretionary spending close to home but it also attracts visitors who spend money and help local businesses to thrive.
- A 2012 Ontario Arts Council study found cultural tourists spend more and stay longer: twice as much as typical tourists, \$667 versus \$347.
- 85% of North American tourists who travelled to Ontario sought an arts or cultural activity and 44% said culture was their main reason for visiting.

2. Source: The Alice Munro Festival Final Report, Dec 2014

- A museum adds value to a community by using local businesses as suppliers; developing a website Visitors Page highlighting local retailers, restaurants, motels and B & B's with links to their websites; developing a printable map of Alice Munro sites that features local businesses.
- A museum gives a community a presence in the wider world through an interactive website and distance advertising.

3. Source: *Business for the Arts*, (Ontario not-for-profit dedicated to investing in the arts), 2014 national survey

- 80% of the general public and 88% of business respondents believe that participation in arts and culture has a positive impact on health and well-being while 75% and 86% respectively, believe it makes for more integrated and healthier communities.
- When asked what type of events they'd prefer to attend, 34% of respondents chose arts while 29% chose sports.

4. Source: 2016 Culture for Competitiveness Study

- Based on a survey of 500 skilled workers and 508 Ontario businesses, the study reveals that a vibrant arts and culture scene can be a major driver for communities to attract and retain employees; detailed findings reveal that 65% of businesses and skilled workers agree that a thriving arts and culture scene is a driving factor when considering relocation.

5. Source: Indiana Historical Society Blog, June 2019

- This economic ripple effect continues when you look at the money museums bring to their communities. Every dollar of revenue created at a museum generates \$2.20 in other areas of the economy.

Appendices

Appendix 2 - Operating Budget

North Huron Museum Operating Budget	2016	2016	2022
	Budget	Actuals	Budget
MUSEUM PROGRAM BUDGET			
Revenue			
7810 5110 Donations	\$ 50.00	\$ 50.00	\$ 500.00
7810 5120 Misc Revenue/Gift Shop	\$ 200.00	\$ 883.90	\$ 500.00
7810 5200 Admissions	\$ 4,000.00	\$ 4,779.35	\$ 2,000.00
7810 5210 Memberships/Pass			
7810 5255 Fundraising Revenue			\$ 500.00
Exhibit Sponsorships			
Research Requests & Archives			\$ 100.00
Outreach Program @ \$100/session			\$ 200.00
7810 5280 Grants/Levies	\$ 700.00	\$ 1,576.00	
Total Revenue	\$ 4,950.00	\$ 7,289.25	\$ 3,800.00
Expenditures			
7810 6100 Salaries - Full Time			
7810 6110 Salaries - Part Time*	\$ 6,200.00	\$ 6,522.76	\$ 10,770.00
7810 6120 Benefits - Part Time*	\$ 900.00	\$ 749.65	\$ 3,125.00
7810 6210 Subscriptions/Memberships			\$ 275.00
7810 6240 Marketing/Promotion	\$ 1,200.00	\$ 742.00	\$ 1,200.00
7810 6250 Office Supplies			\$ 200.00
7810 6260 Phone/Fax/Internet	\$ 400.00	\$ 325.88	\$ 800.00
7810 6270 Insurance		\$ 754.64	\$ 1,200.00
7810 6290 Materials/Supplies	\$ 1,500.00	\$ 1,308.67	\$ 1,500.00
7810 6760 Fundraising Expense	\$ 500.00	\$ 2,014.15	\$ 250.00
Equipment Maintenance and Upgrades			\$ 500.00
7810 6768 Gift Shop	\$ 200.00		\$ 200.00
Total Expenditures	\$ 10,900.00	\$ 12,417.75	\$ 20,020.00
MUSEUM BUILDING BUDGET - Building Expense			
7815 6100 Salaries - Full Time**	\$ 5,749.00	\$ 4,733.72	\$ 4,000.00
7815 6110 Salaries - Part Time	\$ 1,684.00	\$ 76.74	\$ -
7815 6120 Benefits - Full Time	\$ 1,839.00	\$ 841.68	\$ 1,200.00
7815 6270 Insurance	\$ 1,668.00	\$ 1,667.75	\$ 1,800.00
7815 6295 Transfer to Reserve			\$ 2,500.00
7815 6300 Bldg Repair/Maintenance	\$ 6,600.00	\$ 533.53	\$ 750.00
7815 6320 Janitorial Supplies	\$ 300.00	\$ 208.61	\$ 300.00
7815 6330 Inspections/Contracts***	\$ 660.00	\$ 519.50	\$ 8,200.00
7815 6350 Electricity	\$ 3,885.00	\$ 4,396.28	\$ 4,800.00
7815 6360 Water/Sewer	\$ 1,080.00	\$ 1,027.32	\$ 1,100.00
7815 6370 Natural Gas/Heat	\$ 4,500.00	\$ 2,377.49	\$ 3,000.00
7815 6380 Waste Disposal	\$ 486.00	\$ 476.74	\$ 500.00
Total Expenditures	\$ 28,451.00	\$ 16,859.36	\$ 28,150.00
Total Expenditures (Operating + Building Expense)	\$ 39,351.00	\$ 29,277.11	\$ 48,170.00
Net Operating (Expenditures minus Revenue)	\$ 34,401.00	\$ 21,987.86	\$ 44,370.00
*Based on NH staff working full- at the Museum location with 8 hours weekly allocated to Museum			
**Amount charged by Public Works for snow removal, lawn care and building maintenance.			
*** The Inspections/Contracts line is for the cleaning contract, fire/sprinkler system inspections.			
The current costs for services to the Alice Munro Library were used to estimate costs for the Museum.			

Appendix 3 - Strathroy Caradoc Museum Budget

Strathroy-Caradoc Museum	
Museum Operating Budget 2020	
	BUDGET
OPERATING REVENUE:	
MUSEUM - GENERAL TAXATION	\$ 165,199.00
MUSEUM - GOVERNMENT GRANTS & CMOG	\$ 14,238.00
MUSEUM - ADMISSION & EDUCATION PROGRAMS	\$ 500.00
MUSEUM - RESEARCH FEES	\$ 50.00
MUSEUM - CURRIE TRAVELLING EXHIBIT	\$ 800.00
MUSEUM - GIFT SHOP REVENUE	
Total Revenues	\$ 180,787.00
OPERATING EXPENSES:	
MUSEUM - WAGES F/T	\$ 118,453.00
MUSEUM - WAGES OT	
MUSEUM - PAYROLL BENEFITS	\$ 34,401.00
MUSEUM - MEMBERSHIP DUES	\$ 550.00
MUSEUM - TRAVEL EXPENSES	\$ 800.00
MUSEUM - BANK CHARGES	
MUSEUM - TRANSFER TO RESERVES	
MUSEUM - OFFICE SUPPLIES	\$ 250.00
MUSEUM - PRINTING, COPYING	\$ 500.00
MUSEUM - PROPERTY INSURANCE	\$ 3,858.00
MUSEUM - INTERPRETATION & EDUCATION	\$ 2,000.00
MUSEUM - EXHIBITION EXPENSES	\$ 5,500.00
MUSEUM - CONSERVATION EXPENSES	\$ 1,500.00
MUSEUM - OTHER EXPENSES (GRANTS)	
MUSEUM - EQUIPMENT MAINTENANCE	\$ 1,500.00
MUSEUM - PROPERTY MAINTENANCE	\$ 4,000.00
MUSEUM - CONFERENCES & CONVENTIONS	\$ 1,800.00
MUSEUM - MARKETING & PUBLIC RELATIONS	\$ 4,000.00
MUSEUM - ARTIFACT ACQUISITION	\$ 500.00
MUSEUM - CURRIE TRAVELING EXHIBIT	\$ 500.00
MUSEUM - ADVISORY COMMITTEE RENUMERATION	
MUSEUM - RESEARCH FEES, BOOKS, PERIODICALS	\$ 100.00
MUSEUM - GIFT SHOP EXPENSES	\$ 500.00
MUSEUM - POSTAGE/ COURIER	\$ 75.00
Total Expenses	\$ 180,787.00

Appendix 4 - Deaccessioning Artifacts Estimate

North Huron Museum		
Estimated Budget for Deaccessioning the Collection		
Contracted Curator/professional to oversee process (18 months)	12 mos	6mos
Based on current Ontario curators' wage scale	\$ 60,000.00	\$ 30,000.00
Moving	\$ 10,000.00	
Movers		
Van rental from Huron County Museum		
Moving equipment rental		
Supplies	\$ 4,950.00	
cartons		
masks		
packing tape		
labels		
markers		
bubble wrap		
acid free tissue		
cotton or nitrile gloves		
supports / cushioning		
polythene sheeting		
Dumping/disposal charges	\$ 1,000.00	
Appraisal Fees	\$ 1,000.00	
Administration Expenses		
Telephone	\$ 350.00	\$ 175.00
upgrade computer, update computer software, buy laptop	\$ 1,500.00	
Internet	\$ 800.00	\$ 400.00
Postage, shipping costs	\$ 500.00	
Operations/Property Management		
Utilities, heat, caretaking, cleaning, insurance (\$1719)	\$ 11,000.00	\$ 5,500.00
Contingency	\$ 12,000.00	
Subtotals	\$ 103,100.00	\$ 36,075.00
Total Estimated Budget for Deaccessioning	\$	139,175.00

Appendix 5 - Moving Artifacts Estimate

North Huron Museum		
Estimated Budget for Relocating the Museum		
Contracted Curator/professional to oversee process (24 months)	12 mos	12 mos
Based on current Ontario curators' wage scale	\$ 60,000.00	\$ 60,000.00
Moving	\$ 10,000.00	
Movers		
Van rental from Huron County Museum		
Moving equipment rental		
Supplies	\$ 4,950.00	
cartons		
masks		
packing tape		
labels		
markers		
bubble wrap		
acid free tissue		
cotton or nitrile gloves		
supports / cushioning		
polythene sheeting		
Dumping/disposal charges	\$ 1,000.00	
Administration Expenses		
Telephone	\$ 350.00	\$ 350.00
upgrade computer, update computer software, laptop	\$ 1,500.00	
Internet	\$ 800.00	\$ 800.00
Postage, shipping costs	\$ 500.00	
Operations/Property Management		
Utilities, heat, caretaking, cleaning, insurance (\$1719)	\$ 11,000.00	\$ 11,000.00
Contingency	\$ 15,000.00	
Subtotals	\$ 105,100.00	\$ 72,150.00
Total Estimated Budget for Relocating the Museum	\$	177,250.00

Appendix 6 - Fees Schedule

North Huron Museum Fee Schedule	
Admissions Fees	
Adult	\$ 5.00
Senior/Youth	\$ 4.00
Child 5-12	\$ 3.00
Child under 5	FREE
Family	\$ 12.00
Annual Membership Fees	
Individual \$35	\$ 35.00
Senior \$25	\$ 25.00
Family \$50	\$ 50.00
Education Fees	
Per student	\$ 3.50
Tours	
Guided groups of 10-19 \$75	\$ 75.00
Groups of 15+	
Adult	\$ 3.25
Youth	\$ 3.00
Outreach Programs	
Per session	\$ 100.00
In-house Programs	
Less than 15 people	\$ 50.00

Appendix 7 - Museum Committee Terms of Reference

Preamble

The North Huron Museum was located at 273 Josephine Street, Wingham (commonly known as the Old Post Office). It was closed in 2018.

On October 16, 2017, the Council of the Township of North Huron received a Facility Condition Assessment Report indicating that the museum building requires \$3.8M in repairs and renovations to meet the AODA (Accessibility for Ontarians with Disabilities Act, 2005) requirements and public museum standards. At this meeting, staff were directed to review future options for the facility and bring report back to Council.

At the April 3, 2018 meeting, Council received a follow-up report and subsequently adopted a motion declaring that the museum remain closed and directed staff to prepare a further report outlining steps for the artifacts, museum programming and the building itself.

On July 9, 2018, Council heard a presentation outlining museum options for programming, location, space requirements and estimated costs. Council directed staff to prepare a report outlining the process and costs involved with moving the artifacts and programming to the former train station in Wingham.

On August 13, 2018, a follow-up presentation was made to Council. Staff identified programming requirements, a staffing plan and moving expenses related to the options of closing the museum or creating a joint museum & tourism centre in the former train station. Council adopted a motion to authorize staff to continue discussions regarding the development of a joint museum/tourism facility at the train station.

Due to the fact that a municipal election was held in October 2018 and the Council of the day was bound by the limitations of a 'Lame Duck' period, the project was not discussed again until January 21, 2019. At this meeting, staff provided the 2019-2022 North Huron Council with a summary of the decisions made by the previous Council with regards to the museum project.

The January 21, 2019 report indicated that a revised proposal had been received from the owners of the former train station property. The revised proposal was set out in detail in the staff report presented at the meeting.

At the February 4, 2019 Council Meeting, a delegation of supportive residents presented a proposal to provide volunteer assistance and fundraising efforts towards the museum relocation to the former train station in Wingham. Resulting from this presentation, Council adopted a motion supporting the development of a Terms of Reference for a North Huron Museum Committee (of Council) for consideration at a future meeting.

Appendices

Appendix 8 - Letters of Support

Wingham Lions Club

Lions Club of Wingham

Secretary: Lion Earl Dolmage
P.O. Box 751, Wingham, ON, N0G 2W0
519-357-2519
edolmage@sympatico.ca



Club Web Site:
<http://e-clubhouse.org/sites/wingham>
Like us on Facebook:
Lions Club of Wingham, ON

WE SERVE

WE SERVE

TO: North Huron Town Council
FROM: The Lions Club of Wingham

The Lions Club of Wingham is very supportive about discussions to move The North Huron Museum to the former Wingham Train Station.

We feel it has been too long that the former train station has remained vacant since it is one of the most historic and beautiful buildings of the community. With its significant historical value, it would be the perfect home for the North Huron Museum, and a wonderful opportunity for North Huron to showcase itself to the outside world, as well as giving our own residents a source of pride.

The former Train Station would be an effective venue for exhibits about Alice Munro, recipient of the Nobel Prize for Literature, as well as telling the world the story of one of the best kept secrets in Ontario, from the development of Westcast into becoming an international company to CKNX television/radio and in between. This can only encourage tourism and business in North Huron.

The Lions Club of Wingham also has its own story represented in the museum, and recently uncovered archives of the Club would also be sent there, as well as artifacts from the Club, including our ornately finished cutter used annually at the Wingham Lions Santa Claus Parade.

So, we definitely encourage any decisions which would move our museum into the former Train Station.

In service,

Richard D. Hall,
President,
The Lions Club of Wingham
519-357-9583

Wingham & District Horticultural Society

Wingham and District Horticultural Society

North Huron Township Council
Wingham Town Hall
Wingham, Ontario
N0G 2W0

Dear Council Members;

Re: North Huron Museum Relocation

This letter is strongly in support of relocating the North Huron Museum from its current location to the former Train Station on Josephine Street, Wingham.

We believe a re-imagined, interactive museum will be an asset to the community and the local economy. Due to the Nobel prize awarded to famed Canadian writer, Alice Munro, we enjoy an unprecedented international profile. In addition to sharing our story beyond our borders, the museum features and celebrates the unique history, heritage and culture of the area.

The WDHS has been in partnership with the North Huron Museum for a number of years with the Alice Munro Garden located beside the former museum. We helped to design this garden and have taken care of it since its inception; we have covered the costs of replacing and upgrading the plants in this garden. We also take part in the Annual Alice Munro Festival by supplying floral decorations for the tea room at that event.

Last summer, on different occasions, two sets of visitors arrived at the Alice Munro Garden as I was tending it. They were Alice Munro fans and were hoping that there would be a display/information about Ms Munro in the museum. They were quite disappointed to find it closed. These folks were from Burlington and eastern Ontario. I was able to give them the brochure about Ms Munro and the other places in the area to which she is connected but it does seem a shame that there is no museum in our town that houses a display for a Nobel prize winning native of Wingham.

If the present location of the Alice Munro Garden is sold (with the building that houses the former museum), we would be looking for a place to move the garden to. We would be happy to relocate the AMG to the grounds of the new location of the North Huron Museum.

In the area beside the proposed relocation site for the museum, the WDHS has paid for all the planters and plants on the Mary Lloyd Trail; we update and tend the trail each year, using the funds left to the society by Mary Lloyd's estate.

Our town has much unique history as there is no other town that can say it has a Nobel prize winning author and a pioneer in the Radio and Television Industry and there should be a place to celebrate these people and the many others who have made our town what it is today – it is important not to lose our history for future generations.

Yours truly,

Wayne Elston, President of the WDHS
welston_1@sympatico.ca or 519-357-3855

Alice Munro Festival of the Short Story

Alice Munro Festival of the Short Story

April 7, 2021

To Whom It May Concern

Re: North Huron Museum Relocation

It is with great pleasure that the Steering Committee of the Alice Munro Festival of the Short Story, write in support of the initiative to relocate the North Huron Museum from its current location to the former Train Station on Josephine Street, Wingham.

The museum is an important part of our cultural and historical heritage. It provides a home for documents, objects and artifacts that tell important stories while providing a sense of community and place by celebrating our collective heritage.

We believe the plans for a re-imagined, interactive Museum will prove it to become a significant asset to both the community and the local economy. We've already seen increased interest from visitors from near and from afar as a consequence of Alice Munro winning the Nobel Prize for Literature in 2013. Regarded as one of the world's foremost writers of fiction, Alice's appeal garners unprecedented international attention for our community and our stories.

We look forward to renewing a partnership with the North Huron Museum. By working together again through initiatives that advance interest in and of our community, and by creating special events that attract cultural tourists while also involving local citizens we'll stimulate a deeper understanding of and appreciation for our home in North Huron.

Regards



Karen Stewart
Steering Committee

% Huron County Cultural Services, 77722B London Road, Hwy 4 South, RR#5 Clinton, Ontario. N0M 1L0
www.alicemunrofestival.ca

Wingham Community Connectors

Township Council of North Huron
Town Hall
Josephine Street
Wingham, Ontario
N0G 2W0

Councillors,

The Wingham Community Connectors are writing to show their support for relocating the North Huron Museum from the former Post Office location to the former train station.

We understand that the train station would be donated for this purpose, with only ongoing maintenance costs to be covered by the Township, which hopefully admissions and donations could cover. There is already going to be a cost for decommissioning the existing museum items, so moving them should not add any further cost.

Also, we feel that a museum at the north end of Josephine Street has the potential to draw visitors through the main business area of Wingham, hopefully to the benefit of the business community overall.

There are not many small towns that can boast of being the home of a Nobel Prize winner, Alice Munro, or the nearby birth place of a great Canadian artist, George Agnew Reid. We also have the rich heritage of once being known as "the biggest little radio and television town in Canada". And our radio/tv station went on to create the Barn Dance that has its very own history to share. This is just a small sampling of what could be showcased. And in a smaller venue, exhibits could be rotated, drawing people back for multiple visits.

Of course we are aware that Council must be fiscally responsible, especially during these difficult times, but we feel that we have so much local history that needs to be honoured and shared, and this could be a huge new draw for visitors to our Township.

Thank you for your consideration.

Wingham Community Connectors

March 26, 2021

Wingham Legion

Lions Club of Wingham

Secretary: Lion Earl Dolmage
P.O. Box 751, Wingham, ON, N0G 2W0
519-357-2519
edolmage@sympatico.ca



Club Web Site:
<http://e-clubhouse.org/sites/wingham>
Like us on Facebook:
Lions Club of Wingham, ON

WE SERVE

WE SERVE

TO: North Huron Town Council
FROM: The Lions Club of Wingham

The Lions Club of Wingham is very supportive about discussions to move The North Huron Museum to the former Wingham Train Station.

We feel it has been too long that the former train station has remained vacant since it is one of the most historic and beautiful buildings of the community. With its significant historical value, it would be the perfect home for the North Huron Museum, and a wonderful opportunity for North Huron to showcase itself to the outside world, as well as giving our own residents a source of pride.

The former Train Station would be an effective venue for exhibits about Alice Munro, recipient of the Noble Prize for Literature, as well as telling the world the story of one of the best kept secrets in Ontario, from the development of Wescast into becoming an international company to CKNX television/radio and in between. This can only encourage tourism and business in North Huron.

The Lions Club of Wingham also has its own story represented in the museum, and recently uncovered archives of the Club would also be sent there, as well as artifacts from the Club, including our ornately finished cutter used annually at the Wingham Lions Santa Claus Parade.

So, we definitely encourage any decisions which would move our museum into the former Train Station.

In service,

Richard D. Hall,
President,
The Lions Club of Wingham
519-357-9583

Wingham BIA



Museum Committee
c/o Doug Kuyvenhoven

April 5, 2021

This letter is to show support, in principle, of the Wingham BIA Board for moving the Wingham Museum from its past location, at the original post office, to the former train station on Josephine St. While we realize the cost of this move has not been entirely calculated, we believe this project deserves strong consideration by North Huron Council.

The reasons are many:

- 1) Wingham is home to one of only 27 Canadian Nobel Prize winners since the awards were started in 1901. To be a small town with this credential is tremendous and Alice Munro, 2013 winner for Literature, should be showcased on a permanent basis.
 - a. Wingham is also home to Canadian artist George Agnew Reid and science journalist Bob McDonald along with some national and international athletes.
- 2) Wingham was once known as "the biggest little radio and television town in Canada". The history of this should not be lost. CKNX also created the Barn Dance that entertained throughout South Western Ontario and has a history all its own.
- 3) The train station has been offered, to our knowledge, free of charge with only ongoing maintenance as a cost to the Township.
 - a. The building itself has a history
 - b. There is good parking availability for visitors. (Possibly a good location for more charging stations as well)
 - c. It is, or can be easily upgraded, for accessibility.
 - d. There may be a possibility for some revenue generation with a combination of donations, admission, sales of Alice Munro books or of Museum Musings by John Pattison. The latter provides an interesting history of Wingham's early settlers and business operations.
- 4) A museum is not seasonal and will attract visitors year round. Being a smaller space than the post office museum, displays can be rotated, bringing visitors back to view new exhibits.

Appendices

- 5) The train station would also be an excellent location for a tourist information office. Having a combined museum and tourist office in the same building will draw traffic north from the highway intersection, along Josephine St through the business core of Wingham.
 - a. We see this as a tremendous benefit to the Wingham business community.
- 6) There are many cultural and tourism grants available that we expect the Museum Committee plans to try and take advantage of.
 - a. The Town Hall Theatre has had a major overhaul that was completed through volunteer work and donations with no cost to North Huron taxpayers. The same opportunity could be granted to the Museum Committee.

The BIA Board feels that a Museum in Wingham would benefit the economy of both North Huron and Wingham through attracting visitors on a year round basis and at the same time commemorating our past.

Thank you for your consideration,



Dave Tiffin
Chair, Wingham BIA

Blyth BIA



Blyth Business Improvement Area

PO Box 269 - Blyth ON - N0M 1H0

www.blythnow.ca www.facebook.com/BlythNow.ca

North Huron Museum Committee
Attn: Doug Kuyvenhoven

29 March 2021

Doug,

Subject: Museum Relocation

The Blyth BIA acknowledges the importance of preserving our heritage through the Blyth Repository of History and the North Huron Museum. We understand there is a generous offer to relocate the North Huron Museum to a new venue. We support this initiative, with the only caveat being that this not result in additional costs to the municipality which would in turn have to come from other programs or services, or through higher taxes.

Thanks to you and your committee for all of your hard work.

Regards,

David Sparling

Chair - Blyth Business Improvement Area

B: 519-357-3550 ext.150

C: 519-955-2283

chair@blythnow.ca

Huron County Historical Society

***The Huron County Historical Society
P O Box 3
Goderich Ontario N7A 3Y5***

E: hchs1965@gmail.com W: huroncountyhistoricalsociety.ca



March 10, 2021

Municipal Council
Municipality of North Huron
P.O. Box 90 274 Josephine Street
Wingham, ON N0G 2W0

Dear Members of Council

The Huron County Historical Society has been following the dilemma facing the Municipality of North Huron concerning your Museum.

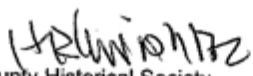
Experience suggests there is draw to history by both residents and visitors alike. North Huron has a rich historical legacy, which adds greatly to the immediate community and beyond. Museums have the power to create unity on both a social and political level, but also on a local one. Local museums are able to provide a sense of community and place by celebrating a collective heritage, offering a great way to get to know the history of a particular area.

A re-imagined, interactive Museum is an asset to the community and the local economy. Due to the Nobel prize awarded to famed Canadian writer, Alice Munro, and the wealth of early CKNX material, this museum has a wonderful history truly unique to this area. It would be beneficial to the community to build and enhance this collection and offer it as a strong element of your community.

Museums are just as important to the future as the future is to museums. Not only can our museums bring history to life, but they can also shine a light on both our present and our future – a light which can be hard to find elsewhere.

We support North Huron council's endeavors to preserve and open this wonderful collection to the community. Sometimes we have to step out of our comfort zone and make a stand for adding richness to our community.

Respectfully,


per: Huron County Historical Society
Ralph Laviolette, acting chair

Huron County Museum & Historic Gaol



110 North Street
Goderich, ON N7A 2T8
P. 519-524-2686
www.huroncountymuseum.ca

Attn. North Huron Museum Committee
c/o Joan van der Meer and Lou Call

March 12, 2021

Museums, Cultural institutions and Libraries hold valuable places as locations providing a sense of community by celebrating local heritage and offering a concrete way to get to know the history of a particular area. The collections held by Museums support the conservation, interpretation, exhibition, and preservation of local stories through the artifacts within the collections.

The collection of items held under North Huron Municipal and Museum ownership varies from archival items & photographs, textiles, household items, and larger three dimensional items. Recorded provenance of these items shows the connections to the local community. Access to these collections either through physical access or digital access would be important to the success of a future museum. The future of museums is not one of static display but increasingly requires active storytelling, engagement, and participatory activity.

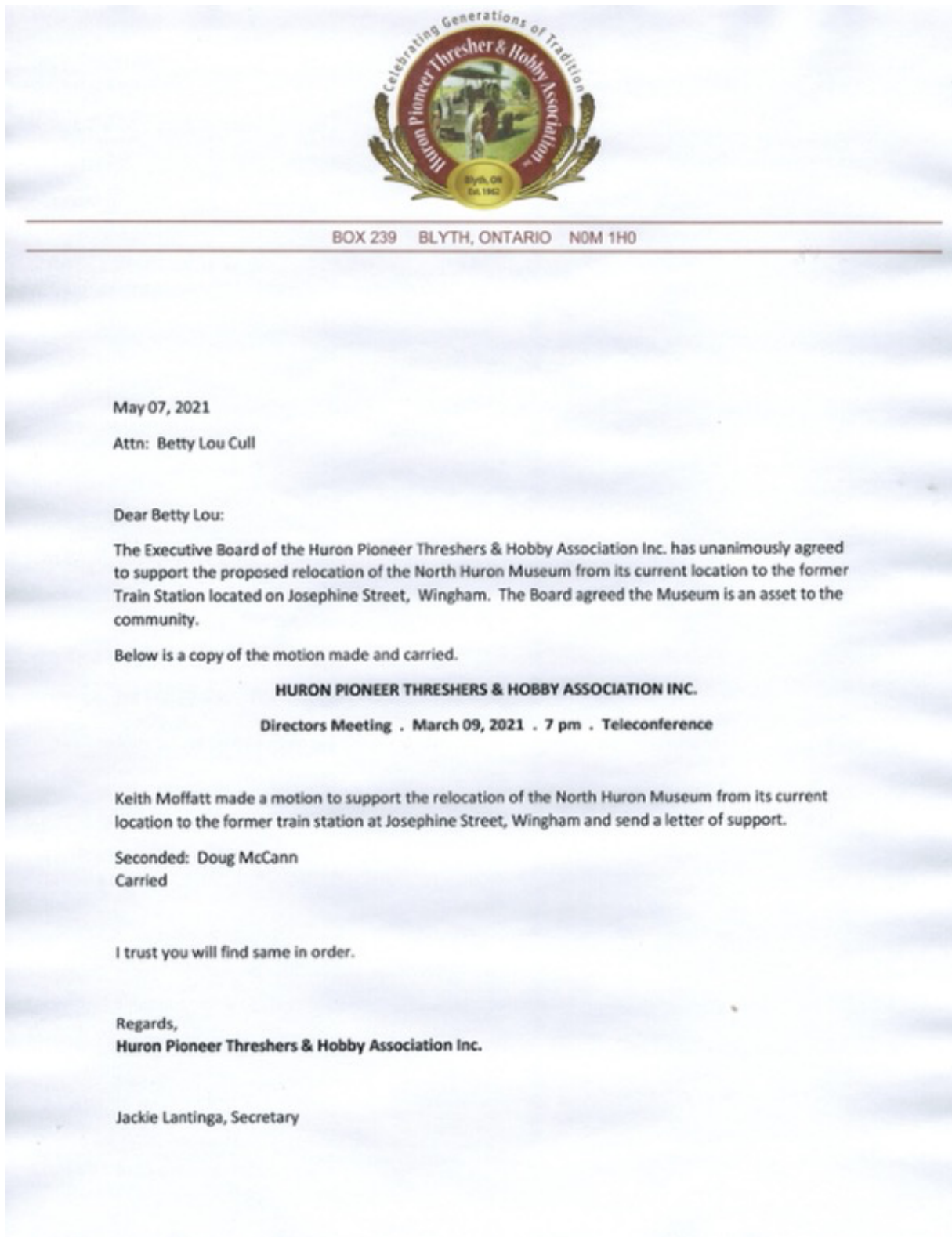
The Huron County Museum & Historic Gaol and Huron County Cultural Services, supports the maintenance of these significant collections with local provenance, importance and connection as part of Huron County's history within the local communities. It is understood that proper planning and consultation is necessary to the success of these efforts.

Please feel free to contact me if I can be of any further assistance or have further questions regarding our Museum Policies and Standard Operating Procedures.

E. French-Gibson

Elizabeth French-Gibson
Acting Director of Cultural Services & County Librarian, County of Huron
519-524-2686 ext.2207
efrench@huroncounty.ca

Huron Country Threshers & Hobby Association



Ontario Genealogical Society – Huron County Branch

Re: North Huron Museum Relocation
21 March 2021

This letter is in support of relocating the North Huron Museum from its current location to the former Train Station on Josephine Street, Wingham.

The goals of the Huron County Branch of the Ontario Genealogical Society include...

- promote, encourage, and foster the study of genealogy and original genealogical research in the Branch's geographical area and the Huron Tract.
- collect and preserve information, books, manuscripts, charts, maps, photographs, microfilms, and related material relevant to genealogical study.
- support "organizations" external to The Society and within the Branch's geographical area which have a shared interest in genealogy and family history.



We believe a re-imagined, interactive Museum is an asset to the community and the local economy. Due to the Nobel prize awarded to famed Canadian writer, Alice Munro, we enjoy an unprecedented international profile. In addition to sharing our story beyond our borders, the Museum features and celebrates the unique history, heritage, and culture of the area.

We have over 200 members, the majority of whom live outside of our county. When they come to research, they are looking for sources of family history throughout the county. Having a museum that focuses on Wingham and area in an accessible, historic building on Josephine Street is ideal. Having many sites of historical and genealogical interest does draw people to "return to their roots."

We look forward to renewing our partnership with the North Huron Museum as part of the Huron Heritage group and will feature them as one of the important heritage links on our website <https://huron.ogs.on.ca>.

.
Deb McAuslan
Chair, Huron County Branch, Ontario Genealogical Society
huronchair@ogs.on.ca
613-376-3319

Appendix 9

North Huron Museum Report – March 2018 – Prepared by Pat Newson



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Pat Newson, Director of Recreation and Facilities
DATE: 19/03/2018
SUBJECT: North Huron Museum
ATTACHMENTS: North Huron slide deck, Huron County Museum slide deck, Correspondence from Friends of the Museum, Blyth Lions, and Barn Dance Museum, Building Facility Condition Report.

RECOMMENDATION:

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

AND FURTHER, THAT the Council of the Township of North Huron hereby directs staff on next steps for the North Huron Museum building and program.

EXECUTIVE SUMMARY

This report is a collection of information available to staff regarding the North Huron Museum. The report provides an overview of the available information and seeks Council direction on next steps for the North Huron Museum. Through Council's decision making process, future staff reports will be provided to assist with Council's selected path for action.

At the April 3, 2018 meeting, staff will be making a presentation to Council on the information contained in this report. Staff have also invited Elizabeth French-Gibson, Senior Curator, Huron County Museum & Historic Gaol, to present information regarding trends and programming needs for Ontario museums.

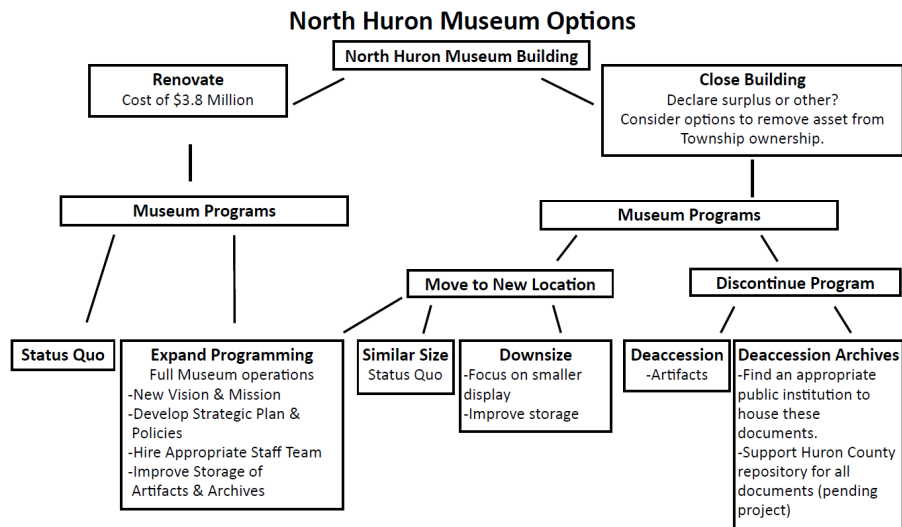
DISCUSSION

At the North Huron Council budget meeting held on February 8, 2018, Council passed a motion to direct staff to discontinue museum programming and close the building for 2018. Council also requested staff evaluate the use of the building and museum programming, and report back to Council prior to the end of this year. Staff suggest there are four components of the museum to be considered:

1. the building;
2. programming, artifacts, archives;
3. Barn Dance Museum; and
4. Alice Munro artifacts and garden.

This report provides background information and evaluates each of these four components in great details. The components can be addressed separately or grouped. A flow chart suggesting Council's decision making process is provided below for ease of reference and consideration. As the chart suggests, Council's first decision is whether to invest \$3.8 million to renovate the existing North Huron Museum building.

Page 1



The Building

As Council is aware, the Township engaged the services of Allan Avis Architects to perform a Facility Condition Assessment on the North Huron Museum building. The report provides conceptual and preliminary cost estimates to renovate the building for public museum purposes. Cost estimates provide a generalized estimate of the work to be completed and are not intended to be all encompassing and comprehensive.

The consultant's report identifies serious inadequacies in the areas of mechanical, electrical, accessibility, and building structure. To continue operating the building as a public museum, the study concludes that a renovation budget of \$3,870,500 is required to meet the standards for public buildings under the Building Code, and HVAC standards for a museum. This works out to an estimated cost of \$405/square foot. While this cost may seem high, it is not unreasonable estimate in today's construction market. In his report, the consultant suggests this level of investment can be rationalized if the building is going to be highly utilized. Staff suggest Council needs to consider whether attendance/visitors records justify this expense and if not, are there other public uses for this building that could rationalize this level of investment? Staff also suggest Council needs to consider whether this building serves a greater public use than the \$500,000 Council invested in Blyth Memorial Hall? A copy of the Architect Building Facility Condition Assessment is attached to this report for Council's consideration.

During a recent museum tour, artifact professionals noted that a number of the artifacts currently in storage are not properly stored. For example, textiles and clothing are stored in boxes, and should be stored in containers which minimize exposure to deterioration agents such as humidity, pests, pollutants and light. Proper artifact storage also requires space with climate control and sufficient space to minimize

Appendices

possible damage to artifacts, and high risk artifacts (e.g. sharp objects) should be in proper storage containment.

As noted above, temperature and humidity are two deterioration agents. Both of these factors need to be controlled to ensure the conservation of artifacts. The North Huron Museum building does not have an air handling system and therefore, no air conditioning or mechanical ventilation in the building. Vintage buildings, such as this former Post Office, have to be carefully studied and properly understood prior to installing air conditioning (AC). AC would not only improve building comfort for occupants, it would also assist in the control of indoor humidity. At the present time, the only way to control indoor humidity is by standalone portable de-humidifiers and window air conditioners. The Barn Dance Museum, located in the basement, is particularly susceptible to high humidity and has invested in this type of control system. Staff suggest standalone portable de-humidifiers and window air conditioners are not ideal and require ongoing staff attention.

If Council decides to continue with the display and storage of artifacts, an improved building environment is needed. In addition to an improved building environment, a number of artifacts require better storage containers. The Canadian Conservation Institute provides guidelines and standards for the storage of artifacts. This would be an additional expense should Council decide to renovate the North Huron Museum building and/or continue with the display and storage of artifacts.

Heritage Designation

Another consideration of the building is its heritage designation.

The Old Post Office and Customs Building was constructed 1904-07. In 1914, the clock tower was extended upward to accommodate the clock mechanism and the clock. The building operated as a post office until 1968. In 1972 the property and building were acquired by the Town of Wingham. In speaking with the Ontario Heritage Outreach Consultant from the Ministry of Tourism, Culture and Sport, the Town of Wingham designated The Old Post Office as being of architectural and historical value or interest in By-Law 1683-81, dated July 5, 1981. The Ministry's Outreach Consultant also advised the heritage designation does not preclude North Huron from selling or altering the building in the future. Council also has the option of commencing a prescribed provincial process to remove the heritage designation from the building. Depending on Council's selected path of action, a future staff report can be provided regarding Council's heritage designation options for this building.

Building Repairs

As noted above, the building was acquired by the Town of Wingham 46 years ago. Without continual investment, buildings generally reach their life expectancy in 40 years. Since 2003, the Township's investment in the building has been limited to keeping the building safe and operational. Such repairs have included repairing a leaking roof; replacing the oil heating boilers; and improvements to meet the fire code. The level of investment in the building over the last few years has led to the current condition of the building. Few improvements have been made beyond what was necessary.

Programming, Artifacts and Archives

Council's decision regarding future plans for building have a direct impact on museum programming, and the display of artifacts and archives. If Council decides to invest \$3.8 million to renovate the building, museum programming could continue to be provided out of the building; artifacts could continue to be

Page 3

Appendices

displayed; and archiving could continue after the building renovation. Additional costs on top of the actual renovation would include moving and storing the artifacts in another suitable location during the renovation. After the renovation, continued investment in the building and an asset management reserve account would be required to extend and prepare for the building's life cycle in the future.

If Council decides not to invest in the building, future museum programming, the artifacts, and the future location of the archives would need to be considered. Possible options include moving the museum programming to another building, and relocating, downsizing, and/or distributing the artifacts and archives to other museums/locations. If Council decided to relocate the existing museum contents to another building/location, similar square footage would be required. Below is a summary of the square footage of the current building.

The next section of this report speaks to how the artifacts and archives would be addressed should Council decide to downsize or distribute the artifacts and/or archives to other museums/locations.

Current Museum Size and Use

Floor Level	Approximate Gross Floor Area (sq.ft.)	Use
Third (Attic) Floor	2,100	Museum archive and storage. The bell mechanism is located in the tower, on its own floor level, above the attic ceiling.
Second Floor	2,700	Museum exhibits, archive and one single-occupant unisex washroom.
First (Main) Floor	2,700	Museum exhibits, office, meeting room, one single-occupant unisex washroom, one barrier-free washroom and storage.
Basement	2,050	Museum exhibits, one single-occupant unisex washroom, building services and storage.
Total	9,550	

Artifacts, Archives and Deaccessioning Policies and Procedures

Museums are a service of a community's heritage. As history has shown, they are not a source of revenue and the collection cannot be listed as a municipal asset. To protect their value, a museum must maintain a well-organized, managed and documented collection. Storage and display standards must be met to properly preserve the artifacts.

The following is a summary of the items in the North Huron Museum collection:

1108 Accessions (groups of items donated at the same time)
Objects 6,455
Photos 2,238
Library 30
Archives 3,207
Total items 11,930

The Ministry of Tourism, Culture and Sport has advised that the deaccessioning of artifacts needs to follow a municipally approved policy. Once an artifact is donated to a museum, it becomes part of the public

Page 4

Appendices

collection and is in the care and control of the museum operator. If items in the museum are on-loan for display, they would be returned to their rightful owner and not become part of deaccessioning process.

North Huron has no deaccessioning policy. If Council was to decide to close the building and downsize or distribute the artifacts to other museums or suitable institutions, a policy and procedure for the deaccessioning of the artifacts would need to be prepared and adopted by Council. The policy and procedure document would be developed by staff, in consultation with the Ontario Ministry of Tourism, Culture and Sport, and the Huron County Museum. The policy and procedure document would be used by staff to deaccession the artifacts. Council's role in the process would be to authorize the deaccessioning of the artifacts, and approve the policy as By-law. Questions regarding items not addressed in the policy would be brought to Council for review and a decision. The process to work through the 11,930 items in the North Huron Collection will take a significant amount of staff time. An additional staff resource will be required on a temporary basis (estimate 1 year) to manage the deaccessioning process.

Stakeholders

There are four key stakeholders in the museum, and each will be discussed in greater detail:

- The Barn Dance Museum
- Alice Munro Artifacts and Garden
- The Friends of the Museum
- Township/Community

Barn Dance Museum

The Barn Dance Museum moved to the North Huron Museum basement in 2003 as part of a lease agreement. Prior to this it was located in the Wingham Armories municipal facility. The Barn Dance Museum operates separate from the North Huron Museum and if the building was closed on a permanent basis, the Barn Dance Board would need decide how their artifacts and program would be handled.

The Barn Dance Board is aware of Council's decision to not open the facility in 2018. Staff met with the Chairpersons of the Barn Dance Society Board, and this group was invited to share their thoughts as an attachment to this report.

The Barn Dance Jamboree / Campout Weekend is a very well attended camping event held annually at the Blyth Campground. One of the objectives of this event is to raise funds to support the Barn Dance Museum and the collection. Rent is paid annually to the Museum for use of space in the basement. The rent presently paid is \$4,357 which represents 68% of the 2017 museum revenue budget. Rent for the museum space is collected on July 1 of each year. Since the building is not opening in 2018, it is suggested Council consider reducing or waiving the rent until direction for the North Huron Museum building is provided.

When the museum building has been staffed, visitors have been invited to view the Barn Dance Board's collection. During their Campout fundraising event, the museum is open to visitors. In 2018 the Barn Dance is celebrating 21 years of success as a Campout event. This year's Barn Dance Campout and Jamboree weekend is being held May 24-27, 2018. The Barn Dance Museum will be open on May 25, 2018 for four hours and staffed by Barn Dance Museum volunteers.

Page 5

Appendices

Comments from the Barn Dance Historical Society Museum and Jamboree/Campout Board of Directors are attached to this report for Council's consideration. The Blyth Lions have also submitted a letter of support for the Barn Dance Jamboree/Campout. The Blyth Lions letter is also attached to this report for Council's consideration.

Alice Munro Artifacts

In recent times, a report titled "Alice Munro Feasibility Study: Final Report" was written as part of the Alice Munro Partnership Group. The report suggested a standalone facility for an Alice Munro Museum was unwise because of capital and operating costs that would be imposed. There is a small space in the North Huron Museum dedicated to Alice Munro. If Council decides not to invest \$3.8 million in the building, it is suggested Council direct staff to consult with the Alice Munro Festival committee for ideas on future plans for the Alice Munro artifacts.

Alice Munro Garden

The Alice Munro Garden is located on the south side of the North Huron Museum building property. If Council decided not to invest in the building, future discussions would be needed regarding the Alice Munro garden. One option would be for the garden to be severed from the museum property to maintain its status at its current location. A second option is to move the garden to another location.

Friends of the Museum Volunteers

This group of volunteers was formed in 2009 and disbanded in 2017. They were an active group supporting the museum programming with staff support. As a past museum stakeholder, this group has submitted comments for Council's consideration. The comments are attached to this report for Council's review.

The Township/Community

North Huron Museum as a Tool for Economic Development - Tourism

It is often stated that community museums are an economic development driver for municipalities. Staff agree that community museums can be a tourism draw and build economic development opportunities. However, the North Huron Museum has been operating as a seasonal service with minimal marketing and programming activities. Staff have learned through the preparation of this report that museums of today are interactive, and offer temporary exhibits to draw repeat visitors. They offer special events and programming to draw regular visitors to the museum.

North Huron's museum programming has been minimal compared to other museums in the area. Examples include the Huron County Museum and the Strathroy-Caradoc Museum. The Strathroy-Caradoc and North Huron Museums are categorized as a small museums while the Huron County Museum is categorized as a medium sized museum.

Below is a table outlining the attendance records of the North Huron Museum in 2017. The museum was open to the public from May to August (4 months) and staffed by one summer student. Also below are the visitation numbers and staffing for the Strathroy-Caradoc Museum and the Huron County Museum. Both the Strathroy-Caradoc and the Huron County Museum offer interactive and roving themed displays, outreach programs and special events and programming to attract regular visitors.

Page 6

Appendices

North Huron Museum Attendance Records (May to August, 2017)

- One Summer Student

	Total
Adults	260
Kids	32
Volunteers	29
Barn Dance Volunteers	9
Alice Munro Volunteers	28

Grand Total: 358

Strathroy-Caradoc Museum

- Full time permanent staff – 2

Strathroy-Caradoc Museum Museum Visits	18,687
Total volunteer hours	764
Tours and Special Events	42
Exhibits and Displays	28

Huron County Museum Attendance Records (January to December, 2017)

- Full time permanent staff – 8
- Part time, permanent staff – 2
- Students – full time, summer students – 5 or 6 depending on funding
- Students – part time, summer students – 2
- Students – part time (winter) - 3

Huron County Museum	22,146
Huron Historic Gaol	14,844

Museum Programming

A well operated museum has strengths and strategies in the areas of visitor service, marketing and communications, membership, volunteer management, event planning, and sponsorships. To attract a significant number of regular visitors to the North Huron Museum, these areas would require a significant investment of staff and volunteers. The 2012 Strategic Plan Report from Huron County Museum states that the industry standard for staff costs is between 50%-60% of the total operating budget. For Huron County the staffing cost in 2012 was \$535,116 which represented 45% of the overall

Page 7

Appendices

operating expenditure budget of \$1,183,356. Staff suggest the commitment to programming and staffing at the North Huron Museum is reflective of the number of visits.

Provincial Funding

In Ontario, Museums operate under the authority of the Ontario Ministry of Tourism, Culture and Sport. Community museums in Ontario are custodians and interpreters of the provinces' irreplaceable heritage collections. There are approximately 185 community museums in Ontario which receive provincial operating grants. To maintain their eligibility for the grants, the community museums must satisfy criteria established in Regulation 877 "Grants for Museums".

The North Huron museum does not satisfy the criteria established in Regulation 877 and for this reason, has not received provincial funding for the past 10 years. In order for the museum to receive operating funding, the standards for community museums in Ontario must be met. To meet these standards, North Huron would need to develop a set of standards, planning, policies, operating standards, and guidelines for the museum. This would require additional operating funds to acquire the necessary staff and resources to meet the criteria. It is also noteworthy that at the present time the province is not accepting new applications for the Community Museum Operating Grant Program. For this reason, if the North Huron Museum did satisfy the criteria established in Regulation 877, there would be no guarantee North Huron would receive provincial funding.

Huron County operates a well-staffed, well organized, strategically planned museum program and facilities for all of Huron County. The mission of the Huron County Museum and Historic Gaol is to engage the Huron County community in preserving, sharing and celebrating Huron County culture. The North Huron Museum operates independent of the Huron County Museum, however, the Huron County Museum does provide some support in the form of managing the artifact cataloging software. In speaking with the Huron County Museum staff, they are not interested in taking over or operating the North Huron Museum program or building for North Huron.

Municipally operated museums are part of the larger municipal task of improving the lives of local citizens. The challenge for museums, in a municipal governance structure, is that they provide a non-legislated "soft" service that competes with "hard" and legally mandated municipal tasks. Over time, the North Huron Museum building and programming has deteriorated as a result of increased demands of limited financial resources. Past Councils have been forced to make difficult financial decisions with respect to the North Huron museum building and operations. To reverse this pattern, a significant commitment of financial and staff resources on an ongoing basis would be required. As a result of the recent facility assessment, Council needs to make some decisions regarding the future of the building and the program. The building is operable now, but most of the infrastructure of the building is at its life cycle end, and a major renovation is needed in order to maintain status quo for the programming. A significant programming and operating investment is also required to meet Ontario Standards for operating a museum and there is no guarantee North Huron would receive grants or create the economic benefit as a tourism draw for the community.

Appendices

North Huron Museum Establishment of Museum Board and Volunteers

To help Council understand the formation of this museum, the following is background on when the museum was established. Below is the history of the inception and changes in museum programming over time.

In 1976 the Town of Wingham adopted By Law 1586 to establish a Board of Management to operate a museum. The Regulation was made under the Ministry of Colleges and Universities Act 1971 Grants for museums, authorizing a Board of Management to operate a museum on its behalf.

In 2001 the Town of Wingham amalgamated to become the Township of North Huron. A North Huron By-Law 31-2001 was adopted to appoint a Board of Management to operate a Museum in the Township of North Huron. At this time the museum building main floor, basement and yard was used to operate a Nursery School, and the museum was in the upstairs of the building.

In December 2002 the basement of the museum was leased to the Barn Dance Museum. This lease was most recently renewed with By-Law 28-2015 and ends on April 20th, 2020.

In 2003, North Huron adopted by-law 23-2003, that adjusted the composition of the Board and at this point in time, the Nursery School had moved out of the main floor, basement and yard. The museum had expanded to the entire building and the basement was rented by the Barn Dance Museum.

In 2007 North Huron council adopted By Law 06-2007 repealing by-law 23-2003 as a result of the disbandment of the North Huron Museum Board. The operations of the museum were downsized from having a full time curator to operating as a seasonal museum with a summer student.

Since 2007, the Museum Program has operated under the Clerk's department for the Township of North Huron. An active group of volunteers were involved in the programming, however in 2017 that group of volunteers disbanded. At times and since this group's disbandment, volunteers have assisted with operations, but not as a formal group. There continue to be two active volunteers assisting with cataloging of artifacts and archives.

FINANCIAL IMPACT

The Building

At the start of 2017 there was \$16,300 in North Huron Working Reserves Funds allocated to the North Huron Museum. In the 2017 budget \$15,000 of this was allocated toward the facility condition assessment. The expense to date for Part A of the study was \$7,892.15. This leaves approximately \$8,400 in museum reserves for further studies or for a renovation project.

The cost to renovate the Museum Building is estimated at \$3,870,500. This would equate to a \$265,000 debt repayment annually for the municipality over 20 years.

Moving the program to another location and upgrading the programming to meet the standards for community museums in Ontario, and to establish the museum as a tourist destination making an impact on economic development would require additional expenses.

Appendices

- If moving - purchase or rent of 9,000 SF facility (for similar size operation)
- If moving – cost of moving artifacts and set up of displays in new location.
- Staffing for full time operation, meeting standards for provincial funding, and drawing tourism to impact economic development. (Huron County budget for staffing in 2012 was \$535,116.)
- Improved storage containment of artifacts
- Improved climate control for stored artifacts/archives
- Programming, marketing, and volunteer support budget
- Facility costs including utilities, cleaning, maintenance, service contracts etc.

North Huron Museum Operating Budget

<u>Item</u>	<u>2016 Actual</u>	<u>2017 Actual</u>
Revenue	7,289.25	6,387.52
Operating Expenses	12,417.75	9,240.30
Building Expenses	20,912.79	23,178.29
Museum Deficit	(26,041.29)	(26,031.07)

This operating budget does not include the building facility condition assessment study or depreciation.

If Council were to decide to close the museum permanently; dispose of the asset; and discontinue programming, there would potentially be a cost savings of approximately \$30,000 annually on the municipal budget, beginning in 2020.

FUTURE CONSIDERATIONS

Staff are seeking Council direction for next steps. The first decision for Council is whether the building will be renovated, making it viable to operate as a museum. This decision impacts the future of the programming which could be discontinued, or moved to a location of similar size with appropriate accessibility and HVAC requirements, or downsized to a smaller location with appropriate accessibility and HVAC requirements. There currently is no municipal building available to move the program. Moving the program would require purchasing or renting new space. To make an impact on economic development and to operate a successful museum by Ontario Museum standards, a significant investment in staffing and programming budget is required.

Summary of decisions for Council under the four components outlined at the start of this presentation, and the approximate order for making these decisions:

1. The Building;
 - Decision to renovate the building at a cost of \$3.8M
2. Programming, Artifacts, Archives:
 - Decision whether to discontinue the programming or move to a new location
 - Decision whether to invest in programming staffing and resources
 - Create and approve a deaccessioning policy
 - Decision whether to deaccession the artifacts and archives
 - Decision whether to keep artifacts and improve storage conditions
 -

Page 10

Appendices

3. Barn Dance Museum:
 - Decision to waive or reduce rent until Council has clear direction for the Museum
 - Decision whether to discontinue the lease agreement permanently
4. Alice Munro artifacts and garden.
 - Decision on future of the Alice Munro exhibit
 - Decision on whether to sever or relocate the Alice Munro garden

RELATIONSHIP TO STRATEGIC PLAN

Our administration is fiscally responsible and strives for operational excellence.



Pat Newson, Director of Recreation and Facilities



Dwayne Evans, CAO

Appendix 10

Barn Dance Historical Society - Letter



Barn Dance Historical Society

P. O. Box 68,
Wingham, Ontario N0G 2W0
Phone: (519) 530-8000
web site: www.thebardance.ca

June 7, 2021

Joan Van der Meer
Wingham Museum Committee

It is our understanding that the North Huron Museum Committee is still considering the move of the North Huron Museum to the former train station. We fully support this move.

The Barn Dance Historical Society has not met since the beginning of COVID 19. Prior to that, we were attempting to return museum items that were on loan to their original owners.

The artifacts located in the Barn Dance Museum that belong to the Barn Dance Historical Society could be donated to the North Huron Museum once the Board of Directors can meet and approve of such a transition.

We would be willing to donate the display cabinets to the North Huron Museum for display of the Barn Dance Historical Society artifacts. Any surplus display cabinets could be used by the North Huron Museum.

Final decisions will be made on the transition once Council approves the move of the museum.

Yours truly

Ruth Baxter
President

North Huron Museum Committee Report



*Proposal to relocate and reopen the North Museum
in the Historic CNR Train Station
with a Visitor Information Centre*

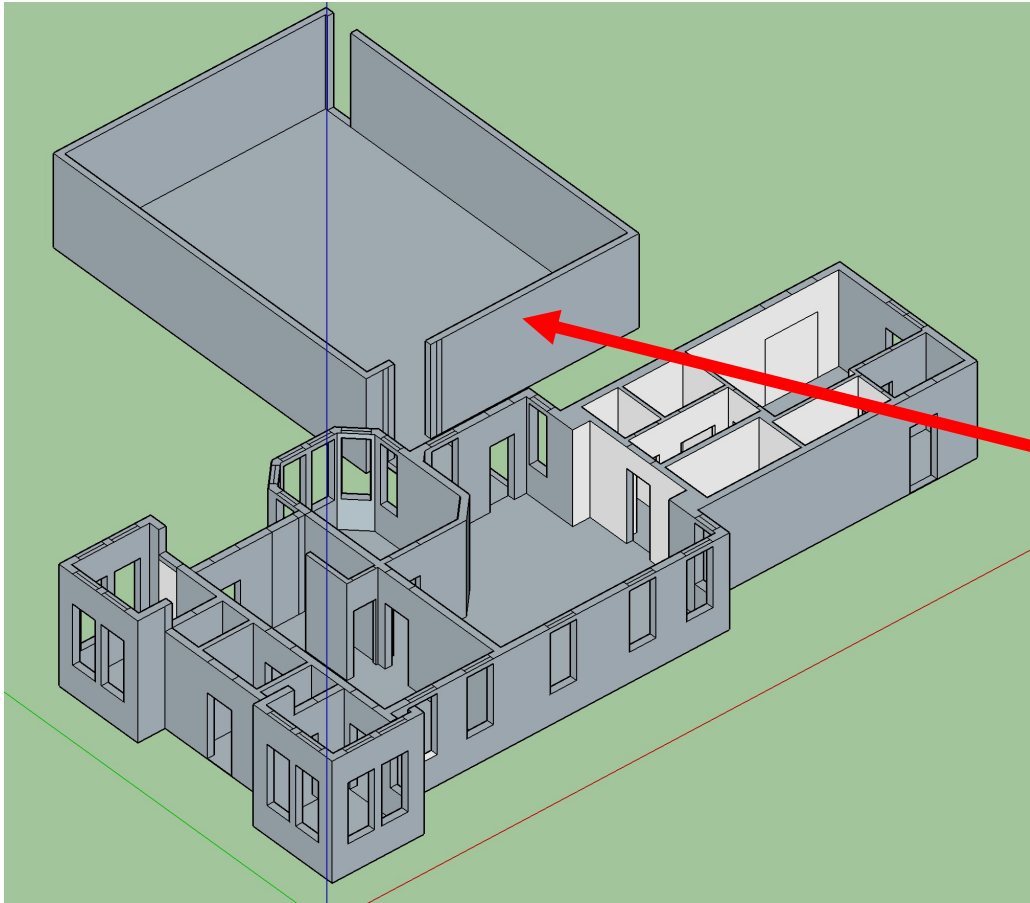
North Huron Museum Committee Report



North Huron Museum Committee Report



North Huron Museum Committee Report



Building addition for Archives Storage

North Huron Museum Committee Report



Archives Storage Shelving

North Huron Museum Committee Report

Fund Raising Goal

Estimated Budget for moving the artifacts to the train station, organizing and cataloguing their new location	\$177,250
Estimated Budget for Deaccessioning the artifacts (this cost would be North Huron's responsibility if the museum is permanently closed)	\$139,175
Increased cost for moving the artifacts to be added to the Fund Raising goal	\$38,075
Estimated Budget for preparing the train station to be the new location for the NH Museum	\$300,000
Total Fund Raising Goal for the North Huron Museum	\$338,075

North Huron Museum Committee Report



*Proposal to relocate and reopen the North Museum
in the Historic CNR Train Station
with a Visitor Information Centre*



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-26

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Carson Lamb, Clerk
DATE: 18/10/2021
SUBJECT: CL-2021-26 Temporary Suspension of Town Hall Public Meeting Requirement
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report from the Clerk dated October 18, 2021, regarding the Temporary Suspension of the Town Hall Public Meeting Requirement, for information purposes;

AND FURTHER, THAT 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

As set out in Section 5.11 in the Township of North Huron Procedure By-law, Council 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 continued need to discourage large groupings of people wherever possible because of COVID-19, it is staff's recommendation that for 2021, Council agree to temporarily suspend the requirement to hold a minimum of one (1) Town Hall Public Meeting.

DISCUSSION

In 2020, and as a result of the COVID-19 pandemic, Council agreed 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. As part of this discussion, it was noted that this would be re-evaluated for 2021.

While the Town Hall Theatre currently allows 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. At this time, the current capacity limit for the Town Hall Theatre is 50 patrons and this capacity limit is inclusive of staff and Council. It is still essential that North Huron undertakes every precaution possible to keep capacity numbers low, and due to this, it is staff's recommendation that a Town Hall Public Meeting not occur in 2021. This could be re-evaluated for 2022.

FINANCIAL IMPACT

None at this time.

FUTURE CONSIDERATIONS

The temporary suspension of requirement to hold a yearly How Hall Public Meeting will be re-evaluated for 2022 based on the COVID-19 environment.

RELATIONSHIP TO STRATEGIC PLAN

As this report stems from the Section 5.11 requirement under the Procedure by-law, 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. 2021-17

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Vicky Luttenberger, Director Recreation and Community Services
DATE: 18/10/2021
SUBJECT: RC-2021-17 Staffing Level and Facility Operations
ATTACHMENTS: None

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Director of Recreation and Community Services, dated October 18, 2021, regarding the staffing levels at the recreational facilities for information purposes;

AND FURTHER, THAT Council approves Option “X” to be implemented for the operation of recreation facilities beginning on October 31, 2021.

EXECUTIVE SUMMARY

On August 13, 2021 and September 7, 2021 staff presented reports to Council with respect to a developing staff shortage issue. As indicated in Report-RC-2021-15, which was presented on September 7th, the operational staffing level at the Blyth and District Community Centre and the North Huron Westcast Complex were at a critical level, and attempts to recruit additional part-time and/or full-time seasonal staff had been unsuccessful. To address the situation, Council authorized staff to proceed with hiring an additional full-time Facility Operator II and to transition a part-time Facility Operator II position to a full-time position. The recruitment initiatives are currently underway.

During this timeframe, the Ontario government implemented new restrictions for high-risk public settings including indoor recreational facilities. The new restriction, which came into effect on September 22, 2021, requires individuals entering high risk settings to be fully vaccinated (have received two doses of the COVID-19 vaccine plus 14 days) prior to entering high risk settings. At the time of implementation, recreation staff, contractors, sub-contractors, etc. were exempt.

On October 6, 2021, several Health Units in southern Ontario, including Huron Perth Public Health announced that additional restrictions were being put in place to assist in addressing the rising number of COVID-19 cases in the area. Staff understand the new restrictions require recreation staff, contractors, sub-contractors, etc. to be fully vaccinated in order to access recreational facilities. The new restriction comes into effect on October 31, 2021.

The newly mandated vaccination requirement will have a negative effect on the staffing level of North Huron recreational facilities. The information contained in this report provides an overview of the situation as well as options for Council to consider. Staff are seeking Council direction on the operation of facilities.

DISCUSSION

On October 6, 2021, the Huron Perth Public Health Unit introduced requirement for the mandatory vaccination of employees, contractors, subcontractors, etc. entering recreational facilities. The mandatory vaccination requirement comes into effect on October 31, 2021. Staff have been made aware of this new requirement.

As previously mentioned, the mandatory vaccination requirement will have a negative effect on facility operations. The mandatory vaccination requirement will result in 50% reduction in our operational staffing level. As a result, the municipality will not be able to operate both facilities for the remainder of the ice season.

To assist Council in the decision making process, staff have compiled a list of options for Council's consideration. The impact of each option has also been provided:

Option 1: Consolidate staffing and facility operations to the Blyth and District Community Centre until the mandatory vaccination requirement is lifted

- Fully vaccinated operational staff (2-3) would be transferred to the Blyth facility to allow for the facility to continue renting ice
- NHWCC ice rentals would have to be cancelled. This would affect the following groups: Wingham Minor Hockey, Wingham Skating Club, the Ironmen Junior C Hockey Club, and the local adult recreational hockey teams
- All programming at the NHWCC would have to be cancelled including: drop-in ice programs, public skating, learn to swim classes, AquaFit, public swimming, martial arts, recreational programs, fitness classes, use of the fitness centre and meeting room space.
- Full-time and part-time staff lay-offs would be required
- This option would negatively affect the physical and mental well-being of our community

Option 2: Consolidate staffing and facility operations to the North Huron Westcast Complex

- This option would allow the Township to continue to provide a full complement of recreational services: ice rentals, drop-in ice programs, public skating, learn to swim classes, AquaFit, public swimming, recreational programs, fitness classes, use of the fitness centre and meeting room space.
- Ice rentals for the following groups would have to be cancelled: Blyth-Brussels Minor Hockey, Blyth Skating Club, Adult & Junior Broomball, Goderich Ringette, Goderich Men's League and Huron Heat.
- There is no Township programming being offered at the facility
- There are no bookings for the Blyth Hall
- Stay lay-offs would not be required
- Fully vaccinated operational staff (1) would be transferred to the North Huron Westcast Complex

Option 3: Reduce hours of operation and program offerings at one facility or both facilities to reflect current staffing level

- Reduced hours of operation would allow for continued operation of both facilities but at a much lower capacity. It should be noted both facilities are already operating at reduced capacity due to the staff shortage issue. New bookings are no longer being accepted.
- North Huron currently employs four part-time operators and four full-time operators. A minimum of three operators are needed in Blyth and a minimum of five operators are required in Wingham. The recreational facilities are operating with minimum staff. To address times of vacation and sickness, more part-time operators are needed.
- The ice rental groups at both facilities would be impacted as reduced hours of operation would result in the cancellation of ice time
- The hours of operation of the pool and fitness centre would also be impacted
- Programming would have to be reduced and/or cancelled to reflect operational staff hours. This would be done at a time when we just starting to rebuild our programming and client base after 18 months of COVID closures and restrictions.
- Staff lay-offs would be required
- This option would have a negative impact on the physical and mental well-being of our community

Option 4: Close both facilities

- This would negatively affect all ice user groups, aquatic, fitness and recreation program participants.
- Both full-time and part-time staff would be laid off
- This option would have a negative impact on the physical and mental well-being of our community

FINANCIAL IMPACT

Each of the options presented will have a financial impact on the 2021 budget. All of the options will produce a cost savings in terms of operational costs. The amount of savings will depend on the option selected by Council.

FUTURE CONSIDERATIONS

The options presented in this report are based on the current restrictions required due to the COVID-19 pandemic. At this time, it is unknown how long we will be operating under the COVID-19 restrictions. The municipality has implemented all of the COVID-19 restrictions required by the Province and Health Unit to reduce the spread of the virus. These restrictions, such as screening patrons, checking vaccinations and operating at reduced capacities has had a financial impact on the operating budget. Over the next few years, the Township will need to focus on increasing the use of recreational facilities and rebuilding its client base in order to reduce the cost to taxpayers.

RELATIONSHIP TO STRATEGIC PLAN

The recommendation contained in this report is related to Goal #5: Services of the Township's Strategic Plan:

“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.”



Vicky Luttenberger, Director of
Recreation & Community Services



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-31

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 18/10/2021
SUBJECT: PW-2021-31 CAZ - Landfill Offsite Monitoring Requirement
ATTACHMENTS: Access and Monitoring Agreement – Dawson, staff report PW2018-04

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report of the Director of Public Works and Facilities, dated October 18, 2021 regarding the Contamination Attenuation Zone (CAZ) pertaining to offsite landfill groundwater monitoring, for information;

AND FURTHER, THAT Council authorizes staff to proceed with more drilling, sampling and testing on the property located at 39601 Reid Road, Lot 39, Concession 12, in the East Wawanosh Ward;

AND FURTHER, THAT Council directs the Director of Finance to make the necessary adjustment to the 2021 budget to complete the required environmental project.

EXECUTIVE SUMMARY

As previously reported in staff report PW2018-04 (attached), there are stringent monitoring and reporting requirements associated with the North Huron Landfill Site. These requirements, as outlined in the site Environmental Compliance Approval (ECA), include monitoring of groundwater in numerous locations around the perimeter of the site.

Samples taken for analysis during the 2012 to 2015 reporting period revealed parameters that were outside of the Ministry of the Environment and Climate Change (MOECC) reasonable use guideline (RUG) limits. Additional wells were installed on the opposite side of Reid Road in March of 2016. Samples taken from these wells confirmed that the landfill leachate was impacting the groundwater off-site.

In 2018 and on behalf of the Township, RJ Burnside & Associates recommended a course of action to the Ministry of Environment, Climate Change and Parks. The Ministry agreed with the recommended course of action. The course of action included signing an agreement with the owner of 39601 Reid Road, Lot 39, Conc 12 to allow monitoring wells to be installed on their property. A signed of the agreement is attached for Council's reference.

Due to the test results of the new well installed at 39601 Reid Road, a larger radius of monitoring has been identified. RJ Burnside & Associates recommended and the Ministry agreed more monitoring wells need to be installed. The purpose of this report is to seek Council's authorization to proceed with more drilling, sampling and testing on the property located at 39601 Reid Road, Lot 39, Concession 12, in the East Wawanosh Ward.

DISCUSSION

RJ Burnside is prepared to commission the installation of the additional sampling wells with a plan to have them installed by the end of 2021. These new wells will be sampled in the spring 2022 and included into the overall monitoring program. Numerous sets of samples will be collected in the future to establish the limit of the CAZ.

The establishment of the CAZ will provide consultants and staff with the necessary information to establish the affected area and move forward with determining next steps. From the report provided in 2018, the end goal of this program is to either:

1. Commence the process of negotiation with the property owner for water rights, and;
2. Enter into discussion with the MOECP with the intention of adding the impacted area into the existing Landfill ECA.

The property owner was approached and asked for permission by staff on September 28th for the additional well locations. Mr. William Arnold and Mrs. Connie Dawson were supportive of the new wells and agreed to allow the consultants and drillers onto their property provided no crops are damaged during the work.

Staff will continue to provide Council with further information as it becomes available. The additional data collected will be used to establish a clear plan forward for future years.

FINANCIAL IMPACT

This issue will have direct impact on the current budget, and future operating years. The anticipated cost for the installation of four monitoring wells and associated investigation is approximately \$40,000. Staff recommend these funds be taken out of the landfill reserves. There is currently \$50,000 in the landfill reserves for the CAZ program. Monitoring costs associated with the North Huron Landfill site are incorporated into the operating portion of the budget and will continue on an annual basis.

FUTURE CONSIDERATIONS

In the event that it is determined that the influence of the landfill on groundwater quality extends beyond the proposed well sites, additional costs associated with establishment of CAZ boundaries will be incurred. Once the CAZ is determined and approved by the MOECC, there will be costs incurred by the Township associated with the purchase of either groundwater rights or land.

RELATIONSHIP TO STRATEGIC PLAN

The project relates to **Goal No. 4** to be a municipality with well-maintained and thoughtfully planned infrastructure.



Jamie McCarthy, Director of Public Works



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No.

REPORT TO: Reeve Vincent and Members of Council
PREPARED BY: Sean McGhee
DATE: 05/02/2018
SUBJECT: Wingham Landfill Offsite CAZ Investigation
ATTACHMENTS: Wingham Landfill Monitoring Well Map, Proposed Monitoring Well Locations

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receive the report of the Director of Public Works, dated February 5, 2018 regarding offsite contamination investigation at the Wingham Landfill for information purposes;

EXECUTIVE SUMMARY

There are stringent monitoring and reporting requirements associated with the Wingham Landfill Site. These requirements, as outlined in the site Environmental Compliance Approval (ECA), include monitoring of groundwater in numerous locations around the perimeter of the site.

Samples taken for analysis during the 2012 to 2015 reporting period revealed parameters that were outside of the Ministry of the Environment and Climate Change (MOECC) reasonable use guideline (RUG) limits. This included Dissolved Organic Carbon, Arsenic, Iron, and Manganese. The monitoring wells that are showing impact from the landfill are along Reid Road and are indicative of a northeast groundwater flow direction.

Additional wells were installed on the opposite side of Reid Road in March of 2016. Samples taken from these wells confirmed that the landfill leachate is impacting the groundwater off-site. A letter from RJ Burnside outlining these issues and identifying proposed courses of action was sent to the Township of North Huron on May 31, 2017. The letter, which was forwarded to the MOECC, recommended the following:

1. Request approval of the adjacent property owner for access to the property for the purpose of installing three monitoring wells. These monitoring wells, which are identified on the attached aerial photograph, are critical in determining the extent and direction of the off-site influence.
2. Continue sampling with the intent of determining the limit of the Contamination Attenuation Zone (CAZ);
3. Once the limit of the CAZ is determined, commence with the process of negotiation with the property owner for water rights, and;
4. Enter into discussion with the MOECC with the intention of adding the impacted area into the existing Landfill ECA.

Correspondence was received from the MOECC in August of 2017 acknowledging receipt of the letter from RJ Burnside. Ministry Hydrogeologists concurred with the recommended course of action, including the installation of the monitoring wells.

DISCUSSION

RJ Burnside is prepared to commission the installation of the sampling wells with the intention of including a spring 2018 sampling of the new sites into the overall monitoring program. Numerous sets of samples will be collected over the coming months in order to confirm the need for and establish the limit of the Contamination Attenuation Zone (CAZ).

Following discussion with Council, the property owner, Constance Isabelle Dawson, will be approached in order to secure permission to install the wells and monitor the groundwater quality on the proposed property.

Further information with regard to groundwater quality and the establishment of a proposed CAZ will be brought forward to Council as it becomes available.

FINANCIAL IMPACT

This issue will have direct impact on the operating budget in 2018 and future operating years. The anticipated cost for the installation of the three monitoring wells and associated investigation is approximately \$26,000.⁰⁰ and has been included in the draft 2018 Budget. Monitoring costs associated with the Wingham Landfill are budgeted at \$22,800.⁰⁰ and will continue annually.

Once the CAZ is determined and approved by the MOECC, there will be costs incurred by the Township associated with the purchase of either groundwater rights or land.

In the event that it is determined that the influence of the landfill on groundwater quality extends beyond the proposed well sites, additional costs associated with establishment of CAZ boundaries will be incurred.

FUTURE CONSIDERATIONS

Discussion and negotiation with Property Owners will be required once the CAZ is identified and approved by the MOECC.

RELATIONSHIP TO STRATEGIC PLAN

This project relates to **Goal No. 4** of the Strategic Plan in that the administration is fiscally responsible and strives for operational excellence, and **Goal No. 5** in that our natural environment is valued and protected.



Sean McGhee, Director of Public Works

Dwayne Evans, CAO

ACCESS AND MONITORING AGREEMENT

BETWEEN:

THE TOWNSHIP OF NORTH HURON
(the "Township")

AND:

William Arnold Dawson
(the "Landowner")

REGARDING A LANDFILL SITE LOCATED AT:

39601 Reid Road
Lot 39, Concession 12, East Wawanosh Ward
Township of North Huron, County of Huron
(the "Landfill Site")

AND REGARDING PROPERTIES LOCATED AT:

Concession 13, S Part Lot 39
Township of North Huron, County of Huron
Assessment Roll # 405058001302300
(the "Property")

WHEREAS the Township is responsible for properly maintaining and monitoring the Landfill Site and needs to access the Property for the purpose of groundwater monitoring;

The Township and the Landowner agree as follows:

1. The Landowner will permit the Township and its consultants to access the Property for the purpose of undertaking groundwater investigations and installing and monitoring groundwater wells. The Township and its consultants will consult with the Landowner about the location of the wells and will make all reasonable efforts to avoid any disruption of farming operations.
2. Access and entry onto the Property and the performance of any work by the Township or its consultant will not constitute a trespass on the Property.
3. The Township will be responsible for repairing any physical damage caused to the Property as a result of its groundwater investigations and monitoring activities.
4. The Township will indemnify and save harmless the Landowner from and against any claims made against the Landowner in relation to the groundwater investigations and the monitoring activities.


DATED this 17th day of June, 2020.

THE TOWNSHIP OF NORTH HURON

Per: 
Reeve, Bernie Bailey

Per: 
Clerk, Carson Lamb

LANDOWNER

Per: 
William Arnold Dawson



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-33

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 18/10/2021
SUBJECT: PW-2021-33 FoodCycler Municipal Solutions
ATTACHMENTS: FoodCycler™ presentation

RECOMMENDATION:

THAT the Council of the Township of North Huron hereby receives the report prepared by the Director of Public Works and Facilities, dated October 18, 2021 regarding FoodCycler Municipal Solutions for information;

AND FURTHER, THAT Council agrees not to participate in the pilot project between FoodCycler Municipal Solutions and the Township of North Huron until further investigations from FoodCycler Municipal Solutions is provided.

EXECUTIVE SUMMARY

At the regular meeting of Council on July 19th, 2021, Christina Zardo and Alex Hayman from Food Cycle Science Corporation - FoodCycler™ Municipal Solutions, appeared as delegation to Council. Foodcycler Municipal Solutions is a Canadian company based out of Ottawa, ON. This program turns organic and food waste into compost, therefore reduces the amount of waste being delivered to the Township's landfill site. After the delegation the following motion was passed:

M253/21

MOVED BY: T. Seip

SECONDED BY: A. van Hittersum

THAT the Council of the Township of North Huron hereby directs staff to prepare a report with a recommendation regarding the Township's participation in the Q4 municipal cyler solution pilot program.

CARRIED (7 to 0)

As directed by the Council, staff have investigated the FoodCycler™ Municipal Solutions' program and recommends the Township not to participate in the program at this time. North Huron's cost to participate in this 12-week program is approximately \$27,000 with the opportunity to offset this cost through the sale of these units to residents. Staff recommend that further investigation and surveys need to be completed to determine how many residents would be interested in purchasing this type of units for their home. The Township has a population of approximately 5,000 residents who have full access to the North Huron Landfill site. Many surrounding municipalities have a green bin program, or organic waste program in place. Due to the size of the Township and the lack of a provincial mandate to have a green bin program, it is recommended additional research be undertaken to investigate different ways for residents to compost food and organic waste.

DISCUSSION

To participate in this pilot program, Council's endorsement of the program model is required. Staff agree that introducing the FoodCycler™ Municipal Solutions' program should result in an increase to the landfill life expectancy. This assumption is based on the interest of residents to purchase a unit and actively participate in the program. If this was to occur, the estimated volume of waste delivered to the landfill would decrease by approximately fifty (50%) percent.

Typically, 25-50 percent of all household waste is organic and 60 per cent of all food waste is avoidable. Landfilled organic waste produces methane gas, which is twenty-five times more harmful than carbon dioxide. Waste collection is overwhelmingly perceived as a government issue and there are little to no incentives or funding available for waste services. To encourage less waste being delivered to the landfill, the price of bag tags could be adjusted. An adjustment to the bag tag system could also encourage illegal dumping. The Environmental Compliance Assessment indicates the North Huron Landfill site has approximately fifty-five (55) operating years remaining.

Below is some additional information staff obtained during their investigation of the FoodCycler Municipal Solutions' program:

- Warranty: 1-year standard manufacturer's warranty starting on date of delivery of all FoodCycler™ units to the Township of North Huron. The manufacturer will repair or replace any defects during that time. Extended warranties may be purchased at an additional cost.
- Buyback clause: FoodCycler will buyback any unsold units after a period of 1 year from the delivery date. All units must be in new and unopened condition.
- The municipality is responsible for all return shipping costs to the warehouse in Cornwall, ON plus a \$25/unit re-stocking fee.

As noted above, it is unknown at this time whether residents are interested in purchasing and actively participating in this program. The recommended sale price is \$150 per unit. Other considerations are the staff time to undertake surveys and track weekly usage by residents. It is also unknown how much staff time would be involved to administer this program and satisfy reporting requirements for a 12 week program. As reported during the delegation:

- The trial / survey period will be for 12 weeks starting on a date mutually agreed with the municipal partner.
- Residents will be asked to track weekly usage of the FoodCycler during each week of the trial.
- At the end of the 12 weeks, residents must report their usage and answer a number of survey questions. Survey is to be provided by FoodCycler / Impact Canada and approved by the municipal partner.
- The survey is to be administered by the municipal partner and all survey results are to be shared with FoodCycler / Impact Canada. The municipal partner is responsible for data collection and ensuring all personal information of participants is removed from any data ahead of sharing with FoodCycler / Impact Canada.

- FoodCycler will provide several prizes to residents as an incentive to complete the survey and will be responsible for shipping these prizes directly to residents. Estimated value \$200.
- A report must be prepared and delivered to FoodCycler / Impact Canada no later than 6 weeks following the completion of tracking summarizing program performance including waste diversion, potential for expansion, and other factors deemed relevant by the municipal partner.

As noted above, it is unknown at this time as to how many residents would be interested in purchasing this type of unit and actively participating in this program. Many surrounding municipalities have a green bin program, or organic waste program in place. Action item 6.6 of the Township's Strategic Plan is to explore the possibility of a Township Environmental Advisory Committee. It is suggested this is the type of research and projects an Environmental Advisory Committee could undertake.

FINANCIAL IMPACT

Pricing and Financial Terms: 100 Households, a pilot program with 100 participating residents is proposed based on financial contributions as follows:

Item	Cost
Retail Price	\$50,000
Less discount and Impact Canada Funds	(\$25,000)
Less Residential Purchase	Variable and not included
100 Unit Cost to North Huron	\$10,000
Shipping Cost Estimate	\$2,000
Total Cost to North Huron	\$27,000

The total invoice to the Township of North Huron will be \$27,000 + HST, and it is understood the Township would be responsible for selling each unit to participating residents. During staff's research, there was no mention of which organization would be responsible for educating and marketing the unit to residents. Staff time to complete this has not been incorporated into the financial figures provided above.

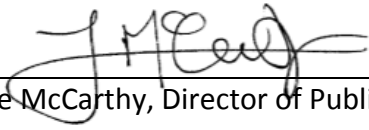
The suggested retail price for these units is \$150 per unit. The shipping costs for the return of unsold units would be the responsibility of the Township plus a \$25/unit re-stocking fee.

FUTURE CONSIDERATIONS

Depending the outcome and results of the pilot program, there may be an opportunity to re-visit this program at a later date and consider a longer-term agreement. If this was to occur, this will be a new service offered to North Huron residents.

RELATIONSHIP TO STRATEGIC PLAN

This specific strategic goal was not outlined, it would relate closely to the Goal Council set to protect our natural environment, reduce greenhouse gas emissions and support a healthy ecosystem.

A handwritten signature in black ink, appearing to read 'J. McCarthy', written over a horizontal line.

Jamie McCarthy, Director of Public Works

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

Dwayne Evans, Chief Administrative Officer



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

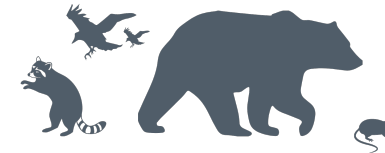
ENVIRONMENT

- 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

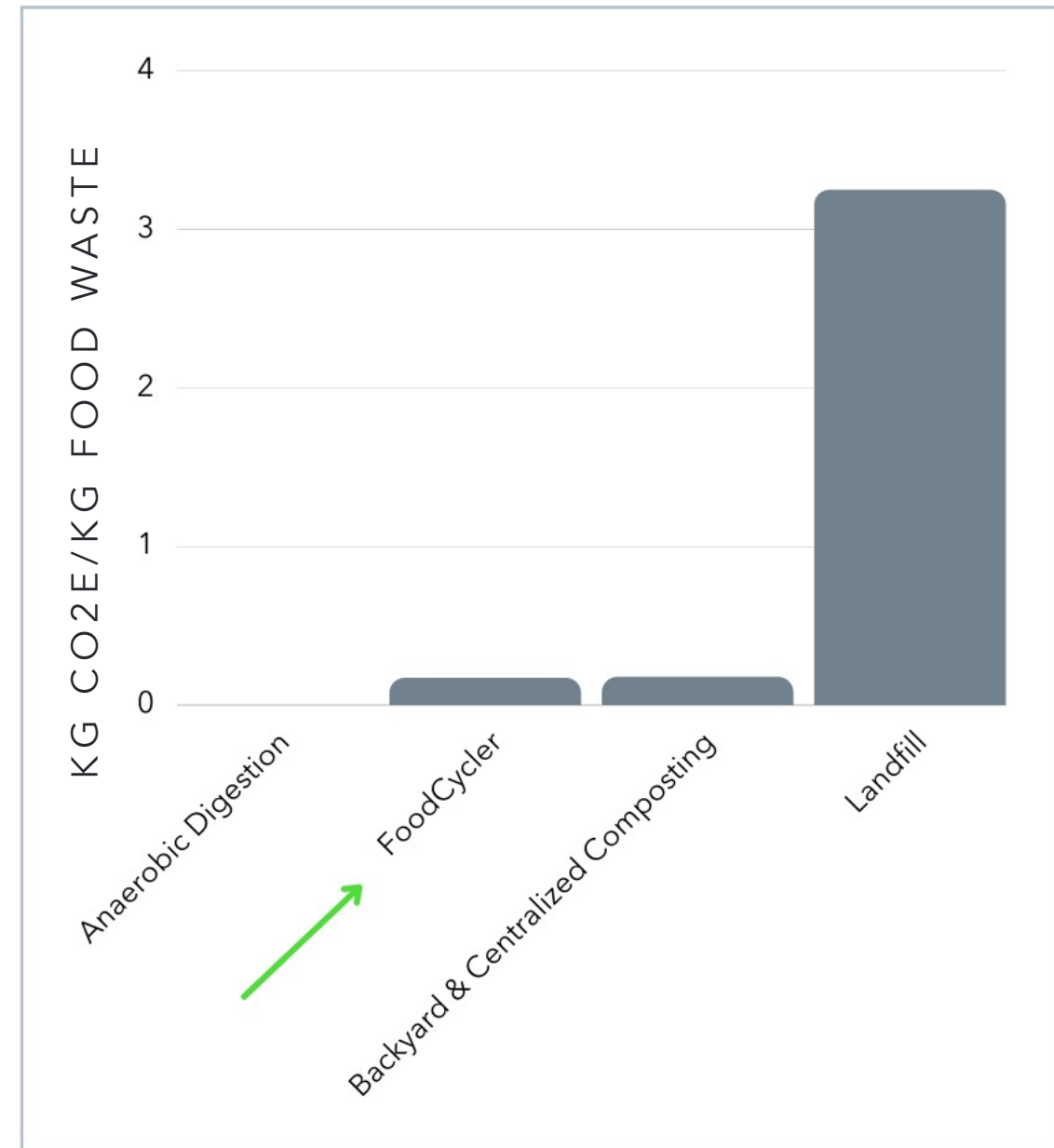
ENVIRONMENT

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

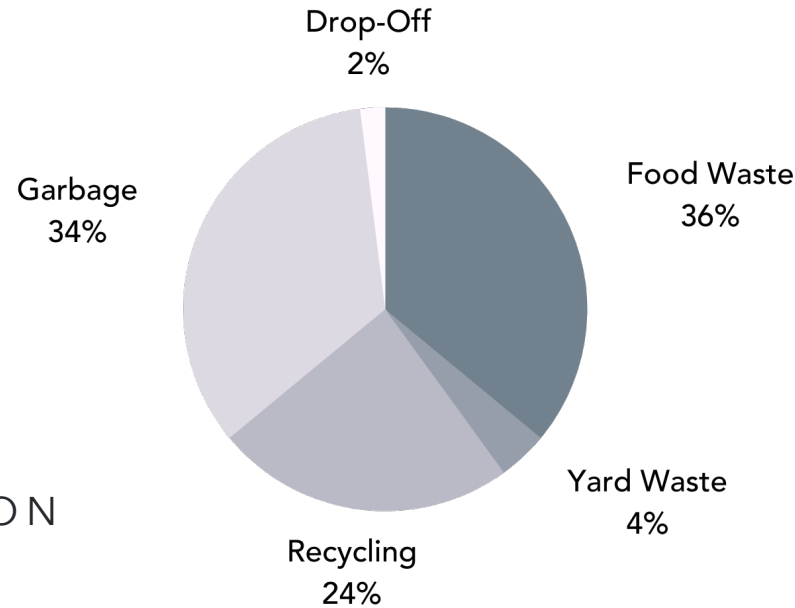
- Waste is overwhelmingly perceived as a “government problem” and there are few incentives to reduce waste
- “Bag tags” and other schemes may reduce garbage volumes, but also encourages dumping

- 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

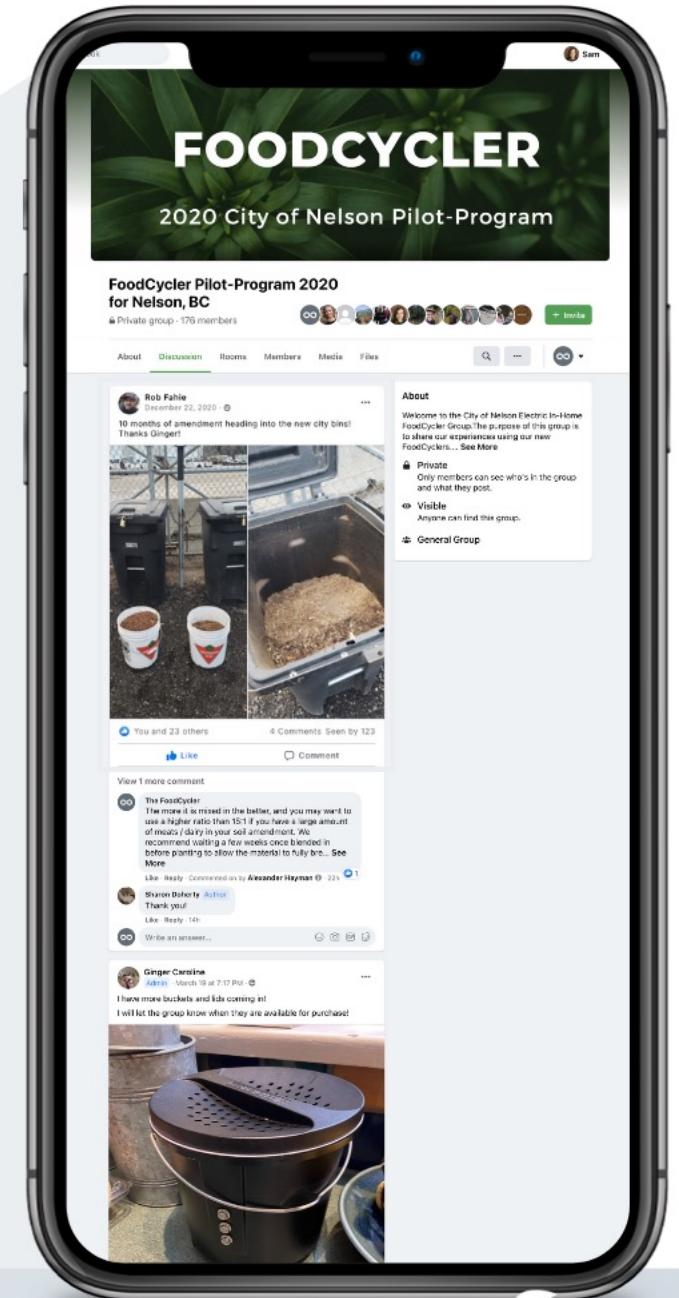
- 151 households opted-in to participate (EcoSave Program)
- 7-8 Cycles/week (**401.50 KG** annually)
- ~40% already composted

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



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.

4.4



Average rating

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



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-34

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 18/10/2021
SUBJECT: PW-2021-34 Fleet Levels of Service
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 October 18, 2021 regarding the Township's Fleet Levels of Service;

AND FURTHER, THAT Council direct staff to proceed with Option _____ and to provide a final version of the 10-year fleet replacement schedule for incorporation into the Asset Management Plan (AMP).

EXECUTIVE SUMMARY

At the October 4th Council meeting, staff recommended a draft ten (10) year planning schedule for all fleet equipment and vehicles and for the schedule to work in conjunction with the Township's Asset Management Plan (AMP). Because Local government is the sphere of government closest to the people and is responsible to ensure that services are delivered in the community, it is important to know whether the assets are being renewed, repaired or replaced. Determining the Levels of Service (LOS) and how that may impact the budget helps staff to appropriately plan.

LOS is defined by what the customer receives. It is measured by the customer outcomes, by the performance of assets, and by activities that support the service and the assets.

Customer centric asset management is really about service delivery with an understanding of what levels of service customers expect, and what they are willing to pay for. Having an understanding of customer expectations for the service and the assets that support them is an important part of sustainability. Establishing levels of service is a balance of the cost, risk and benefits of the service provided and is based on the performance of the assets and the performance of the activities supporting assets and delivering services.

At this time staff are seeking Council direction regarding Levels of Service (LOS) for the purposes of assisting in evaluating the need for fleet replacement. Physical assets are one portion of what is required to deliver the various levels of service. The aim for the Township's public works department is to ensure the assets perform at an affordable, sustainable cost and within an appropriate risk tolerance. At the same time, the LOS expectations of the community need to be met.

DISCUSSION

Levels of service (LOS) is defined by what the customer receives in the form of outcomes. Customer outcomes are measured by the performance of assets, and by activities that support the service and the assets. To begin developing levels of service, Council should focus on asset performance

(e.g. condition) initially rather than the more comprehensive suite of program and activity indicators.

The two fleet items that staff are requesting to take a closer look are the 1999 Sweeper (99-04) and the 2012 Tractor (12-30). Current level of service for the Sweeper is once snow melts in the spring staff sweep for a month to retrieve sand and salt debris from winter maintenance. During the summer months staff go out once a month to clear the main streets to keep the mains at a clean state. In the fall months and when the leaves start accumulating on the roadways, the sweeper goes out for two-three weeks to clear the roads and open up the CB from debris. Once winter sets in the sweeper is winterized and put away for the season. This would be the baseline LOS that has been provided to the community and business in the Township.

On average there are 235 hours of street sweeping conducted in North Huron. From experience street sweeping varies in price from \$125 to \$150 per hour. If the higher value is used as a conservative number the estimated cost for street sweeping is \$35,250/year. This would be a reoccurring cost and the contractor would not perform any other public work-related activities. The cost would work out to 8 years of activity versus purchasing a new sweeper at \$300,000. It must be noted that the estimated cost could be higher due to the difficulty of purchasing equipment during the Covid-19 pandemic.

The tractor is a dual use piece of equipment. During the spring, there are two weeks of cutting in the Township. In the later part of the summer the tractor is used for a month to cut fence line to fence line in the Township, mostly the rural area. In the winter months the tractor is converted and becomes part of winter maintenance equipment. It has a blower attachment and is used to clear parking lots. In other municipalities road side mowing varies in cost and can range from \$80 to \$90 per hour to cut roadside ditches.

Based on the 200 hours completed by staff and using the conservative number of \$90, the cost to the Township is \$18,000 a year for roadside mowing. These costs work out to approximately 9 years of roadside cutting being contracted out. Similar to street sweeping, it is a single activity, where currently the public works crew can stop and attend another activity if need be.

Establishing LOS for essential services such as the service mentioned above (services that, while not mandatory, are required to be delivered in order to ensure public health and safety and/or the effective functioning the Township from a corporate perspective), these vary from Mandatory (services that are required to be delivered by regulation or legislation).

The table below shows the pieces of equipment that are due for replacement and that have a lower risk. Lower risk means they provide essential services with the exception of the recreation vehicle. The larger spreadsheet was provided to Council at the previous meeting.

Unit ID#	Year built	Description	Total Score	Risk (L, M, H)	Rating	Replacement year	OVERDUE
07-13	2007	4WD 1/2 Ton Pickup Truck - Operations Supervisor	40	M	needs immediate consideration	2017	40,000
05-47	2005	2WD 1/2 Ton Pickup Truck - Rec Blyth	40	L	needs immediate consideration	2015	40,000
99-04	1999	Johnston Sweeper	41	L	needs immediate consideration	2014	300,000
12-30	2012	New Holland Tractor T6-140	34	L	needs immediate consideration	2025	158,174
03-45*	2003	Vacuum Jet/Vac flusher/Sucker Truck	33	L	needs immediate consideration	2018	285,000
01-05**	2001	New Holland Loader/Tractor TL90	75	L	needs immediate consideration	2016	\$130,000

*To be funded from the water and sewer user pay budgets in the near future

** To be funded from the Landfill reserves

Options

1. Status quo – do nothing, this option is not recommended as the current condition of the two pieces of fleet have high scores. These high scores ranked them as “needs immediate consideration”. By determining the next steps, staff will have the ability to be proactive and not reactive.
2. Purchase new pieces of equipment. This option is also not recommended as currently there are higher risks with other mandatory pieces of equipment that need to be purchased over the essential above-mentioned fleet.
3. Contract out these services, reduce the required hours to provide a lower cost to lessen the impact to the budget. Doing this would provide the service, yet will be at a lower service level than what residents are used too. This could potentially bring complaints of increased debris on the roadways, and issues with invasive plants in the ditches. This option is not recommended by staff as this would be a significant decrease in service.
4. Purchase a new tractor for roadside mowing in 2025 and winter maintenance and when the street sweeper breaks down, do not replace it and instead tender this activity out. That would remove the need to budget for \$300,000. The hours required will also need to be decreased and only provide sweeping activities twice a year. This will be a reduction in service level and

may bring complaints but will save funds and fleet maintenance costs. This option is recommended by staff.

FINANCIAL IMPACT

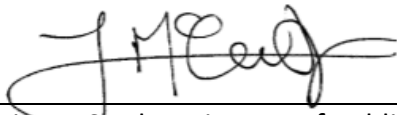
Financial impacts will be determined with the Option chosen by Council.

FUTURE CONSIDERATIONS

During the 2022 budget discussion staff will be bringing further information forward as required. There are also additional smaller pieces that need to be replaced in 2022 and these will be brought forward in another report to Council.

RELATIONSHIP TO STRATEGIC PLAN

Our goal is to be a municipality with well-maintained and thoughtfully planned infrastructure. Specifically, Goal 4.2 Develop a fleet replacement schedule to allow for appropriate capital forecasting and planning.



Jamie McCarthy, Director of Public Works



Dwayne Evans, CAO



TOWNSHIP OF NORTH HURON

REPORT

Item No. 2021-35

REPORT TO: Reeve Bailey and Members of Council
PREPARED BY: Jamie McCarthy, Director of Public Works and Facilities
DATE: 18/10/2021
SUBJECT: PW-2021-35 Management of the Wingham Landfill Woodlot
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 October, 18, 2021 regarding management of the Wingham Landfill Woodlot for information;

AND FURTHER, THAT Council authorizes RJ's Tree Farms Inc. to proceed with the development and implementation of a woodlot management plan for the Wingham Landfill property;

AND FURTHER, THAT Council directs the Director of Finance to put the net proceeds from the woodlot harvest into the Wingham Landfill Reserves.

EXECUTIVE SUMMARY

This past summer RJ's Tree Farm Inc. were harvesting a bush lot near the landfill on Currie Line and noted a number of trees to be harvested from the 27.8-acre bush lot on the landfill property. At the request of staff, Huron County's Forest Conservation Officer (Mr. Dave Pullen) visited the site and strongly recommended that the woodlot be harvested before the trees are unsalvageable for log materials. He noted the threat of emerald ash bore and other damaging diseases in the woodlot.

It is recommended Council authorize RJ's Tree Farms Inc. to proceed with the development and implementation of a woodlot management plan for the Wingham Landfill property.

DISCUSSION

To prepare for a potential harvest, staff engaged the services of the Certified Forester in marking the 27.8-acre woodlot on the Wingham Landfill property. The Certified Forester is employed by RJ's Tree Farms Inc. and is a member of the Ontario Professional Foresters Association (OPFA). RJ's Tree Farms Inc. will provide management services including facilitating the sale process for the woodlot harvest. The process involves the following:

1. A Forester creates a "silvicultural prescription" for the woodlot and marks trees to be removed using good forestry management practices.
2. The Forester tends harvesting of the woodlot to assess what buyers/vendors are willing to pay for the lumber to be harvested.
3. The Forester awards harvesting of the woodlot and specifies the harvesting conditions, insurance requirements etc.

4. The Forester remits to the property owner (i.e. the Township) the net proceeds resulting from the harvest. The net proceeds are calculated by deducting costs associated with marketing, tendering and harvesting from the total value of the lumber.

The woodlot at the Wingham Landfill has not been logged for an excess of 20+ years. The Certified Tree marker recommended the harvest be completed this year. He noted there are pockets of good quality trees and by removing trees that are starting to show decline, the overall health of the woodlot will be improved. Notable trees with decline are ash yellows, damage from the emerald ash bore, damaged cause by the beech bark disease, and cankers.

FINANCIAL IMPACT

Proceeds from the woodlot harvest will have a positive financial for the landfill and if Council proceeds, the revenue from the harvest will be placed into the landfill reserves.

FUTURE CONSIDERATIONS

This is a maintenance cut to the Wingham Landfill woodlot and should be re-visited in 10-15 years.

RELATIONSHIP TO STRATEGIC PLAN

This activity was not identified in the Strategic Plan, but does relate back to **Goal 6.** is to protect our natural environment, reduce greenhouse gas emissions and support a healthy ecosystem.



Jamie McCarthy, Director of Public Works



Dwayne Evans, CAO

Kohyn Green
Wingham Ontario

Dear Reeve Bailey and North Huron Councillors,

Do you know how fun a skatepark would be? There are kids in Wingham who would really love to have a skatepark because some kids do not get to go to skateparks because they are too far away.

Skateparks give kids the chance to get a lot of exercise and to make new friends. They help kids to feel so good about themselves when they accomplish a new trick.

We think a good rule about the skatepark would be that any kid under 10 would need to have an adult with them. We would also have the rule that all kids will be kind and respectful.

Can you please add a skatepark to Wingham because it would make many kids happy. We would be willing to help pay for some of the costs. We could fundraise.

I hope to hear from you soon about how we can make a skatepark happen in Wingham.



Sincerely, Kohyn Green



Phone: 519-3547-2277 x4
Email: office@nhfoodshare.ca
Website: <http://nhfoodshare.ca>

405-D Josephine Street, PO Box 354
Wingham ON N0G 2W0

October 1, 2021

Reeve and Council
Township of Huron Huron
274 Josephine Street, Box 90
Wingham, Ontario
N0G 2W0



Dear Sir/Madam:

RE: APPEAL FOR FUNDING

The North Huron Community Food Share located in Wingham (the "Food Share") is appealing to Councils in our catchment area for financial assistance with operation costs. The Food Share has been serving the municipalities of North Huron, Howick, Huron- East, Morris-Turnberry, Huron-Kinloss, South-Bruce and Ashfield-Colborne-Wawanosh for over twenty-five years. During this time our facility operation costs (rent & hydro) have been entirely funded with money donated by our community. The continuing pandemic has increased client numbers, required new Covid-19 protocols and forced our Foods Share to appeal to Food Banks Canada and Feed Ontario for additional skids of food to keep shelves stocked. (Note: all Feed Ontario offers are delivered in large skids, requiring additional storage.)

Our facility located at Wingham Super Storage had sufficient space for us to expand so that we were able to provide a safe work environment for our volunteers and secure more storage space for food inventory. With increased food storage needs came more refrigeration/cooling equipment, resulting in excessive heat generation inside our Food Share building. Installation of an air conditioning unit has become a need rather than a want and one that we cannot delay.

The increase in client numbers, along with the growing cost of groceries and higher expense for rent and hydro, has required us to search for alternative sources of funding. Based on the number of low-income clients throughout the North Huron catchment using the Food Share, we have included a financial request for your consideration. We have also attached our client numbers for a 12 month period (June 1, 2020 to May 31, 2021).

We ask that you please include this appeal in an upcoming Council agenda.

Sincerely,

Marilyn King

Marilyn King
Board Chair
Phone: 1-519-418-6454
Email: king@wightman.ca

NORTH HURON COMMUNITY FOODSHARE (CLIENT IN-TAKE)

CLIENT NUMBERS FOR

NORTH HURON TOWNSHIP

Period from June 1, 2020 to May 31, 2021

CLIENTS SERVED

CLIENT ADDRESSES

COMMUNITIES INCLUDED:

WINGHAM TOWN	190	(TOWN, VILLAGE & ADJACENT RURAL)
BELGRAVE	11	"
BLYTH	46	"
TOTAL	247	

CLIENTS ARE PERMITTED TO VISIT NORTH HURON COMMUNITY FOODSHARE ON A ONCE A MONTH BASIS, HOWEVER, MORE FREQUENT VISITS CAN BE ARRANGED IF FOOD INSECURITY IS CRITICAL.

DONATION OR GRANT REQUEST	
ORGANIZATION NAME:	NORTH HURON COMMUNITY FOODSHARE
MAILING ADDRESS:	PO BOX 354, Wingham ON N0G2W0
REGISTERED CHARITY:	NUMBER 871974929RR0001
PRIMARY CONTACT:	MARILYN KING (CHAIR) 519-481-6454 (see address above) king@wightman.ca
NAME:	
TELEPHONE:	
MAILING ADDRESS:	
EMAIL:	
REGISTERED CHARITY:	NUMBER 871974929RR0001
NAME OF PROJECT OR INITIATIVE:	REQUEST FOR FINANCIAL ASSISTANCE, TO HELP SUPPORT INCREASED COSTS OF OPERATION AT NORTH HURON COMMUNITY FOODSHARE
DESCRIPTION OF PROJECT:	ANY MUNICIPAL FINANCIAL ASSISTANCE PROVIDED, WILL BE USED TO HELP SUPPORT THE INCREASED COSTS OF RENT AND HYDRO. AS A RESULT OF THE PANDEMIC, CLIENT DEMAND HAS INCREASED, IMPACTING VOLUME OF FOOD REQUIRED. FOODSHARE EXPANSION WAS NECESSARY TO STORE ADDED FOOD INVENTORY. ADDITIONAL REFRIGERATION/COOLING EQUIPMENT ALSO NEEDED TO SAFELY KEEP PERISHABLE DAIRY/PRODUCE/EGGS. COSTS OF RENT AND HYDRO, DUE TO EXPANSION OF FOOD SERVICES, HAVE SIGNIFICANTLY INCREASED IN THE LAST TWO YEARS.
TYPE OF ASSISTANCE OR AMOUNT REQUESTED	REQUESTED AMOUNT OF DONATION: <u>\$2,000</u> FROM TOWNSHIP OF NORTH HURON
COMMUNITY BENEFIT:	MEETING THE NEEDS OF LOW INCOME FAMILIES AND INDIVIDUALS IN OUR SERVICE AREA . PROVIDING HEALTHY FOOD CHOICES FOR CLIENTS OF ALL AGES, CHILDREN THROUGH SENIOR CITIZENS... AS WELL AS A SAFE WORKING ENVIRONMENT AT FOODSHARE, FOR OUR TEAM OF VOLUNTEER WORKERS, MOST OF WHOM ARE SENIOR CITIZENS.
OTHER FUNDING SOURCES:	NORTH HURON COMMUNITY FOODSHARE ORGANIZES TWO MAJOR COMMUNITY FUNDRAISERS EACH YEAR..." <u>STUFF THE BUS</u> " AT THANKSGIVING (IN PARTNERSHIP WITH MONTGOMERY BUS LINES) AND THE <u>CKNX RELIEF TRUCK</u> (EARLY DECEMBER) MAJOR PARTNERS CKNX RADIO AM 920, AND DEAN'S VALUMART WINGHAM. THESE EVENTS PROVIDE FOOD AND FINANCIAL DONATIONS, WHICH HELP TO STOCK THE SHELVES AND FUND FOOD PURCHASE THROUGH THE HIGH DEMAND WINTER MONTHS.

RECEIVED

OCT 13 2021

TOWNSHIP OF NORTH HURON



Return completed form to: Township of North Huron
274 Josephine Street, PO Box 90
Wingham, Ontario N0G 2W0
Fax: 519-357-1110
Email: dwhite@northhuron.ca

DUE DATE: NOVEMBER 1ST

Name of Organization: Huron County Plowmen's Association			
Contact Person: Maja Dodds Treasurer			
Address: #1341		City/Town: Seaforth	Postal Code: N0K 1W0
Email Address: donmajadodds@gmail.com		Phone Number: 519-527-0686	
Organization's web site:			
Not for Profit <input checked="" type="checkbox"/>	Special Interest Group <input checked="" type="checkbox"/>	Registered Charity - Reg.#	
Donation Request	<input checked="" type="checkbox"/> Cash	<input type="checkbox"/> Non-Cash	Amount/Description: \$125 = 4
Please describe how funds will be distributed and the direct benefit to North Huron: Funds will be used to assist in paying of expenses. One example - prize money to plowmen, some of whom may reside in North Huron			
Project Name: Annual Huron County Plowing Match			
Project Description: Brief description enclosed.			
Project Budget: Enclosed a copy of the Nov 1/20 - Oct 31/21 budget. 2021 - 2022 will be prepared and presented at annual meeting Dec 1/21			
Description of your event or activities in the community and how it contributes to the North Huron goals outlined in the North Huron strategic plan: Brief description enclosed.			
Declaration: I Maja Dodds , on behalf of the above named Organization certify that the information submitted is true and we understand the conditions outlined in this policy. Maja Dodds Oct. 6/21 Signature Date			
For Office Use Only		Received By:	
Date Received:			
Outcome of Application:			

APPLICATIONS RECEIVED AFTER NOVEMBER 1ST WILL NOT BE CONSIDERED

* we have received \$125⁰⁰ in past years, we respectfully request **Page 197** similar amount if possible.
page 1 of 3

Project Description

Plowing competition, featuring various plowing classes, Junior Coaching day, 4H sodbusters achievement day, Princess and Queen of the Furrow Competitions Displays,

Description of events or activities

A 2 day event, featuring competition plowing, children's and novelty plowing.

Day 1

4H sodbusters and junior coaching day in the morning.

4H Achievement Day in afternoon

Princess of the Furrow Competition and

Crowning of the "new" princess.

Day 2

- Competition plowing featuring various plowing classes

Local plow people and visiting plow people take part.

- Displays by individuals, businesses, and commodity groups

- lunch available on site both days

- Queen of the Furrow Competition.

- Awards presentation and crowning of the Queen of the furrow, immediately after the banquet.

Depending on the match site, that particular municipality as host is showcased

local businesses benefit as purchases such as gifts, flowers, caterer, sanitation are often acquired.

Maja Rodde

Oct. 6/21

P.S. All will depend on the Covid 19 situation in 2022 therefore the event may need to change its format (as was Page 1 of 3 this year)

Huron Plowmen's Association Budget
Nov 1/20-Oct 31 2021

copy.

Expenses	
Prize Money	\$2,800.00
Trophies	\$165.00
Judges	\$450.00
Sanitation	\$450.00
PA System	\$100.00
Land Lease	\$1.00
Appreciation Plaques	\$200.00
Promotion	\$200.00
Business	\$200.00
Tent/Hall Rental	\$300.00
Queen of Furrow Program	\$2,500.00
Princess of Furrow Program	\$500.00
OPA Annual Meeting	\$1,200.00
Member Fees (to OPA)	\$350.00
Banquet	\$4,500.00
Junior Day	\$200.00
Huron Farm Family Award	<u>\$75.00</u>
Total	\$14,191.00

Revenue	
50/50 draw	\$80.00
Auction	\$1,200.00
Member Fees	\$350.00
Plow Registrations	\$600.00
Gate Receipts	\$400.00
Sponsorships	\$8,200.00
Banquet	\$3,100.00
Other	\$261.00
Total	\$14,191.00

Maya Boldak
Treasurer
Nov 7/20

The Corporation of the Township of North Huron

By-law No. 80-2021

**Being a By-law to repeal By-law No. 60-2015, being a By-law to authorize the
Reeve and Clerk to sign, on behalf of Council, a Truck Fleet Management Policy
for the Corporation of the Township of North Huron**

WHEREAS the Council of the Corporation of the Township of North Huron enacted By-law No. 60-2015 on August 4, 2015, being a By-law to authorize the Reeve and Clerk to sign, on behalf of Council, a Truck Fleet Management Policy;

AND WHEREAS the Council of the Corporation of the Township of North Huron is desirous of repealing By-law No. 60-2015 so that a ten (10) year planning schedule with all fleet equipment and vehicles can be implemented to work in conjunction with the Township's Asset Management Plan (AMP);

AND WHEREAS it is considered expedient and appropriate by the Council of the Corporation of the Township of North Huron to repeal the said by-law;

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

1. That By-law No. 60-2015 is hereby repealed.
2. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 18th day of October, 2021.

Read a third time and passed this 18th day of October, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

The Corporation of the Township of North Huron

By-law No. 81-2021

Being a By-law to adopt an Employee COVID-19 Vaccination Policy for the Corporation of the Township of North Huron

WHEREAS Section 2. (2.1) of Ontario Regulation 364/20 requires businesses or organizations to establish, implement and ensure compliance with a COVID-19 vaccination policy;

AND WHEREAS Section 5 (3) of the Municipal Act, 2001, S.O. 2001, c.25, as amended provides that municipal power shall be exercised by by-law;

AND WHEREAS the Council of the Corporation of the Township of North Huron deems it desirous to adopt an Employee COVID-19 Vaccination Policy to assist in reducing the risk of COVID-19 in the Corporation of the Township of North Huron workplace and to provide a safe environment for employees, volunteers and the public to access and use Township facilities and services;

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

1. That the Employee COVID-19 Vaccination Policy attached hereto and designated as "Schedule A" is hereby adopted and shall form part of this by-law.
2. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 18th day of October, 2021.

Read a third time and passed this 18th day of October, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk



The Corporation of the Township of North Huron

Employee Vaccination Policy

1.0. Policy Statement

The Township of North Huron has a responsibility to its employees and stakeholders to prevent the transmission of the COVID-19 Virus. Meeting all aspects of this policy is a condition of employment or serving as a volunteer/intern. Employees refusing to comply with this policy will be subject to disciplinary action, up to and including termination from employment. The COVID-19 virus presents as an ever-changing environment and this Policy will be updated as often as required to continue to ensure a safe environment for our employees, clients and community.

2.0. Purpose

The Township of North Huron encourages and recommends vaccination for all employees. In accordance with the approval by Health Canada, the recommendations of the federal and provincial governments, the Public Health Agency of Canada, regional public health authorities, and the Canadian Medical Association, the Township of North Huron strongly encourages all Employees safely able to do so to voluntarily receive a COVID-19 Vaccination. The three key elements of the employee vaccination policy are to communicate and educate employees on the MRNA vaccine and to follow provincial mandate.

3.0. Employee Scope

This procedure applies to all employees of the Township of North Huron, including full-time, part-time, casual, contracted personnel, volunteers and students. It applies to the initial dose of a vaccine and the administration of any subsequent doses.

Any employees required to be vaccinated through legislation or mandate from the Federal or Provincial government will follow directives under their respective mandate.

Any Provincial regulations or mandates supersede the policy. This policy will remain in effect until regulations/mandates are lifted and will be updated as required to ensure compliance with current legislation.

4.0. Definitions

- a) **COVID-19** refers to a disease caused by a virus belonging to a large family called coronavirus, which includes the virus that causes the common cold and more severe respiratory diseases. The virus that causes COVID-19 is a novel coronavirus, named SARS-CoV-2. Page 2 Policy: 2-31
- b) **Vaccine** is a substance used to stimulate the production of antibodies and provide immunity against specific diseases.
- c) **Proof of Vaccination** is documentation issued by the Ministry of Health, other province or territory or international equivalent indicating individual immunization status against the COVID-19 virus.
- d) **Proof of Medical Exemption** - written proof of a medical reason, provided by a physician or nurse practitioner in the extended class that sets out: (i) a documented medical reason for not being fully vaccinated against COVID-19, and (ii) the effective time-period for the medical reason.

5.0. Responsibilities

5.1. Responsibilities of Managers & Supervisors

- a) Ensure that employees are aware of the importance of getting vaccinated against COVID-19.

- b) Provide employees with access to information on COVID-19, health and safety precautions, and on the efficacy of the COVID-19 vaccine.
- c) Provide employees with information on location and scheduling of vaccination clinics when available.
- d) Where feasible, support time from regular duties for employees to attend vaccination clinics
- e) Follow and comply with any federal or provincial mandates or directives regarding the vaccination of employees.
- f) Continue to enforce workplace precautions that limit the spread of COVID-19 virus.
- g) Communicate and educate employees on the contents of this policy.
- h) Support unvaccinated employees in obtaining the necessary education required in this policy.
- i) Participate in any disciplinary action required for non-compliance with this policy.

5.2. Human Resources

- a) Assist management with any labour relations and health and safety issues arising from application of this policy
- b) Receive immunization records and track all employee's vaccination status for employees required by current legislation or mandate from the Federal or Provincial government.
- c) Ensure that all employees have provided either proof of immunization, medical exemption or have completed a mandatory education session for unvaccinated employees for employees required by current legislation or mandate from the Federal or Provincial government.
- d) Support and participate in discipline meetings as required.
- e) Provide information and guidance to leaders and employees on COVID-19 immunization as requested.

5.3. Employees

- a) Review provided information and remain informed about COVID-19 immunization as it relates to your role, personal health and/or professional requirements.
- b) Continue to follow health and safety protocols to ensure personal safety and prevent the spread of COVID-19 before and after vaccination.
- c) Adhere to this policy, federal or provincial mandates or directives requiring vaccination.
- d) All current employees required by current legislation or mandate to be vaccinated shall provide proof of immunization to Human Resources. Should an employee's immunization status change, provide the information to Human Resources in a timely manner.
- e) Identify opportunities to obtain COVID-19 vaccination through community clinics or from health care professionals.
- f) If multiple doses of the vaccine are required, ensure subsequent doses are also received.
- g) If unable to receive the vaccination for medical reasons provide proof of medical exemption to Human Resources.
- h) Complete mandatory education sessions within the timelines assigned.

6.0. Employee Immunization

- a)** The Township of North Huron strongly encourages that all employees who are able become vaccinated against COVID-19 as a measure to protect their health and the health of the community.
- b)** Employees required to be vaccinated as a result of federal or provincial mandate, directive or legislation must adhere to the requirements outlined within the applicable mandate, directive or legislation.

7.0. Access to Vaccination Clinics

- a)** Reasonable arrangements will be made to allow employees to attend COVID-19 vaccination clinics. Personal/sick time may be used attend vaccination clinics.
- b)** Employees will ensure awareness from their supervisor in advance of attending a clinic.

8.0. Continued Diligence

- a)** All employees are reminded to continue to practice Public Health measures to control spread regardless of vaccination status.
- b)** Employees must adhere to the health and safety protocols at all times while in the workplace, including handwashing, physical distancing where possible, and the use of Personal Protective Equipment as required by their position and task

9.0. Records

- a)** The Human Resources department will maintain the immunization records of all employees.
- b)** Clerk/Health & Safety Coordinator can be consulted for advice and guidance on developing a process to meet requirements. The Clerk/Health & Safety Coordinator should be consulted as the authority for establishing formal records retention periods and holds responsibility for personal information protection under the Municipal Freedom of Information and Protection of Privacy Act

The Corporation of the Township of North Huron

By-law No. 82-2021

Being a By-law of the Township of North Huron to authorize the Reeve and Clerk to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Cliff's Plumbing & Heating for the supply and installation of the new Dectron Unit at the North Huron Westcast Community Complex in the Township of North Huron

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

AND WHEREAS the Council of the Township of North Huron is desirous of engaging the services of Cliff's Plumbing & Heating for the supply and installation of the new Dectron Unit at the North Huron Westcast Community Complex in the Township of North Huron;

AND WHEREAS Council deems it expedient to enter into said agreement;

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

1. That the Reeve and Clerk are hereby authorized to sign, on behalf of Council, an Agreement between the Corporation of the Township of North Huron and Cliff's Plumbing & Heating for the supply and installation of the new Dectron Unit at the North Huron Westcast Community Complex in the Township of North Huron.
2. That a copy of the said Agreement is attached hereto and designated as Schedule 'A' to this By-law.
3. That this by-law shall come into force and takes effect on the day of the final passing thereof.

Read a first and second time this 18th day of October, 2021.

Read a third time and passed this 18th day of October, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON

Replacement of the Dectron Unit at the North Huron Westcast Community Centre Centre

THIS AGREEMENT, made in triplicate this 18th day of October 2021.

BETWEEN:

THE CORPORATION OF THE TOWNSHIP OF NORTH HURON
(Hereinafter called the "Township")

-and-

CLIFF'S PLUMBING AND HEATING/CLIFF MANN MECHANICAL LIMITED
(Hereinafter called the "Contractor")

WHEREAS the Township desires to engage the services of the Contractor for the supply and installation of the new Dectron Unit at the North Huron Westcast Community Complex located at 99 Kerr Drive, Wingham, Ontario;

AND WHEREAS the Township desires to engage the services of the Contractor for the Provisional Items as mentioned in the RFT for the supply and installation of the Dectron Unit;

AND WHEREAS the Township has the sole responsibility for the provision of services for the Dectron Unit for the North Huron Westcast Community Complex, as outlined in RFT Documents;

AND WHEREAS this agreement is authorized by the Council of the Township of North Huron;

NOW THEREFORE witness that in consideration of the mutual covenants herein contained, the Parties hereto agree as follows:

That the Township and the Contractor in consideration of the fulfilment of their respective promises and obligations herein set forth, covenant and agree with each other as follows:

- 1) The following documents, together with this Form of Agreement, constitute the Contract:
 - a) Part '1' – Request for Proposal
 - b) Part '2' – All addenda issued prior to Proposal Closing
 - c) Part '3' – Form of Tender (Completed Bid Submission)
 - d) Part '4' – Completed Submission Forms
 - e) Part '5' – Township of North Huron Accessibility and Contractor Safety Forms
- 2) The Contractor undertakes and agrees to provide all necessary labour, equipment, materials and supervision, unless otherwise indicated, together with all work incidental thereto to perform all Work described in the Contract.
- 3) The Township undertakes and agrees to pay the Contractor in Canadian Funds the sum of Three Hundred Eight Thousand and Two Hundred Dollars (\$308,200.00) plus applicable taxes for the complete performance of the Contract in accordance with the amount stipulated in the Form of Tender subject to satisfactory performance of the Contract and subject to additions, deductions and holdbacks as provided for in the Contract.
- 4) The Contractor and the Township for themselves, their successors, administrators and permitted assigns undertake and agree to the full performance of their respective obligations under the Contract.

- 5) This Contract may not be assigned by any Party without the express written consent of the other Party.
- 6) If either party desires to give notice to the other party under, or in connection with, the Contract, such notice will be effectively given upon actual service or five (5) days after being sent by Registered Mail to:

In the case of the Township:
The Corporation of the Township of North Huron
C/O Director of Recreation & Community Services
P.O. Box 90, 274 Josephine Street
Wingham, ON N0G 2W0

In the case of the Contractor:
Cliff's Plumbing and Heating/Cliff Mann Mechanical Limited
1136 Bruce Road 86, P.O. Box 309
Lucknow, ON N0G 2H0

1. DEFINITIONS:

For the purpose of this Agreement:

- a) "CONTRACT" means the Agreement to do the work entered with the Township;
- b) "CONTRACTOR" means the Contractor who enters into an Agreement with the Township;
- c) "CORPORATION" means Corporation of the Township of North Huron;
- d) "COUNCIL" means any member of Council in the Corporation of the Township of North Huron;
- e) "DESIGNATED MUNICIPAL OFFICIAL" means the Director or person(s) designated by them;
- f) "PERMITTED WASTE" means any waste which is permitted into the North Huron Landfill site other than those materials defined as uncollectable waste;
- g) "SIGNING OFFICER" means a representative of the Contractor's firm who has the authority to enter into a Contract on behalf of the Proponent;
- h) "WORK" means any services provided for monetary compensation by a Contractor under a contract awarded

1. SCOPE OF WORK:

The scope of the project is to remove and dispose of the existing Dectron dehumidification system, and to furnish and install a new factory assembled; fully enclosed, packaged Dectron environmental control system Model# LD-152-VR-X-P3ER1203W2G4AD0S with energy recovery feature(s) designed for natatorium environment control on the roof of the North Huron Westcast Community Complex. The successful bidder will also make good all repairs prior to substantial completion of the project due to alterations caused by equipment changes.

2. CONTRACT ADMINISTRATOR

All communication concerning this contract will be directed to the following primary contact:

Director of Recreation & Community Services
Township of North Huron
519-357-1208x322
vluttenberger@northhuron.ca

4. DURATION OF CONTRACT

The Term of this contract will commence upon successful completion of project. It is estimated to reach completion prior to February 28, 2022.

5. CONTRACT SECURITY AND DOCUMENTATION REQUIREMENTS

Proof of Insurance

The Contractor shall, at its own expense, purchase, provide and maintain throughout the duration of the Contract, a comprehensive policy of Public Liability and Property Damage Insurance in the amount of not less than \$5,000,000.00, inclusive per occurrence. This insurance will name the Township of North Huron as additional insured. A copy of the Contractor's insurance must be provided to the Township with the above sums stipulated in the general conditions.

Clearance forms from the Workplace Safety and Insurance Board (WSIB).

The Proponent must have the legal capacity to enter into a contract in accordance with the contract documents, including legal capacity to carry on business in the Province of Ontario. The Township reserves the right to request that the Proponent provide all documents, information, resolutions and legal opinions necessary to confirm a Proponent's legal capacity to enter into a contract and to request the Proponent to provide the names of its officers and directors, partners, largest shareholders, unit holders or beneficial owners. If a Proponent does not have the legal capacity to enter into a contract or refuses to provide the above information and other documents, as requested, its proposal will be rejected.

The Proponent must comply with all laws applicable to the performance of the work. If a Proponent, before submitting its proposal, wishes to enter onto the land to perform a site investigation or for any reason, that Proponent must first send the Township's Director of Recreation & Community Services a written request describing the nature and specific purpose for the entry and of any investigation or tests to be performed and by whom. Following acceptance of the proposal, the Township's Director of Recreation & Community Services will require proof of compliance with such laws, license, regulatory approvals or certificates.

The contractor must obtain and maintain at its own cost all permits, licenses, regulatory approvals and certificates (municipal, federal and provincial) required to perform the work. It is the responsibility of the Contractor to secure the relevant licenses, permit and approvals.

6. PROVISION OF CONTRACTED SERVICES

- a) Any required permitting as needed;
- b) A traffic control plan and alternate route for pedestrians will have to be provided and maintained;
- c) The site must be fenced off to control access to the site and to protect the Public;
- d) Huron-Perth Public Health COVID-19 recommendations and Provincial Regulations will need to be followed. This will be provided to the Township;
- e) Ministry of Labour submission of work above \$50,000.
- f) Collaborating with the Recreation & Community Services Department to provide safe passage for pedestrians and staff to/from vehicles in proximity to the site
- g) Assembling, parking and storing materials only in the designated site and maintaining a reasonably clean site;
- h) Minimize offensive odours and dust
- i) Comply with all necessary safety regulations for OH&SA and COVID-19.

7. COMPENSATION

All costs are to be set out in a concise format excluding applicable taxes.

There will be no partial payment for services. Payment will be net 30 days upon completion of the removal of the current Dectron Unit and the supply and installation of the new Dectron Unit at the North Huron Wescast Community Complex a 10% performance bond (\$ 30,820) will be maintained by the Township and released upon final inspection 45 days after installation.

8. SAFETY

During the performance of the work, the Contractor shall keep the land and buildings in a safe and orderly state, as appropriate in accordance with good industry practice, to avoid danger to persons thereon and in the immediate vicinity thereof, shall take all reasonable measures in accordance with good industry practice to prevent access to the designated area on the land and roofs under remediation by any persons not entitled to be present, shall perform all the obligations of a “constructor” within the meaning of the Occupational Health and Safety Act (Ontario) and shall be solely responsible for construction safety on the land and buildings and for compliance with the health and safety provisions of the contract documents, the Occupational Health and Safety Act (Ontario) and applicable law.

Without limiting the obligations of the Contractor pursuant to this paragraph, the Contractor shall ensure that the work performed by the Contractor and its subcontractors is in compliance with the Occupational Health and Safety Act (Ontario)

Contractor, as “constructor” within the meaning of the Occupational Health and Safety Act (Ontario), will have the right to remove forces from the construction site should they not comply with the safety programs and safety instructions.

9. WORKPLACE SAFETY AND INSURANCE BOARD

- a) A copy of the Contractors Certificate of clearance from the Workplace Safety and Insurance Board must be submitted to the Township. Clearance certificates should be renewed every ninety (90) days throughout the term of the project and will be required prior to payment.
- b) The Contractor shall at all times pay or cause to be paid any assessment required to be paid pursuant to the requirements of the Workplace Safety and Insurance Board Act. Upon failure to do so, the Township may pay such assessment, and shall deduct said expenses from the Contractor's compensation.
- c) The Township may, at any time during the performance of or upon completion of the contract, require a declaration that the assessments required by W.S.I.B. have been paid.
- d) The Township may at any time request Ministry Compliance Approvals.

10. MISCELLANEOUS WORK, PROTECTION, ETC

The Contractor shall be responsible and make good for any damage done, by its employees, subcontractors and materials of the work, to the Township's property or materials, and they shall, at their own expense, replace all materials, property and work damaged to such an extent that they cannot be restored to original condition.

11. ACCESSIBILITY REGULATIONS FOR CONTRACTED SERVICES

Contracted employees, third party employees, agents and others that provide customer service on behalf of the Township are legally responsible to comply with the provisions outlined in Section 6 of the Ontario Regulation 429/07, Accessibility Standards for

Customer Service, with respect to training. The Contractor shall ensure that such training includes, without limitation, a review of the purpose of the Accessibility for Ontarians with Disabilities Act, 2005, and the requirements of the Regulation, as well as instruction regarding matters set out in Section 6 of the Regulation.

12. TRAFFIC CONTROL AND VEHICLE LOADING

- a) The Contractor shall provide adequate control of traffic while operating on municipal road allowances and property.
- b) Where a vehicle is hauling material under this contract upon a public highway, and where motor vehicle registration is required for such vehicle, the Contractor shall not cause or permit such vehicle to be loaded beyond the legal limit as specified in the Highway Traffic Act, whether or not such vehicle is registered in the name of the Contractor.

13. PERMITS

The Contractor shall obtain and pay for at its own expense, all licences or permits required by law or statute or regulation made there-under.

14. EQUIPMENT

- a) The Contractor will be responsible for maintenance, repairs and all other operating costs of equipment required, including gas, licencing, insurance, storage, washing, etc. The unit(s) to be used for the performance of the services as herein provided must at all times.
- b) Units to be used for the performance of the services as herein provided must have fully enclosed, leak-proof bodies of sufficient capacity and unloading the refuse mechanically, mounted on adequate truck chassis, all at the approval of the Township. Spreading of refuse at the Landfill site will not be permitted.
- c) All equipment supplied by the Contractor must be kept clean and neat in appearance at all times. The Contractor shall ensure that all employees, while engaged in the collection services, will at all times maintain a high degree of cleanliness.

15. GOVERNING LAWS

The laws of Ontario and Canada shall govern the interpretation of this Agreement.

16. CONTRACT TERMINATION

The Township may terminate the Contract:

- a) Immediately and without notice, if the Contractor commits any act of bankruptcy; or if a receiver is appointed on account of its insolvency or in respect of any of its property; or if the Contractor makes a general assignment for the benefit of its creditors;
- b) Immediately and without notice, if the Contractor does not comply with the Health and Safety requirements set out in these documents;
- c) Without notice, if the Contractor fails to make sufficient payments for payments due to its Sub-Contractors or suppliers;
- d) Upon expiration of ten (10) days from the date of receipt of written notice to the Contractor, if the Contractor fails to comply with any significant request, instruction or order given by the Township; or fails to comply with, or persistent disregard for statutes, regulations, by-laws or directives of relevant authorities related to the

work; or fails to perform the work with skill and diligence expected of any similar Contractor; or assigns or sublets the Contract without the prior written consent of the Township; or refuses to correct deficient work; or is otherwise in default in carrying out its part of any of the terms, conditions and obligations of the Contract;

- e) Any termination of the Contract by the Township, as aforesaid, shall be without prejudice to any other rights or remedies the Township may have

The Contractor may terminate the Contract:

- a) With cause, upon thirty (30) business days with written notice being provided to the Township;

In the case of the Township:
The Corporation of the Township of North Huron
C/O Director of Recreation & Community Services
P.O. Box 90, 274 Josephine Street
Wingham, ON N0G 2W0

In the case of the Contractor:
Cliff's Plumbing and Heating/Cliff Mann Mechanical Limited
P.O. Box 309, 1136 Bruce Road 86
Lucknow, ON N0G 2H0

Any notice shall be deemed to have been given to and received by the party to whom it is addressed, if delivered, when delivered and, if mailed, on the fifth business day after the mailing thereof. Any party may, by notice given aforesaid, designate a change of address to which a notice to such party shall be given and any notice to such party shall thereafter be delivered or sent to such address.

17. WAIVER

Both parties agree that any actions of the other party in contravention of the terms of this Agreement shall not be relied upon as a waiver of any terms of this Agreement and no approvals given by any employee of the Township or of the Contractor shall constitute a waiver by the Township or the Contractor, whatever the case may be, of any of the terms of this Agreement unless ratified in writing by the Township and the Contractor.

18. LIQUIDATED DAMAGES

Time shall be the essence of the contract. Goods and/or services shall be delivered within the time promised, failing which the Township reserves the right to cancel the contract or portion thereof without penalty or prejudice or the Township may apply liquidated damages.

In a case that the Contractor fails to perform the Work in accordance with the terms, Conditions and Specifications of the Contract, the Township shall give the Contractor notice as a written warning detailing the performance failure. Any subsequent occurrence of that same failure will result in the Contractor being assessed liquidated damages.

In view of the difficulty of ascertaining the losses which the Township will suffer by reason of delay in the performance of the said Work, it is hereby agreed upon, fixed and determined by the parties hereto, as to the amount of liquidated damages that the Township will suffer by reason of said delay and default, and not as a penalty; and the Township may deduct and retain the amounts of such liquidated damages out of the monies which may be due or become due to the Contractor under the Contract.

19. LEVEL OF SERVICE

The Contractor is required to complete one hundred per cent (100%) of the project. The Supervisor shall ensure, to the best of their ability, that all necessary work has been completed by the end of each working day, to ensure the project aligns with the time

frame. The Contractor shall be deemed to have failed to complete one hundred per cent (100%) of the project if the Contractor misses any, or all, of the project details as outlined.

The Contractor shall remedy any breach of the Contract on the day it occurs, taking into consideration weather conditions and timing constraints. If the breach is not realized until the next calendar day, the Contractor must remedy the breach immediately that day.

THE TOWNSHIP OF NORTH HURON

Date

By: _____

Bernie Bailey, Reeve

Date

By: _____

Carson Lamb, Clerk

I/We have authority to bind the Corporation.

**CLIFF’S PLUMBING & HEATING/CLIFF MANN
MECHANICAL LIMITED**

Date

By: _____

Cliff Mann, President

I/We have authority to bind the Corporation

TOWNSHIP OF NORTH HURON
CONTRACTOR SAFETY PRACTICES ACKNOWLEDGEMENT

Contractor Safety Practices Acknowledgement	Township of North Huron
	Review/ Revision Date:
Areas Involved: All locations.	Completion of Project:

Contract Number: _____

Scope of Work:

Contractor Contact:

Name: _____
Phone: _____
Address: _____
E-mail: _____
Of Employees: _____

Contractor’s WSIB #: _____
(Updated Certificate to be provided every 60 days)

Contractor’s Health and Safety Policy Attached _____ Provided Electronically _____

The **Contractor** hereby commits to ensuring that all work shall be completed in a safe manner conforming to all applicable legislation, including Bill 168 Violence & Harassment in the Workplace and our firm’s Health and Safety Policy. All workers provided by the **Contractor** will be qualified to perform the work, will be properly trained for the tasks they are assigned, will be aware of potential hazards, and will wear appropriate personal protective equipment as may be required.

Furthermore, any accident or workplace injury which occurs while working for the municipality shall be immediately reported to the **Township**.

Upon request, the **Contractor** will provide documentation confirming compliance with the Health and Safety Policy, that workers are properly trained, and that qualified workers are performing the work.

_____ Signature	_____ Date
--------------------	---------------

To be completed by Township Staff

I, _____, have reviewed documents submitted by this
 (Name of employee)
Contractor and confirm that they have appropriate Health and Safety policies related to the scope of work.

TOWNSHIP OF NORTH HURON
ACCESIBLE CUSTOMER SERVICE
ACCESIBLE CUSTOMER SERVICE CONTRACTOR COMPLIANCE FORM

_____ hereby agrees to ensure that all employees,
(Name of Contractor)
agents and subcontractors will provide Accessible Customer Service consistent with the following principles:

Whenever interacting with any of the Township’s staff, customers or the public:

- Goods or services will be provided in a manner that respects the dignity and independence of persons with disabilities.
- The provision of goods or services to a person with disabilities and other will be integrated unless an alternate measure is necessary, whether temporarily or on a permanent basis, to enable a person with a disability to obtain, use or benefit from the good or service.
- Persons with disabilities must be given an opportunity equal to that given to others to obtain, use and benefit from the goods or services;
- Persons with disabilities may use assistive devices and/or support persons in the access of goods and services.
- All employees, when communicating with a person with a disability, shall do so in a manner that takes into account the person’s disability.

Authorized Representative of Contractor

Date

The Corporation of the Township of North Huron

By-law No. 83-2021

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 at the October 18, 2021 meeting

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 October 18th, 2021, in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Ontario Land 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 18th day of October, 2021.

Read a third time and passed this 18th day of October, 2021.

Bernie Bailey, Reeve

CORPORATE SEAL

Carson Lamb, Clerk