

**REVISED AGENDA  
FOR THE TOWNSHIP OF NORTH HURON COUNCIL MEETING**



**Date:** Monday, January 23, 2017  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

	<b>Pages</b>
<b>1. CALL TO ORDER</b>	
<b>2. CONFIRMATION OF THE AGENDA</b>	
<i>THAT the Council of the Township of North Huron; accept the Agenda for the January 23, 2017 Council Meeting; as amended to include an additional Closed Session item - Administration Personnel.</i>	
<b>3. DISCLOSURE OF PECUNIARY INTEREST</b>	
<b>4. CONSENT AGENDA</b>	
<i>THAT the Council of the Township of North Huron hereby adopts Consent Items 4.1.1 to 4.1.3;</i>	
<i>AND FURTHER THAT all other Consent Items be received for information.</i>	
4.1 Correspondence	
4.1.1 Minutes of the Regular Council Meeting held January 9, 2017	6
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4.1.3 Minutes of the Special Meeting of Council held January 19, 2017	21
4.1.4 East Wawanosh 150 Minutes, November 24 and December 14, 2016	23
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4.2.5 Fire and Emergency Services Report 01-23-17 (December 2016 Activity)	60
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4.3	Correspondence	74
4.3.1	MPAC 2016 Assessment Update Municipal Summary Report	76
4.3.2	Dietrich Engineering Limited, Notice of Information Meeting for Jackson and Schultz Municipal Drains.	98
4.3.3	Municipality of Huron East Resolution re Huron County OPP Detachment Facility.	100
5.	<b>PUBLIC MEETINGS/HEARINGS AND DELEGATIONS</b>	
5.1	Committee of Adjustment Hearing File D13-02/2016 Minor Variance Application Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West) Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger <i>THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at ... pm. to enter a Committee of Adjustment Hearing.</i> <i>THAT the Council of the Township of North Huron reconvene the Regular Council meeting at ... pm.</i> <i>THAT the Council of the Township of North Huron hereby accept the recommendation of the Committee of Adjustment; that the Minor Variance D13-02/2016 as it applies to Plan 410 Part Block B Plan 413; Part Lot 21, Wingham Ward, North Huron (78 Victoria Street West) Applicant/Owners: 1347706 Ontario Ltd. / John Frieburger; be approved.</i>	
5.2	Wingham Town Hall Theatre Committee - Project Update	
5.3	Verna Steffler - Alice Munro Centre Proposal	102
6.	<b>REPORTS</b>	
6.1	Clerks Department	
6.1.1	Civil Marriage Ceremonies <i>THAT the Council of the Township of North Huron hereby receive the Clerk's report on Civil Marriage Ceremonies for information purposes;</i> <i>AND FURTHER THAT a By-law be prepared by the Clerk for the February 6, 2017 Council Meeting to Amend By-law No. 08-2007, Being A By-law to Authorize the Civil Marriage Solemnization Service in the Township of North Huron.</i>	105
6.2	Finance Department	

6.3	Recreation and Facilities Department	
6.3.1	Wingham Theatre Project Update	107
	<p><i>THAT the Council of the Township of North Huron hereby approves proceeding with the procurement and installation of the HVAC equipment for the Wingham Town Hall Theatre and the Wingham Town Hall Administration offices, the structural work in the attic of the Town Hall to support the new roof-top HVAC units, and the donor recognition;</i></p> <p><i>AND FURTHER THAT the Council of the Township of North Huron hereby approves the following items to be included in the project if the funds are available after the HVAC work is completed:</i></p> <ul style="list-style-type: none"><li><i>• Energy efficient house lighting</i></li><li><i>• Projector/Screen equipment</i></li><li><i>• Attic insulation</i></li></ul> <p><i>AND FURTHER THAT the Council of the Township of North Huron pre-approve the entire project for both the Theatre and the Admin offices with the following provisions:</i></p> <ul style="list-style-type: none"><li><i>• The work performed on the HVAC and Structural work for the Theatre, the donor plaques, the energy efficient lighting, the projector/screen equipment and the attic insulation be funded by releasing funds available in Wingham Theatre Fundraising reserve account.</i></li><li><i>• The work on the Administration offices includes funds that were allocated in the 2016 budget and have been transferred to reserves. This reserve account totaling \$24,112.77 can be released to fund this project</i></li><li><i>• The Council pre-approves new funds in the 2017 budget of up to \$20,887.23 to complete the Administration offices HVAC work.</i></li></ul> <p><i>AND FURTHER THAT it is understood that the HVAC equipment and the fire code requirements must be completed prior to the theatre opening.</i></p>	
6.3.2	Wingham Horticultural Society Memorandum of Understanding	111
	<p><i>THAT the Council of the Township of North Huron hereby receives the draft Memorandum of Understanding for the Wingham Horticultural Society for information purposes;</i></p> <p><i>AND FURTHER THAT the Clerk be directed to prepare a by-law to adopt the Memorandum of Understanding for the Wingham Horticultural Society at the February 6, 2017 Council Meeting.</i></p>	
6.4	Public Works / Utilities Department	
6.4.1	Calcium Chloride Extension	116
	<p><i>THAT the Council of the Township of North Huron hereby grants pre-budget approval to extend the 2016 Dust Control Contract with Da Lee Dust Control for the supply and application of 35% Calcium Chloride solution for the 2017 Dust Control requirements, in the amount of \$0.195 per litre;</i></p> <p><i>AND FURTHER THAT the Director of Public Works is authorized to sign any necessary documentation.</i></p>	
6.5	Fire Department of North Huron	

6.6	CAO	
6.6.1	Director of Fire and Emergency Services Recruitment	117
	<i>THAT the Council of the Township of North Huron hereby accepts with regret the resignation of David Sparling as the Director of Fire and Emergency Services, effective March 31<sup>st</sup>, 2017;</i>	
	<i>AND FURTHER THAT Council authorizes the CAO to obtain a quote from Tony Mintoff to assist with the recruitment process.</i>	
6.6.2	Human Resources Review	119
	<i>THAT the Council of the Township of North Huron hereby accepts the report of the CAO regarding a Human Resources and Health and Safety Program Review;</i>	
	<i>AND FURTHER THAT Council gives pre-budget approval for the purchase of HR Downloads for a cost of \$2,093, plus HST.</i>	
7.	<b>CORRESPONDENCE</b>	
8.	<b>COUNCIL REPORTS</b>	
8.1	REEVE ACTIVITY REPORT	
8.2	COUNCIL MEMBER REPORTS (Verbal or written updates from members who sit on boards/committees)	
8.3	REQUESTS BY MEMBERS	
9.	<b>NOTICE OF MOTION</b>	
10.	<b>BY-LAWS</b>	
11.	<b>ANNOUNCEMENTS</b>	
12.	<b>OTHER BUSINESS</b>	
13.	<b>CLOSED SESSION AND REPORTING OUT</b>	
	<i>THAT the Council of the Township of North Huron hereby proceeds at ... pm. to an In Camera Session (Closed to the Public) to discuss the following:</i>	
	<ul style="list-style-type: none"><li><i>• Personal matters about an identifiable individual, including municipal or local board employees (FDNH Personnel)</i></li><li><i>• Personal matters about an identifiable individual, including municipal or local board employees (Administration Personnel)</i></li><li><i>• Personal matters about an identifiable individual, including municipal or local board employees (Shared Services Personnel Matters)</i></li></ul>	
	<i>THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at ... pm.</i>	
	<i>THAT the Council of the Township of North Huron hereby confirm the direction given to the Chief Administrative Officer, in Closed Session.</i>	



**14. CONFIRMATORY BY-LAW**

- 14.1
- By-law No. 07-2017, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.
- 123

*THAT By-law 07-2017; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and Clerk and be engrossed in the By-law book.*

**15. ADJOURNMENT**

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

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



**Date:** Monday, January 9, 2017  
**Time:** 7:02 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services/Clerk  
Donna White, Director of Finance  
Richard Al, Manager of Employee and Business  
Services/Deputy Clerk  
Laura Young, Huron County Planner

**OTHERS PRESENT:**

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**1. CALL TO ORDER**

Reeve Vincent called the meeting to order at 7:03 pm.

**2. CONFIRMATION OF THE AGENDA**

**M001/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** B. Knott

*THAT the Council of the Township of North Huron; accept the Agenda for the January 9, 2017 Council Meeting; as printed.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

#### **4. CONSENT AGENDA**

##### **4.1 Minutes**

4.1.1 Minutes of the Regular Council Meeting held December 19, 2016

4.1.2 Minutes of the Special Council Meeting held December 22, 2016

4.1.3 Blyth BIA Minutes - November 2, 2016

4.1.4 Blyth BIA Minutes - December 7, 2016

4.1.5 North Huron Police Services Board Minutes - November 15, 2016

4.1.6 North Huron Airport Committee Minutes - November 29, 2016

##### **4.2 Reports**

4.2.1 Bills and Accounts

##### **4.3 Correspondence**

4.3.1 AMO's 2017-18 Strategic Objectives

#### **M002/17**

**MOVED BY:** T. Seip

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

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

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

**CARRIED**

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

##### **5.1 Planning Advisory Committee Meeting**

i) Official Plan Amendment 11 to the North Huron Official Plan

Plan 414 Part Lots 6 & 7 West, Centre Street, Registered Plan 22R5898 Part 1 (13 John Street East).

ii) Zoning By-law Amendment, Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East).

#### **M003/17**

**MOVED BY:** B. Knott

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby adjourns the Regular Council meeting at 7:05 p.m. to enter a Planning Advisory Committee meeting.*

**CARRIED**

**M004/17**

**MOVED BY:** T. Seip

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

*THAT the Council of the Township of North Huron reconvene the Regular Council meeting at 7:22 p.m.*

**CARRIED**

**M005/17**

**MOVED BY:** B. Knott

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby adopt by By-law, Official Plan Amendment No. 11 to the North Huron Official Plan, and the Notice of Adoption and Clerk's Record be sent to the County of Huron for a decision as per Section 17 (23) of the Planning Act.*

**CARRIED**

**M006/17**

**MOVED BY:** R. Hallahan

**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby accept the recommendation of the Planning Advisory Committee; that the amendment to the zoning on Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward (13 John Street East) Township of North Huron, be approved.*

**CARRIED**

**6. REPORTS**

- 6.1 Clerks Department
- 6.2 Finance Department
- 6.3 Recreation and Facilities Department
- 6.4 Public Works / Utilities Department
- 6.5 Fire Department of North Huron

## 6.6 CAO

## 6.6.1 Human Resources and Health and Safety Systems Review

**M007/17****MOVED BY:** B. Knott**SECONDED BY:** J. Campbell

*THAT the Council of the Township of North Huron hereby receive the Manager of Employee and Business Services/Deputy Clerk and CAO's report regarding Human Resources and Health and Safety Systems Review for information purposes;*

*AND FURTHER THAT Council authorize pre-budget approval to contract Public Services Health and Safety Association to provide a review of current management systems as detailed in Phase 1 of Quote 1-12-2016 and a Self-Assessment Tool for a combined cost of \$5,500 plus HST, to be included in the 2017 Budget;*

*AND FURTHER THAT Council approve the hire, through a cooperative education program, of a post-secondary Human Resources student to assist with the review of the Township of North Huron's Human Resources and Health and Safety management systems, for an estimated cost of \$25,417.48, to be partially offset by redistributing budget funds traditionally allocated for student hires in the Economic Development department.*

**CARRIED**

## 6.6.2 Blyth Festival Marketing Report

**M008/17****MOVED BY:** B. Knott**SECONDED BY:** T. Seip

*THAT the Council of the Township of North Huron hereby continue to work with the Blyth Festival to market and promote the area as a destination.*

*That the Council of North Huron approve the request for \$15,000 from Blyth Festival.*

**CARRIED****7. CORRESPONDENCE**

**8. COUNCIL REPORTS****8.1 REEVE ACTIVITY REPORT**

Reeve Vincent reported attending the following events:

- Belgrave New Year's Eve celebration.
- Blyth 140th event on January 1, 2017.

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

Councillor Knott congratulated the Blyth 140th committee on a successful event on January 1, 2017.

Councillor Knott provided Council with an update on the petition to Huron County for traffic lights at Highway 4 and County Road 25 noting that the petition will be presented to Huron County at the first County Council meeting in February.

**8.3 REQUESTS BY MEMBERS****9. NOTICE OF MOTION****10. BY-LAWS****10.1 By-law No. 01-2017**

Being a by-law to Appoint Statutory Officials to the Corporation of the Township of North Huron.

**M009/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

*THAT By-law No. 01-2017; being a by-law to Appoint Statutory Officials to the Corporation of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

## 10.2 By-law No. 02-2017

Being a by-law authorizing the borrowing of money to meet current expenditures of the Council of the Township of North Huron.

**M010/17**

**MOVED BY:** B. Vodden

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

*THAT By-law No. 02-2017; being a by-law authorizing the borrowing of money to meet current expenditures of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

## 10.3 By-law No. 03-2017

Being a by-law of the Corporation of the Township of North Huron to Amend Official Plan Amendment No. 11 to the North Huron Official Plan.

**M011/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

*THAT By-law No. 03-2017; being a by-law of the Corporation of the Township of North Huron to Amend Official Plan Amendment No. 11 to the North Huron Official Plan; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

## 10.4 By-law No. 04-2017

Being a by-law to amend the zoning on Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, (13 John Street East) Wingham Ward, Township of North Huron; by changing "Community Facility (CF)" to "Residential Medium Density (R2)".

**M012/17**

**MOVED BY:** T. Seip

**SECONDED BY:** R. Hallahan

*THAT By-law No. 04-2017; being a by-law to amend the zoning on Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, (13 John Street East) Wingham Ward, Township of North Huron; by changing "Community Facility (CF)" to "Residential Medium Density (R2)"; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

10.5 By-law No. 05-2017

Being a by-law to Appoint Persons, including Council Members to Various Boards, Committees and Associations.

**M013/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** B. Vodden

*THAT By-law No. 05-2017; being a By-law to Appoint Persons, including Council Members to Various Boards, Committees and Associations; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

**11. ANNOUNCEMENTS**

**12. OTHER BUSINESS**

**13. CLOSED SESSION AND REPORTING OUT**

**M014/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby proceeds at 7:58 pm. to an In-Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Shared Services Personnel Matters)*

**CARRIED**

**M015/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 9:30 pm.*

**CARRIED**

**M016/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Knott

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

**CARRIED**



**14. CONFIRMATORY BY-LAW**

- 14.1 By-law No. 06-2016, being a By-law of the Township of North Huron to confirm general previous actions of the Council of the Township of North Huron.

**M017/17**

**MOVED BY:** T. Seip

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

*THAT By-law 06-2016; being a by-law to confirm general previous actions of the Council of the Township of North Huron; be introduced, read a first, second, third and final time, signed by the Reeve and the Clerk and be engrossed in the By-law book.*

**CARRIED**

**15. ADJOURNMENT**

**M018/17**

**MOVED BY:** T. Seip

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

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:32 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Kathy Adams, Clerk

## MINUTES OF THE TOWNSHIP OF NORTH HURON

### PLANNING ADVISORY COMMITTEE MEETING



**Date:** Monday, January 9, 2017  
**Time:** 7:04 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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

**STAFF PRESENT:** Sharon Chambers, CAO  
Kathy Adams, Director of Corporate Services/Clerk  
Donna White, Director of Finance  
Richard Al, Manager of Employee and Business  
Services/Deputy Clerk  
Laura Young, Planner

**OTHERS PRESENT:**

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#### **1. Call to Order**

Reeve Vincent called the meeting to order at 7:05 pm.

#### **2. Disclosure of Pecuniary Interest**

None disclosed.

#### **3. File**

Joint Meeting for:

i) Official Plan Amendment 11 to the North Huron Official Plan, Plan 414 Part Lots 6 & 7 West, Centre Street, Registered Plan 22R5898 Part 1 (13 John Street East).

ii) Zoning By-law Amendment, Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East).

**4. Purpose of this Public Meeting**

The purpose of this public meeting is for the Planning Advisory Committee of the Township of North Huron to consult with the public on:

- i) Official Plan Amendment 11 to the North Huron Official Plan; and
- ii) the Zoning By-law Amendment identified above.

**5. Requirement for the Public Meeting**

This Public Meeting is required to be held pursuant to Sections 17, 21; 26(9) of The Planning Act, R.S.O. 1990, as amended, and is circulated as directed by Section 3, O. Reg 543/06, Amend O. Reg 467/09 and Section 5, O. Reg. 545/06, Amended O. Reg. 470/09 of The Planning Act, as amended.

**6. Purpose of the Zoning Amendment**

i) This Official Plan Amendment proposes to change the land use designation of 13 John Street East (Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, from Community Facility to Residential. This Official Plan Amendment application was made with a concurrently submitted Zoning Amendment application to change the zoning on the property of 13 John Street East from Community Facility Zone (CF) to Residential Medium Density Zone (R2). The Public Meeting for the Zoning Amendment is also to be held on January 9th, 2017.

ii) This proposed Zoning By-law Amendment affects Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward, Township of North Huron (13 John Street East). The By-law proposes to change the zoning to 'Residential Medium Density Zone (R2)' from 'Community Facility Zone (CF)' to permit residential development.

**7. Comments of the Huron County Planner**

Laura Young, Huron County Planner presented details of the proposed Official Plan Amendment 11 and Zoning By-law Amendment.

**8. Comments of the Applicant and/or Agent**

Neither the applicant or nor an agent were present to make comments.

**9. Comments of Others**

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of North Huron before the by-law is passed, the person or public body is not entitled to appeal the decision of the Township of North Huron to the Ontario Municipal Board and may not be added as a party to the hearing of an appeal before the Ontario Municipal Board unless, in the opinion of the Board, there are reasonable grounds to add the person or public body. Members of the public are asked to provide comment.

i) Are there any comments regarding the Official Plan Amendment 11 to the North Huron Official Plan?

ii) Are there any comments regarding the proposed North Huron Zoning By-law Amendment?

No comments were received.

**10. Planning Advisory Committee Members' Questions and/or Comments**

Members of the Planning Advisory Committee are asked for any questions or comments and reminded that a motion for the recommendation of the Committee will be called for toward the end of the public meeting (Agenda item 13).

i) Are there any comments regarding the Official Plan Amendment 11 to the North Huron Official Plan?

ii) Are there any comments regarding the proposed North Huron Zoning By-law Amendment?

No comments were received from the Planning Advisory Committee Members.

**11. Zoning By-law Procedure Following Public Meeting**

- This is a Public Meeting of the Planning Advisory Committee, not a Council Meeting; thus a decision of Council may or may not be made this evening.

- If the By-law is passed by Council, the Clerk is required to send Notice of the Passing of the Zoning By-law and notice of adoption of the Official Plan Amendment to all persons and agencies notified of this Public Meeting.

- There is a 20 day objection period from the time Notice of Passing of the By-law has been mailed by first class post, wherein submissions/letters of objection or support in respect to the passing of the by-law, will be received by the Clerk.
- There is a 20 day appeal period from the day after the Notice of Decision is mailed by the County of Huron for the Official Plan Amendment.
- If an objection is received, an Appeal is lodged with the Ontario Municipal Board (OMB) and at that point the Township no longer has any control over the time factor involved.
- If the by-law is passed and no objections are received within the objection period, the Clerk certifies that the Zoning By-law is in force and of effect as of the date of its passing and Notice is forwarded to the Huron County Planning & Development Department.
- If no appeals are received during the appeal period for the Official Plan Amendment, the County of Huron mails a notice advising that the amendment is in full force and effect to all persons and agencies notified of this Public Meeting.

**12. Recommendation of the Huron County Planning & Development Department**

Planner states recommendation. In the absence of the Planner the recommendation is read from the attached report from the Huron County Planning and Development Department.

It is recommended that the Official Plan Amendment 11 **be adopted**.

It is recommended that the Zoning By-law Amendment **be approved**.

**13. Recommendation to Council from the Planning Advisory Committee**

Note: (Only one of the following recommendations can be made by the Planning Advisory Committee - the wording of the possible recommendations are generic and may be augmented by the Planning Advisory Committee).

13.1 Official Plan Amendment

	A. Effect of Public Comments on Decision of Council	B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)
1. Council agrees with effects of input as contained in the planning report	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	Council concurs with the planning report regarding the effect of public and agency comments on the decision.
2. No comments received	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
3. Supportive comments received	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).
5. Concerns raised did not influence the decision	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
6. Concerns raised did influence the decision	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
7. Comments received in support and opposition to the application	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
8. Other	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council

The Planning Advisory Committee Members chose option 2A and 3B.

**PAC01/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Planning Advisory Committee hereby recommends to North Huron Council that Amendment No. 11 to the Official Plan of the Township of North Huron as it applies to Plan 414 Part Lots 6 & 6 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward (13 John Street East) Township of North Huron, be adopted.*

**CARRIED**

13.2 Zoning By-law Amendment

	A. Effect of Public Comments on Decision of Council	B. Effect of Agency Comments on Decision of Council (e.g. Planning, Public Works, Health Unit)
1. Council agrees with effects of input as contained in the planning report	Council concurs with the planning report regarding the effect of public and agency comments on the decision.	Council concurs with the planning report regarding the effect of public and agency comments on the decision.
2. No comments received	No public comments were received on this application so there was no effect on the decision.	No agency comments were received on this application so there was no effect on the decision.
3. Supportive comments received	Public comments were received in support of the application, the effect of which resulted in a decision to approve the application.	Agency comments were received in support of the application, the effect of which resulted in a decision to approve the application.
4. Concerns raised were addressed through conditions to approval or changes to mapping or text amendment	Public comments were received on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).	Comments were received from agencies on the issue(s) of _____. The comments were address through (conditions to approval/changes to the mapping or text of the amendment).
5. Concerns raised did not influence the decision	Public comments were received on the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.

6. Concerns raised did influence the decision	Public comments were received on the issue(s) of _____, the effect of which influenced the decision of Council to (approve/deny) the application.	Comments were received from agencies identifying the issue(s) of _____. Comments were thoroughly considered but the effect did not influence the decision of Council to (approve/deny) the application.
7. Comments received in support and opposition to the application	Options from above 1A/3A/4A/5A/6A	Options from above 1B/3B/4B/5B/6B
8. Other	Additional wording deemed appropriate by Council	Additional wording deemed appropriate by Council

The Planning Advisory Committee Members chose option 2A and 3B.

**PAC02/17**

**MOVED BY:** T. Seip

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

*THAT the Planning Advisory Committee hereby recommends to North Huron Council that the amendment to the zoning on Plan 414 Part Lots 6 & 7 West; Centre Street, Registered Plan 22R5898 Part 1, Wingham Ward (13 John Street East) Township of North Huron, be approved.*

**CARRIED**

**14. Adjournment**

**PAC03/17**

**MOVED BY:** T. Seip

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

*THAT there being no further business before the Planning Advisory Committee, the Public Meeting be hereby Adjourned at 7:22 pm.*

**CARRIED**

\_\_\_\_\_  
Neil Vincent, Reeve

\_\_\_\_\_  
Kathy Adams, Clerk



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



**Date:** Thursday, January 19, 2017  
**Time:** 7:00 p.m.  
**Location:** HELD IN THE TOWNSHIP COUNCIL CHAMBERS

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

**MEMBERS ABSENT:** Councillor Bill Knott

**STAFF PRESENT:** Sharon Chambers, CAO

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**1. CALL TO ORDER**

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

**2. CONFIRMATION OF AGENDA**

**M019/17**

**MOVED BY:** T. Seip

**SECONDED BY:** B. Vodden

*THAT the Council of the Township of North Huron; accept the Agenda for the January 19, 2017 Special Council Meeting; as printed.*

**CARRIED**

**3. DISCLOSURE OF PECUNIARY INTEREST**

None disclosed.

**4. CLOSED SESSION AND REPORTING OUT**

**M020/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby proceed at 7:02 pm to an In-Camera Session (Closed to the Public) to discuss the following:*

- *Personal matters about an identifiable individual, including municipal or local board employees (Shared Services Personnel Matters)*

**CARRIED**

**M021/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron hereby proceed to the Regular Council meeting at 9:05 pm.*

**CARRIED**

**M022/17**

**MOVED BY:** J. Campbell

**SECONDED BY:** R. Hallahan

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

**CARRIED**

**5. ADJOURNMENT**

**M023/17**

**MOVED BY:** B. Vodden

**SECONDED BY:** R. Hallahan

*THAT the Council of the Township of North Huron agree that there being no further business before Council; the meeting be hereby adjourned at 9:06 pm.*

**CARRIED**

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Neil Vincent, Reeve

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Sharon Chambers, Deputy Clerk

## Minutes East Wawanosh 150<sup>th</sup> Anniversary

November 24, 2016

Present: Present: Reunion Chair Jamie McCallum, Secretary Joan Vincent, Elaine Snell, Jonathan VanCamp, Ray Hallahan, Alice McDowell, Melanie Pletch, Linda Logan, Heather Shiell, Sylvia Nonkes-Verburg, Margaret Vincent, Neil Vincent, Kim Walker, Connie Goodall

Regrets: Matt Beck

Welcome: Chair Jamie McCallum welcomed everyone to the meeting

Motion to approve October 26, 2016 minutes made by Linda Logan and seconded by Sylvia Nonkes-Verburg. CARRIED.

History Book – Received a lot of submissions. Organizing by road and then by line. Have to do a mock-up book. It is photocopied and some Committee members are meeting with the designer. The book will be scanned on to her computer. Looking to have the mockup by January 1, 2017 and the designer deadline of March 1, 2017 with the books available June 1, 2017. A volunteer is going to do maps of the Township and the current owners. The Committee wants Blyth Printing to make up gift certificates for selling advance books. Going to say \$50.00 each for the books and aim to sell 500 books. It is \$1500. for the second 250 books which is less than the cost of a 2<sup>nd</sup> printing. The number of gift certificates sold are an indicator of the demand for the book. Look into New Horizons Grant.

Calendars – Asking everyone to take 10 calendars each to help sell them. Promote on Community Events, North Huron Boards, clip in papers, on Co-op sign, put on face book and website, Town Hall, Citizen is promoting it.

Financials - listed separately as reported

Motion by Neil Vincent and seconded by Ray Hallahan to sell the tarts and ice cream left over from the Fish Fry to Committee members at cost. CARRIED.

Motion to donate the water, French Fries, and excess ice cream from the Fish Fry to the Belgrave Community Centre was made by Linda Logan and seconded by Heather Shiell.

CARRIED.

Motion to pay the bills was made by Melanie Pletch and seconded by Jonathan VanCamp.

CARRIED.

Motion to approved the financial report was made by Ray Hallahan and seconded by Alice McDowell. CARRIED.

Church Service - It has been suggested that Paul Laidlaw be approached about music for the service.

Fundraising – The Fish Fry was a great suggestion. Consider holding another one in the spring. Do as a spring event maybe late May. ADVANCE Tickets only with a deadline date. It may not be the item to pair with the Ambassador competition. Careful to not have too many events and too much competition. Would April and an Easter Fish Fry be a consideration? The Ambassador Competition in Auburn had the competition in the afternoon. Find out what dates Sue has available. Possibly April 14?? If it does not work ask Sue what date will work.

Hockey Game – The feeling from the team was that they were too old. Could aim for a younger group if want, see about CKNX Try Hards vs a local team and/or a Carnival. It was decided to let the hockey game go and concentrate on a fish fry, raffle and pageant.

Raffle – The license is being gotten through the Blyth Lions.

George Agnew Reid – replica of 3 paintings in Township. Copyright costs are \$135 – 150 each. Could apply for a Huron Heritage Grant The replicas would be approximately 48” x 60”. It could probably have a fairly quick turn around on planning.

Registration Packages – were emailed out and available at the Fish Fry. Have at the Dec. 2 Wing Night. Sell out of the booth. It will probably work and have it open until 9 pm. Heather and Linda will look after it.

Ornament – The change to remove the Happy Holiday would make it a custom order. It would cost \$5 and could sell for \$10. The unmodified prices were included in the email. It was suggested seeing about having the medallion on a plaque for the Beard Growing contest etc.

Souvenirs – waiting for the hats and hope to have them for the Wing Night. Concentrate on calendars, hats, books for Christmas.

Maintenance, Children’s Activities, Food, Entertainment, – no report

Decorating - Materials are ordered. Start making in January. Put ad in the papers to pre-order. Learn to Make a Bow night.

Beard Growing Competition - Have clippers at the New Year’s Dance. Be clean shaven then and register in first half of January. Categories – longest, best trimmed, best goatee, best ornate mustache, scruffiest, most naturally colourful. Play off Movember .

Art and Photography – no report

Publicity and Sponsorship –

Santa Claus Parades – Jamie will go in a Larry Hudson vehicle at the Wingham Santa Claus parade. See if it possible to put Reunion signs on the vehicle.

Brussels Santa Claus parade – no one is available to attend

Lucknow Santa Claus parade is Friday night, November 27 at 7 pm. Margaret will take truck and Linda will help

Blyth Lighting of the Lights is Saturday, November 28.

Sponsorship Packages – Margaret has the packages

She will compile a thank you letter to send to sponsors after they have confirmed their sponsorship.

Put more things on website

Gmail address for general inquiries is [ew150info@gmail.com](mailto:ew150info@gmail.com)

Set up a new twitter account

Registration packages on to website

Put regular notices onto face book and website

Starting in the new year set up a group on face book

Parade – Don Pattison will help but doesn't want to be the chair.

See about Auburn Lions – Comments regarding parade : Chair, Parade Marshall, numbers, stakes

Suggest meeting with Auburn Lions in February.

Car Show – Roy and Marion declined chairing the committee. It was decided to not have a car show when no one has come forward and there is a concern of risk of balls from the softball tournament

Golf Tournament – Trevor Hopf will work on the golf tournament with help. Heather will talk to Ross Peacock, also suggested talking to Steve Nixon

Kim Walker - Ambassador – Lil Ambassador 8 -12 years

Senior – 17 -23 years

These ages would allow to compete in Miss Midwest

Reside or have resided in East Wawanosh in the last 25 years (currently or previously lived here

Each contestant will find a sponsor who pays for their banner

Male or female

Have competition at spring event with competition on a Saturday afternoon and reveal that evening

Interviews and speeches in the afternoon and crowning in the evening

Leave with Kim to work on

Consider selling tickets for 2 or 3 sittings for the Fish Fry

Get dates from Sue and check arena availability with Jonathan

Committee shirts are \$34.

School Reunion – looking for Chairs

Next meeting – concentrate on filling committees.

Put “looking for help for events” onto website

Next meeting will be Dec. 12 or 14 depending on availability of arena.

Put Save the Date into Christmas cards

Alice volunteered to do gift certificates for the history book

Motion to adjourn made by Neil Vincent and seconded by Margaret Vincent. CARRIED.

Financials on next page.

## Financials

Balance in Account as of Nov. 22, 2016	\$10,194.05
Outstanding Cheques	\$332.24
Money to deposit	\$2160.
Bills to pay	\$240.57

### Fish Fry – Income

Ticket Sales	\$4778.00
Donation	\$ <u>20.00</u>
	\$4798.00
Expenses -	\$3451.83
Income / Expenses for Fish Fry	\$1346.17

### Surplus Supplies from Fish Fry

6 ½ cases of ice cream cups @ \$13.29/case including HST

2 cases of tarts @ \$48/case no HST

1 case of fries @ \$40/case no HST

2 cases of water @ \$2.89/case no HST

## December 2016 Email Minutes

Due to the December 14, 2016 meeting being cancelled because of the weather, some time sensitive business was conducted by email.

A motion to leave the topic of ordering medallions to the next meeting as it is too late to get them to go with the certificates for Christmas was made by Ray and seconded by Jon.  
CONSENSUS.

A motion was made by Jon VanCamp and seconded by Linda Logan to change the Sponsorship levels to the below levels due to feedback being received. CONSENSUS.

Original	Platinum	\$3000
	Gold	\$1000
	Silver	\$250
New	Platinum	\$1000
	Gold	\$500
	Silver	\$250
	Bronze	\$100

The new levels will increase the recognition for the same money.

A motion to pay the following bills was made by Ray Hallahan and seconded by Jonathan VanCamp.  
CONSENSUS.

Linda Logan \$123.01 for history book expenses

Lila Rintoul \$220.75 for ribbon

Blyth Printing \$48.36 for BX93 Dance ticket (Recently received bill that was dated August 13, 2016)

By CONSENSUS, it was decided to have the next meeting as soon as possible in January.

By CONSENSUS, it was decided to leave the discussion of a spring fish fry until the January meeting.







## 10. Correspondence

- (a) OAPSB
  - i) Co-ordinated Bargaining Update.
- (b) Ministry of Community Safety & Correctional Services
  - i) Supporting Ontario's First Responders Act, 2016.
- (c) Midland Police Services Board
  - i) Resolution – Voluntary Central Bargaining.

**PSB81/16:** MOVED: B. Gregoriadis                      SECONDED: J. van der Meer  
*THAT the North Huron Police Services Board agrees that the correspondence be ordered, read and filed.*

DISPOSITION: Motion Carried

## 11. New Business

There was no New Business.

## 12. Board Members Inquiries & Reports

Chair Seip updated the Board on discussions at the recent Zone 5 Meeting on Street Checks and Provincial Appointees.

### **13. Public Gallery Questions and/or Comments**

There was no one in attendance in the Public Gallery.

## 14. In Camera Session

- (a) Review of Chief of Police Working Agreement.
- (b) Office of the Independent Police Review Director – Public Complaint.

**PSB82/16:** MOVED: J. van der Meer                      **SECONDED:** B. Gregoriadis  
*THAT the North Huron Police Service Board hereby proceed at 6:52 pm. to a Closed Session in order to address financial or personal matters of other matters of such a nature that the desirability of avoiding their disclosure in the interest of any person affected or in the public interest outweighs the desirability of adhering to the principle that proceedings be open to the public.*

**DISPOSITION:** Motion Carried

**PSB83/16:** MOVED: J. van der Meer                      SECONDED: B. Gregoriadis  
*THAT the North Huron Police Services Board hereby moves out of Closed Session at 7:20 p.m. and returns to open session.*

*AND FURTHER THAT direction given to staff in the In Camera Session is hereby approved.*

## 15. Next Meeting

Tuesday, January 17, 2017, 7:00 p.m., Police Station Board Room.

## 16. Adjournment

**PSB84/16:** MOVED: B. Gregoriadis                      SECONDED: J. van der meer  
That there being no further business before the Board, the meeting be hereby  
Adjourned at 7:23 p.m.  
  
DISPOSITION: Motion Carried.

CORPORATE SEAL

\_\_\_\_\_  
Chair Trevor Seip

\_\_\_\_\_  
Secretary Kathy Adams

## Wingham BIA Executive Meeting – Jan. 11/17

**Present:** D. Tiffin, D. Peers, C. Goodall, J. Schiestel, Y. Ritesma-Teeninga, D. Kuyvenhoven, J. Snyder, L. Hearnden  
**Absent:** S. Walker, C. McGrath  
**Regrets:** None

Call to order at 6:37 p.m.

**Approval of Agenda:** Moved by Lisa, second by Dave P.

**Previous Minutes:**

1. Accepted as read. Moved by Jim, 2<sup>nd</sup> by Dave P.
  - a. Christmas Social did not happen due to weather.

**FICE:**

1. Walkerton coming to Wingham. Expected to be Feb. 8 at 7:00 p.m. at Maitland River Community Church.
2. Invitation to be emailed to membership with RSVP.

**Strategic Plan:**

1. Confirmed for Train the Trainer are Dave Tiffin, Doug Kuyvenhoven, Sandy Woodcock, Lisa Hearnden, Connie Goodall.
2. First session will be held with Blyth Feb. 16, rotating meeting locations.

**Finance:**

1. Treasurer's report presented by Jason. Moved by Dave P., 2<sup>nd</sup> by Lisa to accept the 2016 financial statements.
  - a. Motion to transfer project surpluses to project shortfalls. Moved by Dave P. 2<sup>nd</sup> by Dave T. – passed.
2. Moved by Jim, 2<sup>nd</sup> by Dave P. to approve cheques to be written.
3. Need follow up with Retail Committee on Christmas draw.

**Goals:**

**2016 Review:**

1. Most goals targeted for 2016 were completed.
2. Assisted the Lions with insurance coverage for the Santa Claus parade.

**2017 Goals:**

1. Discussed items to be added to the 2017 goals. These include, but not restricted to: dog park, way finding signs, larger celebration for July 1, float in E. Wawanosh 150<sup>th</sup> parade, several carryovers from 2016 (flowers, greenery, curb appeal, sandwich boards etc.), strategic planning training.
2. Full list to be produced at later date.

**2017 Budget:**

1. Drafted 2017 budget in preparation for AGM in Feb.

**AGM:**

1. Scheduled for Thursday, Feb. 23 at 7:30 (doors open at 7:00) in the Knights of Columbus lounge.
  - a. Dave T. to contact Sue Doig to book hall and food. Bar to be staffed after meeting.
2. Executive – those in attendance will remain for the next year. Suggestions made for additional members who will be contacted prior to AGM.
3. Reviewed proposed AGM agenda.
4. Dave P. and Yolanda to work on awards.

Adjourned at 8:26 p.m.

## WINGHAM TOWN HALL THEATRE COMMITTEE MEETING

Monday, January 12, 2017 at 9:00 am - Town Hall Council Room

Attendance: Doug Kuyvenhoven, Dr. Dave Magee, Yolanda Teeninga, Karen Kleist, Art Fitzgerald

Regrets: Cherilyn Trick, Pat Jamieson

1. Committee had a quick tour of the Theatre before the meeting
  1. Sprinkler System has been completed
  2. Sample LED House Light has been installed which is so much better.
  3. Attic Access with a new larger access added in north stairwell for greater ease to bring HVAC materials etc. to attic
2. Approval of the Agenda - Motion made by Dave Magee and seconded by Art Fitzgerald to accept the Agenda as distributed. Carried
3. Approval of Minutes from July 11, 2016. Motion made Karen Kleist and seconded by Dave Magee to approve the minutes as distributed. Carried.
4. Business Arising from Minutes: No business arising from minutes
5. Fundraising
  1. Donation from Blackburn Foundation has been received and Art will be in touch with them on how we can do a photo op acknowledging the donation.
  2. No other grants were received or in the works.
6. Business Donors – subcommittee delivered information packages to businesses throughout the town – these were received well in spirit with some able to make donations.

**Our total fundraising goal of \$120,000 has been achieved!** To date we have received \$120,565.
7. Theatre Upgrades
  1. Fire Doors – Approval has been given by council to proceed with the installation of the fire doors. Fisher Glass will be installing panic hardware on existing north and south double doors and a new door with panic hardware at the west exit door beside the stage. Budget estimate is \$14,250, which still needs to be confirmed.
  2. HVAC – Mechanical/Electrical Engineer specifications for Theatre and the Town Hall (split) have been completed. Motion to Council made by Karen Kleist and seconded by Art Fitzgerald: ***The Wingham Town Hall Theatre Committee recommends that North Huron Council direct staff to proceed with the RFP for the purchase and installation of the new HVAC equipment for the Wingham Town Hall Theatre, and that this work will be paid from the funds raised by the Wingham Town Hall Theatre committee, and further that the project will proceed only if funds raised are enough to pay for the project which will be confirmed by staff once the RFPs are received and reviewed.*** Motion was carried.

Time frame for the RFP for the project is estimated to be Mid-February with the hope of completion by the end of April
  3. House lights: The committee would like to recommend to council to have the house lights changed to 6 LED lights on a dimmer switch from the present 15 that are there now. Doug will follow up with costs with Pat.
  4. Projector/Screen: still to be investigated provided fund available after HVAC is completed.

5. Ceiling Insulation: Recommendation that a layer of insulation be added as well – again if funds available after HVAC.
6. Drywall Repairs & Painting - Prior to grand opening repairs to drywall areas and painting cleaning will need to be completed
8. Other Items:
  1. Recognition Plaques and Name Lists still need to be completed.
  2. Grand Opening ideas were discussed with tentative dates being May 14<sup>th</sup> or May 28<sup>th</sup>. *Doug to contact Thomas Beard to see if he would be interested in helping organize this.*
9. Next Meeting: *Doug will schedule the next meeting sometime in March*
10. Adjournment: Motion by Dave Magee to Adjourn 10:15am

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 043798 Date 01/20/2017 Amount 125.00</b>				
000057 BELGRAVE COMMUNITY CENTRE BD	2308839	12/31/2016	FIRE- MEETING ROOM RENT/	125.00
			Invoice Count 1 Total	125.00
<b>Cheque 043799 Date 01/20/2017 Amount 649.75</b>				
000979 BURKHOLDER AUTO BODY & TOWING	3007	12/31/2016	ROADS- PULL OUT SNOW PL	282.50
000979 BURKHOLDER AUTO BODY & TOWING	3045	12/31/2016	PULLED OUT SNOW PLOW	367.25
			Invoice Count 2 Total	649.75
<b>Cheque 043800 Date 01/20/2017 Amount 1,026.91</b>				
003997 CDW CANADA INC	GJT2329	12/31/2016	POLICE- WATCHGUARD XTM	1,026.91
			Invoice Count 1 Total	1,026.91
<b>Cheque 043801 Date 01/20/2017 Amount 7,134.34</b>				
003746 DAVID SPARLING	Mileage	12/31/2016	FIRE- MILEAGE	4,231.00
003746 DAVID SPARLING	12-31-2016 A	12/31/2016	FIRE/ESTC- SUPPLIES PHON	714.71
003746 DAVID SPARLING	12-31-2016-B	12/31/2016	FIRE- SUPPLIES/FOOD/LTR H	315.40
003746 DAVID SPARLING	12-31-2016-C	12/31/2016	FIRE- WASHING TOWELS/AC	105.59
003746 DAVID SPARLING	12-31-2016-D	12/31/2016	FIRE/ESTC- SUPPLIES	1,510.81
003746 DAVID SPARLING	12-31-2016-E	12/31/2016	ESTC- FIRE- FOOD/SOAP	256.83
			Invoice Count 6 Total	7,134.34
<b>Cheque 043802 Date 01/20/2017 Amount 3,955.00</b>				
001839 DIETRICH ENGINEERING LTD	1236	12/31/2016	DRAINAGE SUPERINTENDEN	3,955.00
			Invoice Count 1 Total	3,955.00
<b>Cheque 043803 Date 01/20/2017 Amount 592.18</b>				
004025 DK SMALL ENGINE REPAIR	S1262	12/31/2016	FIRE - EQUIPMENT REPAIR	226.38
004025 DK SMALL ENGINE REPAIR	L1035	12/31/2016	FIRE- CHAIN SAW REPAIR	108.22
004025 DK SMALL ENGINE REPAIR	S1261	12/31/2016	FIRE- RESCUE SAW CHAIN	257.58
			Invoice Count 3 Total	592.18
<b>Cheque 043804 Date 01/20/2017 Amount 98.59</b>				
003757 ERIC COX SANITATION	178992	12/31/2016	ARENA W- FILTER FOR SCRL	98.59
			Invoice Count 1 Total	98.59
<b>Cheque 043805 Date 01/20/2017 Amount 56.93</b>				
004580 FISHER'S REGALIA	34178	12/31/2016	FIRE- NAME PLATE ENGRAVI	56.93
			Invoice Count 1 Total	56.93
<b>Cheque 043806 Date 01/20/2017 Amount 18.07</b>				
000281 HURON BAY COOPERATIVE INC	51701	12/31/2016	ROADS- INDUSTRIAL HOSE C	18.07
			Invoice Count 1 Total	18.07
<b>Cheque 043807 Date 01/20/2017 Amount 565.00</b>				



## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
002902 HURON GEOMATICS	JC91	12/31/2016	AIRPORT- DRAWING	565.00
			Invoice Count 1 Total	565.00
<b>Cheque 043808 Date 01/20/2017 Amount 36.11</b>				
004590 JAMES MARSHALL	12-22-2016	12/31/2016	FPO-MEALS - BARN FIRE	36.11
			Invoice Count 1 Total	36.11
<b>Cheque 043809 Date 01/20/2017 Amount 7,232.00</b>				
002732 MCGAVIN FARM EQUIPMENT LIMITED	EM03817	12/31/2016	P/W- EPPS PRESSURE WASH-	7,232.00
			Invoice Count 1 Total	7,232.00
<b>Cheque 043810 Date 01/20/2017 Amount 23,923.00</b>				
000431 MINISTER OF FINANCE	17281216015	12/31/2016	OPP BILLING- NOVEMBER 20	23,923.00
			Invoice Count 1 Total	23,923.00
<b>Cheque 043811 Date 01/20/2017 Amount 412.17</b>				
000520 PUOLATOR COURIER LTD	433292018	12/31/2016	ESTC- COURIER SERVICE	35.79
000520 PUOLATOR COURIER LTD	433361859	12/31/2016	ADMIN- COURIER SERVICE	4.43
000520 PUOLATOR COURIER LTD	433224265	12/31/2016	FIRE/POLICE COURIER SERV	355.88
000520 PUOLATOR COURIER LTD	432952705	12/31/2016	ADMIN-COURIER SERVICE	4.43
000520 PUOLATOR COURIER LTD	432817090	12/31/2016	ADMIN-COURIER SERVICE	11.64
			Invoice Count 5 Total	412.17
<b>Cheque 043812 Date 01/20/2017 Amount 400.23</b>				
004609 RADAR AUTO PARTS- BRUSSELS	5341-188593	12/31/2016	BLYTH SHOP REPAIRS	74.69
004609 RADAR AUTO PARTS- BRUSSELS	5341-187096	12/31/2016	ROADS- HYDRAULIC FITTING	106.51
004609 RADAR AUTO PARTS- BRUSSELS	5341-187672	12/31/2016	ROADS- AIR, OIL, FUEL FILTE	191.90
004609 RADAR AUTO PARTS- BRUSSELS	5341-187846	12/31/2016	ROADS- FUEL FILTER	27.13
			Invoice Count 4 Total	400.23
<b>Cheque 043813 Date 01/20/2017 Amount 312.37</b>				
000526 RADFORD FUELS LIMITED	December Statement	12/31/2016	ROADS- FUEL	312.37
			Invoice Count 1 Total	312.37
<b>Cheque 043814 Date 01/20/2017 Amount 192.10</b>				
002640 SCHMIDT'S POWER EQUIPMENT	22705	12/31/2016	ROADS- ASPHALT SAW BLAD	192.10
			Invoice Count 1 Total	192.10
<b>Cheque 043815 Date 01/20/2017 Amount 35.17</b>				
000569 SCRIMGEOUR'S FOOD MARKET	03011536235	12/31/2016	ESTC- WATER/DISH SOAP	35.17
			Invoice Count 1 Total	35.17
<b>Cheque 043816 Date 01/20/2017 Amount 122.02</b>				
003717 SHAWN MCCURDY	12-26-2016	12/31/2016	FIRE- FOOD FOR FIRE CALL	122.02
			Invoice Count 1 Total	122.02

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC GENERAL ACCOUNT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 043817 Date 01/20/2017 Amount 612.91</b>				
002841 SHRED-IT INTERNATIONAL INC	8100070898	12/31/2016	ADMIN- SHREDDING DOCUMI	612.91
		Invoice Count	1 Total	612.91
<b>Cheque 043818 Date 01/20/2017 Amount 435.05</b>				
000628 TECHNICAL STANDARDS & SAFETY AL	2948551	12/31/2016	ARENA W- INSPECTION	435.05
		Invoice Count	1 Total	435.05
<b>Cheque 043819 Date 01/20/2017 Amount 2,857.37</b>				
004352 VALLEY BLADES LIMITED	189862	12/31/2016	ROADS- BLADES /BOLTS FOF	2,857.37
		Invoice Count	1 Total	2,857.37
<b>Cheque 043820 Date 01/20/2017 Amount 106.31</b>				
003485 VAN HOUTTE COFFEE SERVICES INC	68304663	12/31/2016	ESTC- COFFEE	106.31
		Invoice Count	1 Total	106.31
<b>Cheque 043821 Date 01/20/2017 Amount 649.00</b>				
004608 VAN-DEL CONTRACTING LTD.	2017-001	12/31/2016	REFUND FOR OVERPAYMEN	649.00
		Invoice Count	1 Total	649.00
<b>Cheque 043822 Date 01/20/2017 Amount 20,195.45</b>				
001735 WASTE MANAGEMENT	969-509606	12/31/2016	DECEMBER WASTE/RECYCLI	20,195.45
		Invoice Count	1 Total	20,195.45
<b>Cheque 043823 Date 01/20/2017 Amount 1,017.00</b>				
003504 WROXETER RIGGING & FABRICATION	105432	12/31/2016	FIRE- SIGN HOLDERS/DIVIDE	1,017.00
		Invoice Count	1 Total	1,017.00
Report Total				72,760.03

## Accounts Payable

Paid Invoice History By Cheque Report - CIBC WATER ACCOUNT 6902413

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 004749 Date 01/11/2017 Amount 73.23</b>				
000100 CANADA POST CORPORATION	9610154545	01/11/2017	WATER - EPOST CHARGES	73.23
			Invoice Count 1 Total	73.23
<b>Cheque 004750 Date 01/11/2017 Amount 11.19</b>				
004384 ONTARIO ONE CALL	201674359	01/11/2017	WATER - DEC SERVICES	11.19
			Invoice Count 1 Total	11.19
<b>Cheque 004751 Date 01/11/2017 Amount 29,955.36</b>				
001634 VEOLIA WATER CANADA INC	63965 W	01/11/2017	WATER - NOV SERVICES	29,955.36
			Invoice Count 1 Total	29,955.36
<b>Cheque 004752 Date 01/11/2017 Amount 244.08</b>				
000713 WINGHAM PRINTING SERVICE	17474	01/11/2017	WATER - LASER CHEQUES	244.08
			Invoice Count 1 Total	244.08
<b>Cheque 004753 Date 01/11/2017 Amount 71,394.25</b>				
004513 XTERRA CONSTRUCTION INC	6	01/11/2017	WATER - PAYMENT CERTIFIC	71,394.25
			Invoice Count 1 Total	71,394.25
<b>Cheque 004754 Date 01/11/2017 Amount 203.49</b>				
000113 CARSON SUPPLY	S1470438.001	01/11/2017	WATER - SUPPLIES	203.49
			Invoice Count 1 Total	203.49
<b>Cheque 004755 Date 01/18/2017 Amount 27,919.42</b>				
002512 TOWNSHIP OF NORTH HURON	2503	01/18/2017	WATER - 2016 PW SUPPORT	15,084.55
002512 TOWNSHIP OF NORTH HURON	2504	01/18/2017	WATER - J MOLENHUIS WAGI	6,796.28
002512 TOWNSHIP OF NORTH HURON	2506	01/18/2017	WATER - SHARE LAVIS HOLD	6,038.59
			Invoice Count 3 Total	27,919.42
<b>Cheque 004756 Date 01/18/2017 Amount 83,232.83</b>				
000897 TOWNSHIP OF NORTH HURON SEWER	54911	01/18/2017	WATER - DEC SEWER BILLIN	83,232.83
			Invoice Count 1 Total	83,232.83
<b>Cheque 004757 Date 01/18/2017 Amount 49,349.42</b>				
002512 TOWNSHIP OF NORTH HURON	54733	01/18/2017	WATER - DEC WAGES/BENEF	8,576.78
002512 TOWNSHIP OF NORTH HURON	2550	01/18/2017	WATER - 2016 PW EQUIPMEN	25,000.00
002512 TOWNSHIP OF NORTH HURON	2551	01/18/2017	WATER - 2016 ADMIN SUPPO	15,772.64
			Invoice Count 3 Total	49,349.42
<b>Cheque 004758 Date 01/19/2017 Amount 13,144.73</b>				
004513 XTERRA CONSTRUCTION INC	PAYMENT # 7	01/19/2017	WATER - BLYTH WELL UPGR.	13,144.73
			Invoice Count 1 Total	13,144.73
Report Total				275,528.00

## Accounts Payable

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

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 003333 Date 01/11/2017 Amount 372.90</b>				
000629 MORAN MECHANICAL AND ELECTRICA	100717	01/11/2017	SEWER - BACKUP 161 SHUTE	372.90
			Invoice Count 1 Total	372.90
<b>Cheque 003334 Date 01/11/2017 Amount 29,955.35</b>				
001634 VEOLIA WATER CANADA INC	63965	01/11/2017	SEWR - NOV SERVICES	29,955.35
			Invoice Count 1 Total	29,955.35
<b>Cheque 003335 Date 01/18/2017 Amount 39,587.27</b>				
002512 TOWNSHIP OF NORTH HURON	1665	01/18/2017	SEWER - 2016 PW EQUIPMEN	25,000.00
002512 TOWNSHIP OF NORTH HURON	1667	01/18/2017	SEWER - 2016 J MOLENHUIS	4,530.90
002512 TOWNSHIP OF NORTH HURON	1668	01/18/2017	SEWER - 2016 PW SUPPORT	10,056.37
			Invoice Count 3 Total	39,587.27
<b>Cheque 003336 Date 01/18/2017 Amount 16,876.47</b>				
001365 TOWNSHIP OF NORTH HURON WATER	163422	01/18/2017	SEWER - 2016 BILLING COST	16,876.47
			Invoice Count 1 Total	16,876.47
<b>Cheque 003337 Date 01/18/2017 Amount 14,988.12</b>				
002512 TOWNSHIP OF NORTH HURON	1669	01/18/2017	SEWER 2016 SHARE ADMIN V	10,515.09
002512 TOWNSHIP OF NORTH HURON	1670	01/18/2017	SEWER - SHARE LAVIS HOLD	4,473.03
			Invoice Count 2 Total	14,988.12
Report Total				101,780.11

**Accounts Payable**

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

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 000625 Date 01/09/2017 Amount 600.59</b>				
000665 UNION GAS LIMITED	November 2016-9991	12/31/2016	1446 M3- MUSEUM	353.87
000665 UNION GAS LIMITED	November 2016-8454	12/31/2016	FIREHALL- 974.184 M3 GAS	246.72
			Invoice Count 2 Total	600.59
<b>Cheque 000626 Date 01/09/2017 Amount 24,468.57</b>				
000687 WESTARIO POWER INC.	2103506978	12/31/2016	126000 KWH- COMPLEX	24,468.57
			Invoice Count 1 Total	24,468.57
<b>Cheque 000627 Date 01/10/2017 Amount 47.61</b>				
000294 HYDRO ONE NETWORKS INC	November 2016-8337	12/31/2016	60 KWH- 377 GYPSY OTH OT	47.61
			Invoice Count 1 Total	47.61
<b>Cheque 000630 Date 01/13/2017 Amount 9,938.76</b>				
000427 MINISTER OF FINANCE	December 2016	12/31/2016	DECEMBER 2016 EHT REMIT	9,938.76
			Invoice Count 1 Total	9,938.76
<b>Cheque 000631 Date 01/16/2017 Amount 1,300.56</b>				
000294 HYDRO ONE NETWORKS INC	December 2016-8056	12/31/2016	4752.48 KWH- ESTC/FIRE B	1,131.06
000294 HYDRO ONE NETWORKS INC	December 2016-1532	12/31/2016	619 KWH- CEMETERY	169.50
			Invoice Count 2 Total	1,300.56
<b>Cheque 000632 Date 01/16/2017 Amount 1,805.52</b>				
000657 TOWNSHIP OF NORTH HURON WATER	162414	12/31/2016	BLYTH COMM CENTRE- WAT	1,116.08
000657 TOWNSHIP OF NORTH HURON WATER	435 Mill St- Nov/Dec	12/31/2016	P/W- 435 MILL ST- WATER/SE	172.36
000657 TOWNSHIP OF NORTH HURON WATER	Nov/Dec 2016	12/31/2016	LIBRARY- NOV/DEC WATER/I	172.36
000657 TOWNSHIP OF NORTH HURON WATER	Nov/Dec 2016-ESTC	12/31/2016	ESTC/FIRE B-WATER SEWEF	172.36
000657 TOWNSHIP OF NORTH HURON WATER	Nov/Dec 2016 Mem Hal	12/31/2016	MEM HALL- WATER/SEWER	172.36
			Invoice Count 5 Total	1,805.52
<b>Cheque 000633 Date 01/16/2017 Amount 48.22</b>				
000294 HYDRO ONE NETWORKS INC	DECEMBER 2016-8593	12/31/2016	ESTC- 52.59 KWH- PROGRAM	48.22
			Invoice Count 1 Total	48.22
<b>Cheque 000634 Date 01/17/2017 Amount 15,514.35</b>				
000294 HYDRO ONE NETWORKS INC	December 2016-3023	12/31/2016	4316.73 KWH- AIRPORT	1,018.95
000294 HYDRO ONE NETWORKS INC	November 2016-8446	12/31/2016	4240 KWH- BLYTH MEM HALL	1,273.64
000294 HYDRO ONE NETWORKS INC	November 2016-4216	12/31/2016	56880 KWH- BLYTH ARENA/H	13,221.76
			Invoice Count 3 Total	15,514.35
<b>Cheque 000635 Date 01/17/2017 Amount 52,082.29</b>				
000535 RECEIVER GENERAL	1-12-2017- FT	01/17/2017	FT PAYROLL REMITTANCE	47,667.39
000535 RECEIVER GENERAL	1-12-2017 PT	01/17/2017	PT PAYROLL REMITTANCE	4,414.90
			Invoice Count 2 Total	52,082.29
<b>Cheque 000637 Date 01/19/2017 Amount 3,213.82</b>				

## Accounts Payable

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

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000294 HYDRO ONE NETWORKS INC	November 2016-0523	12/31/2016	10951 KWH- 103 QUEEN ST S	3,213.82
			Invoice Count 1 Total	3,213.82
Cheque 000638 Date 01/19/2017 Amount 596.43				
003295 GLOBAL PAYMENTS	2845	01/19/2017	REC - DEBIT/CREDIT FEES	449.85
003295 GLOBAL PAYMENTS	4356	01/19/2017	ADMIN - DEBIT MACHINE FEE	93.78
003295 GLOBAL PAYMENTS	25989	01/19/2017	LANDFILL - DEBIT MACHINE I	52.80
			Invoice Count 3 Total	596.43
Cheque 000639 Date 01/20/2017 Amount 1,847.67				
003224 HURONTEL	10886858-01-17	01/20/2017	POLICE- PHONE/INTERNET	238.23
003224 HURONTEL	10886813 -1-17	01/20/2017	OEY- PHONE/INTERNET	160.69
003224 HURONTEL	10886818-01-17	01/20/2017	FIRE- TELEPHONE/INTERNE	153.68
003224 HURONTEL	10886815-01-17	01/20/2017	AIRPORT - TELEPHONE/INTE	96.80
003224 HURONTEL	10885850-01-17	01/20/2017	EC DEV- CELL PHONE	76.27
003224 HURONTEL	10886861-01-17	01/20/2017	MUSEUM- TELEPHONE	28.61
003224 HURONTEL	10886812-01-17	01/20/2017	REC/COM ADMIN- PHONE/IN	329.67
003224 HURONTEL	10886810-01-17	01/20/2017	TOWNHALL/PW- PHONE, INT	666.86
003224 HURONTEL	10886860-01-17	01/20/2017	PW WINGHAM PHONE, INTE	96.86
			Invoice Count 9 Total	1,847.67
Cheque 000640 Date 01/20/2017 Amount 1,449.68				
000657 TOWNSHIP OF NORTH HURON WATER	162430	12/31/2016	1230 M3-COMPLEX WATER/S	1,334.23
000657 TOWNSHIP OF NORTH HURON WATER	162437	12/31/2016	91 M3- DAY CARE WATER/SE	115.45
			Invoice Count 2 Total	1,449.68

Report Total 112,914.07

14,383.61

127,297.68

(see next page  
for cheque  
details

**Accounts Payable**

INTERNET/PRE-AUTHORIZED PAYMENTS GENERAL

Cheque Register - 12/31/2016

Invoice		Invoice		Cheque	Cheque
Payee	Number	Date	Type	Amount	Number
000140	CIBC VISA				
Apple Store- 8622	BA- SH- IPAD MINI	11/30/2016	I	303.97	000628
Best West- 181	ADMIN- ACCOMODATION- CAO	12/02/2016	I	257.64	000628
Best West- 381	COUNCIL- ACCOMODATIONS	12/03/2016	I	362.72	000628
Comm Zone- 73604	BUILDING- BLACKBERRY	11/28/2016	I	90.40	000628
Const Contact 11-16	ESTC- EMAIL MARKETING	12/02/2016	I	55.51	000628
Frosty Queen- 832	ROADS- ICE CREAM CAKE	11/29/2016	I	32.00	000628
Geotrust- 1527236999	POLICE- RAPIDSSL SECURITY	12/02/2016	I	340.05	000628
Go Daddy- 1065891609	EC DEV- HURON STAYCATION	12/16/2016	I	227.88	000628
Halifax Fitness Depo	FITNESS- EQUIPMENT	12/08/2016	I	115.60	000628
Hi Mama-3372	DAY CARE- MONTHLY SUBSCRIPT	11/28/2016	I	65.54	000628
Minister of Fin- MTO	LICENCES FOR VEHICLES	11/30/2016	I	278.00	000628
New Orleans- 19	PIZZA- RETIREMENT LUNCH	11/29/2016	I	63.80	000628
PayMate Software 16	ADMIN- SOFTWARE RENEWAL	12/05/2016	I	1,067.85	000628
Princess Auto- 12336	ROADS- PIPE THREADER, HOSE F	12/03/2016	I	146.87	000628
Princess Auto- 24568	MT- TOOL BOX	12/06/2016	I	451.99	000628
Stak Fitness- 8840	FITNESS- BAR WRAP PAD	11/22/2016	I	59.89	000628
Survey Monkey -11-16	EC DEV- MONTHLY SUBSCRIPTIOI	11/28/2016	I	25.00	000628
TSC- 1742	MORRIS TURNBERRY SHOP	12/08/2016	I	1,468.99	000628
TSC- 231826	MORRIS- TURNBERRY SHOP	12/08/2016	I	271.19	000628
Tim Horton- 363	ROADS- COFFEE- DONUTS	11/30/2016	I	32.33	000628
Via Rail- Joan	A/R- TRAIN TICKET- JOAN	11/24/2016	I	63.28	000628
Cheque Amount -				5,780.50	
000721	W S I B				
December 2016	DECEMBER 2016 PREMIUM	12/31/2016	I	8,603.11	000629
Cheque Amount -				8,603.11	
Cheque Run Total -				14,383.61	

## Accounts Payable

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

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 000436 Date 01/11/2017 Amount 3,074.29</b>				
000294 HYDRO ONE NETWORKS INC	12/23	01/11/2017	WATER - 401 VICTORIA ST	3,074.29
			Invoice Count 1 Total	3,074.29
<b>Cheque 000437 Date 01/11/2017 Amount 2,487.26</b>				
000687 WESTARIO POWER INC.	2103506980	01/11/2017	WATER - WELL 4 NOV USAGE	2,487.26
			Invoice Count 1 Total	2,487.26
<b>Cheque 000438 Date 01/18/2017 Amount 509.70</b>				
003224 HURONTEL	01/2017 1818	01/18/2017	WATER - WINGHAM WELL 4	96.35
003224 HURONTEL	01/2017 1168	01/18/2017	WATER - WINGHAM WELL 3	67.74
003224 HURONTEL	01/2017 1173	01/18/2017	WATER - PUC SHED	112.94
003224 HURONTEL	01/2017 1167	01/18/2017	WATER - WATER TOWER	232.67
			Invoice Count 4 Total	509.70
<b>Cheque 000439 Date 01/18/2017 Amount 86.53</b>				
002697 TUCKERSMITH COMMUNICATIONS	01/2017 9131	01/18/2017	WATER - BLYTH PLANT	86.53
			Invoice Count 1 Total	86.53
<b>Cheque 000440 Date 01/18/2017 Amount 348.61</b>				
000687 WESTARIO POWER INC.	2103511535	01/18/2017	WATER - 435 MINNIE ST	348.61
			Invoice Count 1 Total	348.61
<b>Cheque 000441 Date 01/18/2017 Amount 77.01</b>				
000052 BELL CANADA	01/2017	01/18/2017	WATER - WINGHAM SHED	77.01
			Invoice Count 1 Total	77.01
<b>Cheque 000442 Date 01/18/2017 Amount 248.60</b>				
004311 TELUS	01/2017	01/18/2017	WATER - CELL PHONES	248.60
			Invoice Count 1 Total	248.60
<b>Cheque 000443 Date 01/18/2017 Amount 31.83</b>				
002697 TUCKERSMITH COMMUNICATIONS	6653	01/18/2017	WATER - NEW WELL BLYTH	31.83
			Invoice Count 1 Total	31.83
<b>Cheque 000444 Date 01/19/2017 Amount 71.28</b>				
003924 GLOBAL PAYMENTS	5499	01/19/2017	WATER - DEBIT MACHINE FEI	71.28
			Invoice Count 1 Total	71.28
Report Total				6,935.11



## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 500468 Date 01/12/2017 Amount 251,762.05</b>				
004565 SKC CONSTRUCTION INC.	Certificate #4	12/31/2016	BLYTH MEMORIAL HALL REN	251,762.05
			Invoice Count 1 Total	251,762.05
<b>Cheque 500469 Date 01/24/2017 Amount 3,433.66</b>				
003445 A J STONE COMPANY LTD	131196	12/31/2016	FIRE- GALAXY VALVE	2,002.71
003445 A J STONE COMPANY LTD	131244	12/31/2016	FIRE- CLEANER CONFIDENCI	196.93
003445 A J STONE COMPANY LTD	131214	12/31/2016	FIRE- SCBA REPAIRS	1,234.02
			Invoice Count 3 Total	3,433.66
<b>Cheque 500470 Date 01/24/2017 Amount 2,240.51</b>				
001490 ALLAN AVIS ARCHITECTS INC	5171	12/31/2016	COMPLEX ROOF PROFESSIC	2,240.51
			Invoice Count 1 Total	2,240.51
<b>Cheque 500471 Date 01/24/2017 Amount 114.81</b>				
001987 ALLSTREAM BUSINESS INC.	17978291	12/31/2016	E/W- SHED PHONE	61.10
001987 ALLSTREAM BUSINESS INC.	17978290	12/31/2016	CEMETERY PHONE	53.71
			Invoice Count 2 Total	114.81
<b>Cheque 500472 Date 01/24/2017 Amount 6,667.00</b>				
002423 ALPINE TREE SERVICE	520	12/14/2016	ROADS - TREE & STUMP REN	6,667.00
			Invoice Count 1 Total	6,667.00
<b>Cheque 500473 Date 01/24/2017 Amount 247.85</b>				
002647 APPLIANCE DOCTOR	6704	12/31/2016	DAY CARE- REPAIR DRYER	247.85
			Invoice Count 1 Total	247.85
<b>Cheque 500474 Date 01/24/2017 Amount 195.49</b>				
000073 B M ROSS AND ASSOCIATES LTD	12412	12/31/2016	PLANNING- PROFESSIONAL F	195.49
			Invoice Count 1 Total	195.49
<b>Cheque 500475 Date 01/24/2017 Amount 182.36</b>				
001209 BLYTH BUILDING SUPPLIES LTD.	8462	12/31/2016	ARENA B- SPRAY BOTTLE	5.41
001209 BLYTH BUILDING SUPPLIES LTD.	8828	12/31/2016	ARENA B- STEEL SHOVELS	81.34
001209 BLYTH BUILDING SUPPLIES LTD.	8953	12/31/2016	ARENA B- BLADES	5.64
001209 BLYTH BUILDING SUPPLIES LTD.	8938	12/31/2016	ARENA B- BRUSH	5.98
001209 BLYTH BUILDING SUPPLIES LTD.	8543	12/31/2016	ROADS- BLYTH SHOP REPAI	45.01
001209 BLYTH BUILDING SUPPLIES LTD.	8474	12/31/2016	ROADS- BLYTH SHOP REPAI	11.87
001209 BLYTH BUILDING SUPPLIES LTD.	8982	12/31/2016	ROADS-PRIMER, SANDPAPEI	27.11
			Invoice Count 7 Total	182.36
<b>Cheque 500476 Date 01/24/2017 Amount 783.90</b>				
000086 BROPHY TIRE	42778	12/31/2016	BUILDING- WINTER TIRES	783.90
			Invoice Count 1 Total	783.90
<b>Cheque 500477 Date 01/24/2017 Amount 655.40</b>				

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
004328 CIMCO REFRIGERATION	90557529	12/31/2016	ARENA B- 2016 SYSTEM STAI	655.40
			Invoice Count 1 Total	655.40
<b>Cheque 500478 Date 01/24/2017 Amount 77.65</b>				
000155 CONNIE GOODALL	AUG 2016	12/31/2016	EC DEV- 1ST IMPRESSIONS F	77.65
			Invoice Count 1 Total	77.65
<b>Cheque 500479 Date 01/24/2017 Amount 300.00</b>				
000159 CORPORATION OF THE COUNTY OF HI	JULY TO DEC 2016	12/31/2016	JULY TO DEC PLANNING FEE	300.00
			Invoice Count 1 Total	300.00
<b>Cheque 500480 Date 01/24/2017 Amount 216.40</b>				
000175 DAN'S AUTO REPAIR	29808	12/31/2016	ROADS- 2001 CHEV BRAKE L	216.40
			Invoice Count 1 Total	216.40
<b>Cheque 500481 Date 01/24/2017 Amount 996.89</b>				
003299 DARCH FIRE	20895	12/31/2016	FIRE- DOOR LATCH LIFT & TL	61.70
003299 DARCH FIRE	61669	12/31/2016	FIRE- CLASS A FOAM	935.19
			Invoice Count 2 Total	996.89
<b>Cheque 500482 Date 01/24/2017 Amount 232.10</b>				
000186 DELTA ELEVATOR COMPANY LTD	9152528	12/31/2016	TOWN HALL- ELEVATOR REP	232.10
			Invoice Count 1 Total	232.10
<b>Cheque 500483 Date 01/24/2017 Amount 710.77</b>				
002183 DONNELLY & MURPHY	45149	12/31/2016	COMP ADMIN- CONSTRUCTIC	56.50
002183 DONNELLY & MURPHY	45151	12/31/2016	REC ADMIN- SNOW CLUB AG	113.00
002183 DONNELLY & MURPHY	44824	12/31/2016	FIRE PREVENTION- LEGAL FI	174.02
002183 DONNELLY & MURPHY	45318	12/31/2016	ANIMAL CONTROL- LEGAL FE	367.25
			Invoice Count 4 Total	710.77
<b>Cheque 500484 Date 01/24/2017 Amount 100.00</b>				
001642 EMILY PHILLIPS	12-31-2016	12/31/2016	WEDDING- MCLURE/MCLELL	100.00
			Invoice Count 1 Total	100.00
<b>Cheque 500485 Date 01/24/2017 Amount 21,095.54</b>				
000074 FOXTON FUELS LIMITED	311291	12/31/2016	BUILDING- FUEL	150.79
000074 FOXTON FUELS LIMITED	204617	12/31/2016	ESTC- FUEL	60.36
000074 FOXTON FUELS LIMITED	311352	12/31/2016	FIRE- FUEL	743.68
000074 FOXTON FUELS LIMITED	311391	12/31/2016	POLICE- FUEL	1,225.36
000074 FOXTON FUELS LIMITED	309271	12/31/2016	LANDFILL- COMPACTOR FUE	208.61
000074 FOXTON FUELS LIMITED	310031	12/31/2016	LANDFILL- COMPACTOR FUE	184.99
000074 FOXTON FUELS LIMITED	309885	12/31/2016	ROADS- DYED DIESEL	1,593.57
000074 FOXTON FUELS LIMITED	309276	12/31/2016	ROADS- DYED DIESEL	774.57
000074 FOXTON FUELS LIMITED	309640	12/31/2016	ROADS- CLEAR DIESEL	1,493.78
000074 FOXTON FUELS LIMITED	309641	12/31/2016	ROADS- DYED DIESEL	1,838.60
000074 FOXTON FUELS LIMITED	310306	12/31/2016	ROADS- DYED DIESEL	2,785.28
000074 FOXTON FUELS LIMITED	310305	12/31/2016	ROADS- CLEAR DIESEL	1,231.53

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000074 FOXTON FUELS LIMITED	308635	12/31/2016	ROADS- DYED DIESEL	1,936.31
000074 FOXTON FUELS LIMITED	308636	12/31/2016	ROADS- CLEAR DIESEL	1,411.44
000074 FOXTON FUELS LIMITED	309326	12/31/2016	ROADS- ATF FLUID	187.58
000074 FOXTON FUELS LIMITED	309328	12/31/2016	ROADS- TRAXON 80W90	197.52
000074 FOXTON FUELS LIMITED	309847	12/31/2016	ROADS- FUEL	155.12
000074 FOXTON FUELS LIMITED	311225	12/31/2016	ROADS- FUEL	997.84
000074 FOXTON FUELS LIMITED	309317	12/31/2016	ROADS- DIESEL EXHAUST FL	58.71
000074 FOXTON FUELS LIMITED	311727	12/31/2016	DECEMBER FUEL	3,859.90
Invoice Count 20 Total				21,095.54
<b>Cheque 500486 Date 01/24/2017 Amount 255.95</b>				
000237 GEORGIAN BAY FIRE & SAFETY LTD	715642	12/31/2016	MUSEUM- FIRE ALARM INSPE	255.95
Invoice Count 1 Total				255.95
<b>Cheque 500487 Date 01/24/2017 Amount 45.55</b>				
004503 GLENDA ROYALL	12-22-2016	12/31/2016	ESTC- POSTAGE, MILEAGE, S	45.55
Invoice Count 1 Total				45.55
<b>Cheque 500488 Date 01/24/2017 Amount 435.83</b>				
000274 HORTON'S DAIRY	60643	12/31/2016	CONC B- DAIRY SUPPLIES	42.52
000274 HORTON'S DAIRY	59735	12/31/2016	CONC B- DAIRY SUPPLIES	58.47
000274 HORTON'S DAIRY	60172	12/31/2016	DAY CARE- DAIRY SUPPLIES	176.19
000274 HORTON'S DAIRY	59921	12/31/2016	DAY CARE- DAIRY SUPPLIES	119.90
000274 HORTON'S DAIRY	60644	12/31/2016	CONC W- DAIRY SUPPLIES	31.30
000274 HORTON'S DAIRY	60220	12/31/2016	CONC W- DAIRY PRODUCTS	7.45
Invoice Count 6 Total				435.83
<b>Cheque 500489 Date 01/24/2017 Amount 601.12</b>				
003281 HOWSON TRANSPORTATION INC	3312705	12/31/2016	FIRE B- FUEL FOR DECEMBE	601.12
Invoice Count 1 Total				601.12
<b>Cheque 500490 Date 01/24/2017 Amount 645.23</b>				
000286 HURON TRACTOR LTD	B22656	12/31/2016	ROADS- FITTING, 3/8" HOSE	43.71
000286 HURON TRACTOR LTD	B22674	12/31/2016	ROADS- BULBS	64.36
000286 HURON TRACTOR LTD	B22440	12/31/2016	ROADS- LUBRICANT, COUPLI	49.92
000286 HURON TRACTOR LTD	B22428	12/31/2016	ROADS- FITTING	3.96
000286 HURON TRACTOR LTD	B23307	12/31/2016	ROADS- RADIO-KUBOTA 13-1	263.49
000286 HURON TRACTOR LTD	B23020	12/31/2016	ROADS- OIL FILTER, FILTER I	219.79
Invoice Count 6 Total				645.23
<b>Cheque 500491 Date 01/24/2017 Amount 178.35</b>				
000290 HURONIA WELDING & INDUSTRIAL	126487	12/31/2016	ESTC- FIRE EXTINGUISHER F	119.59
000290 HURONIA WELDING & INDUSTRIAL	R1802650	12/31/2016	ESTC- TANK RENTALS	29.38
000290 HURONIA WELDING & INDUSTRIAL	R1789899	12/31/2016	ESTC- TANK RENTAL- NITRO	29.38
Invoice Count 3 Total				178.35
<b>Cheque 500492 Date 01/24/2017 Amount 813.55</b>				
000296 IDEAL SUPPLY INC.	2822069	12/31/2016	FIRE- HALOGEN CAPSULE	12.43

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000296 IDEAL SUPPLY INC.	3036092	12/31/2016	FIRE- GAS-LINE ANTI-FREEZE	7.85
000296 IDEAL SUPPLY INC.	2713043	12/31/2016	FIRE- BATTERIES	153.68
000296 IDEAL SUPPLY INC.	3077680	12/31/2016	COMPLEX- ICE MELTER SALT	270.97
000296 IDEAL SUPPLY INC.	3062595	12/31/2016	DAY CARE- ICE MELTER SALT	135.49
000296 IDEAL SUPPLY INC.	3024583	12/31/2016	P/W- ZINC RICH PRIMER	12.08
000296 IDEAL SUPPLY INC.	3018106	12/31/2016	P/W- WINTER WIPER BLADES	35.69
000296 IDEAL SUPPLY INC.	3101973	12/31/2016	ROADS- HALOGEN BEAM	33.88
000296 IDEAL SUPPLY INC.	3035082	12/31/2016	ROADS- BLACK PAINT	12.08
000296 IDEAL SUPPLY INC.	3028833	12/31/2016	STREETLIGHT BULBS	139.40
Invoice Count 10 Total				813.55
<b>Cheque 500493 Date 01/24/2017 Amount 10,348.61</b>				
000322 JOE KERR LTD	18056	12/31/2016	FIRE- EXCAVATOR RENTAL	1,785.40
000322 JOE KERR LTD	W47733	12/31/2016	ROADS- REPAIR VHT07-08	2,147.40
000322 JOE KERR LTD	W47617	12/31/2016	ESTC- VOLVO UNIT 4 REPAIR	781.38
000322 JOE KERR LTD	W47637	12/31/2016	FIRE- ENGINE 1 SAFETY	1,398.70
000322 JOE KERR LTD	W47628	12/31/2016	FIRE- LADDER 2- SAFETY	1,930.53
000322 JOE KERR LTD	18098	12/31/2016	ROADS- TRUCK RENTAL FOR	2,305.20
Invoice Count 6 Total				10,348.61
<b>Cheque 500494 Date 01/24/2017 Amount 523.47</b>				
000321 JOE'S AUTOMOTIVE	39917	12/31/2016	POLICE- 2011 CROWN VIC RE	56.50
000321 JOE'S AUTOMOTIVE	39918	12/31/2016	POLICE- REPAIRS 2011 CHAF	466.97
Invoice Count 2 Total				523.47
<b>Cheque 500495 Date 01/24/2017 Amount 84.75</b>				
000353 KNIGHTS OF COLUMBUS	12-23-2016	12/31/2016	FITNESS- SATELLITE SERVICE	84.75
Invoice Count 1 Total				84.75
<b>Cheque 500496 Date 01/24/2017 Amount 23,495.43</b>				
000364 LAVIS CONTRACTING CO LTD	Payment Cert. 3	12/31/2016	PATRICK STREET RECONSTRUCTION	23,495.43
Invoice Count 1 Total				23,495.43
<b>Cheque 500497 Date 01/24/2017 Amount 135.60</b>				
000371 LEWIS FLOWERS	003026	12/31/2016	FIRE- WRAPPED FLOWERS	45.20
000371 LEWIS FLOWERS	002733	12/31/2016	FIRE- CUT-WRAPPED FLOWERS	90.40
Invoice Count 2 Total				135.60
<b>Cheque 500498 Date 01/24/2017 Amount 641.15</b>				
000372 LIFESAVING SOCIETY	146815	12/31/2016	AQUATICS- FIRST AID/CPR	456.15
000372 LIFESAVING SOCIETY	146826	12/31/2016	AQUATICS- STAND FIRST AID	148.00
000372 LIFESAVING SOCIETY	147035	12/31/2016	AQUATICS- STAND FIRST AID	18.50
000372 LIFESAVING SOCIETY	146894	12/31/2016	AQUATICS- STAND FIRST AID	18.50
Invoice Count 4 Total				641.15
<b>Cheque 500499 Date 01/24/2017 Amount 83.01</b>				

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000924 MIDWESTERN COMMUNICATIONS	161230-0151	12/31/2016	DAY CARE- COPIER METER C	83.01
			Invoice Count 1 Total	83.01
<b>Cheque 500500 Date 01/24/2017 Amount 5,186.91</b>				
000444 MUNICIPALITY OF MORRIS TURNBERR	4960	12/31/2016	BUILDING INSPECTOR- REGI	107.00
000444 MUNICIPALITY OF MORRIS TURNBERR	4983	12/31/2016	DECEMBER SHARE FPO COS	5,031.53
000444 MUNICIPALITY OF MORRIS TURNBERR	4963	12/31/2016	BUILDING- JAMIE BELL ID TA	48.38
			Invoice Count 3 Total	5,186.91
<b>Cheque 500501 Date 01/24/2017 Amount 100,495.60</b>				
004510 MUNICIPALITY OF MORRIS-TURNBERR	4895	12/31/2016	MT SS- MAY 16-MAY 29	670.96
004510 MUNICIPALITY OF MORRIS-TURNBERR	4896	12/31/2016	MT-SS- MAY 30 TO JUNE 12	4,615.35
004510 MUNICIPALITY OF MORRIS-TURNBERR	4897	12/31/2016	MT SS- JUNE 13-JUNE 26	7,912.40
004510 MUNICIPALITY OF MORRIS-TURNBERR	4898	12/31/2016	MT-SS JUNE 27-JULY 10	6,095.95
004510 MUNICIPALITY OF MORRIS-TURNBERR	4899	12/31/2016	MT-SS-JULY 11-JULY 24	4,939.73
004510 MUNICIPALITY OF MORRIS-TURNBERR	4900	12/31/2016	MT-SS-JULY 25-AUG 7	1,071.40
004510 MUNICIPALITY OF MORRIS-TURNBERR	4901	12/31/2016	MT-SS- AUG 8- AUG. 21	4,503.46
004510 MUNICIPALITY OF MORRIS-TURNBERR	4902	12/31/2016	MT-SS-AUG 22-SEPT. 4	8,117.54
004510 MUNICIPALITY OF MORRIS-TURNBERR	4903	12/31/2016	MT-SS- SEPT 5-SEPT 18	9,031.33
004510 MUNICIPALITY OF MORRIS-TURNBERR	4907	12/31/2016	MT-SS-SEPT 19-OCT 2	13,042.88
004510 MUNICIPALITY OF MORRIS-TURNBERR	4908	12/31/2016	MT-SS-OCT 3 TO OCT.16	5,680.29
004510 MUNICIPALITY OF MORRIS-TURNBERR	4984	12/31/2016	MT SS- OCT. 17 TO OCT. 30	4,391.84
004510 MUNICIPALITY OF MORRIS-TURNBERR	4985	12/31/2016	MT-SS-OCT 31 TO NOV. 13	5,966.68
004510 MUNICIPALITY OF MORRIS-TURNBERR	4986	12/31/2016	MT-SS-NOV 14 TO NOV 27	8,470.69
004510 MUNICIPALITY OF MORRIS-TURNBERR	4987	12/31/2016	MT-SS-NOV. 28-DEC 11	7,090.41
004510 MUNICIPALITY OF MORRIS-TURNBERR	4988	12/31/2016	MT- SS- DEC. 12- DEC 25	8,894.69
			Invoice Count 16 Total	100,495.60
<b>Cheque 500502 Date 01/24/2017 Amount 913.97</b>				
004578 NOVACK'S UNIFORM SOLUTIONS	167864	12/31/2016	FIRE- UNIFORMS	842.78
004578 NOVACK'S UNIFORM SOLUTIONS	171464	12/31/2016	FIRE- UNIFORM PANTS	71.19
			Invoice Count 2 Total	913.97
<b>Cheque 500503 Date 01/24/2017 Amount 14,272.13</b>				
003189 PAUL COOK ELECTRIC	3262	12/31/2016	P/W- 435 MILL ST REPAIRS	11,718.33
003189 PAUL COOK ELECTRIC	3252	12/31/2016	BLYTH STREETLIGHT REPAIR	2,553.80
			Invoice Count 2 Total	14,272.13
<b>Cheque 500504 Date 01/24/2017 Amount 77.94</b>				
003358 PRAGMATIC	5980123116	12/31/2016	ADMIN- REC- CONFERENCE C	77.94
			Invoice Count 1 Total	77.94
<b>Cheque 500505 Date 01/24/2017 Amount 11,261.20</b>				
000542 R.J. BURNSIDE & ASSOCIATES	LNE085790.2016-4	12/31/2016	W LANDFILL 2016 ANNUAL PF	2,453.18
000542 R.J. BURNSIDE & ASSOCIATES	LNE085780.2016-4	12/31/2016	E/W- LANDFILL ANNUAL WOR	1,962.32
000542 R.J. BURNSIDE & ASSOCIATES	LNE085780.2016-5	12/31/2016	EW- LANDFILL ANNUAL WOR	3,260.26
000542 R.J. BURNSIDE & ASSOCIATES	LNE085790.2016-5	12/31/2016	W- LANDFILL ANNUAL WORK	3,585.44
			Invoice Count 4 Total	11,261.20

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 500506</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>122.09</b>	
004198 RICCO FOOD DISTRIBUTOR	339110	12/31/2016	CONC B SUPPLIES	148.42
004198 RICCO FOOD DISTRIBUTOR	337138	12/31/2016	CREDIT- RETURN FRITO LAY	-26.33
		Invoice Count	2 Total	122.09
<b>Cheque 500507</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>160.40</b>	
003055 RICHARD AL	12-31-2016	12/31/2016	ADMIN-MILEAGE/PHONE	160.40
		Invoice Count	1 Total	160.40
<b>Cheque 500508</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>1,064.93</b>	
004569 RICOH	SCO91386516	12/31/2016	ADMIN- REC- COPIER RENT/C	1,064.93
		Invoice Count	1 Total	1,064.93
<b>Cheque 500509</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>121.96</b>	
000272 RONA HODGINS	105548	12/31/2016	ESTC- DRYWALL	121.96
		Invoice Count	1 Total	121.96
<b>Cheque 500510</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>328.62</b>	
004032 SHELBY MURRAY	12-23-2016	12/31/2016	OEY- MILEAGE/SUPPLIES	328.62
		Invoice Count	1 Total	328.62
<b>Cheque 500511</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>743.99</b>	
000602 STANTON HARDWARE	282810	12/31/2016	DAY CARE- TOILET SEAL, GL	27.20
000602 STANTON HARDWARE	282010	12/31/2016	BUILDING-SAFETY HELMET	15.81
000602 STANTON HARDWARE	282253	12/31/2016	BUILDING- SNOW BRUSH	4.83
000602 STANTON HARDWARE	282377	12/31/2016	ROADS- WORK GLOVES	17.82
000602 STANTON HARDWARE	282321	12/31/2016	LANDFILL- BROOM, SNOW PL	59.87
000602 STANTON HARDWARE	282151	12/31/2016	LIBRARY- BATTERIES, LIGHT	48.53
000602 STANTON HARDWARE	282791	12/31/2016	PARKS W- FLAGS	109.59
000602 STANTON HARDWARE	282152	12/31/2016	PARKS-FLAG, COMPLEX- L B	117.50
000602 STANTON HARDWARE	282198	12/31/2016	CONC W- CLEANER	18.63
000602 STANTON HARDWARE	282128	12/31/2016	FITNESS- UTILITY BLADES	9.03
000602 STANTON HARDWARE	282818	12/31/2016	ROADS- GALV NIPPLE, ELBO	8.75
000602 STANTON HARDWARE	282110	12/31/2016	ROADS- BATTERIES	31.63
000602 STANTON HARDWARE	282045	12/31/2016	ROADS- RUST PAINT	21.46
000602 STANTON HARDWARE	281999	12/31/2016	P/W- TAPE, LIGHT BULBS, LIC	56.22
000602 STANTON HARDWARE	281993	12/31/2016	ROADS- TOILET TISSUE	7.33
000602 STANTON HARDWARE	282698	12/31/2016	ROADS- SHOVELS, EXT COR	82.46
000602 STANTON HARDWARE	282483	12/31/2016	ROADS- GLOVES, SCREWS, I	42.62
000602 STANTON HARDWARE	282445	12/31/2016	COMPLEX- LHT BULBS, SHEA	35.01
000602 STANTON HARDWARE	282603	12/31/2016	COMPLEX- THR ROD, LT BUL	29.70
		Invoice Count	19 Total	743.99
<b>Cheque 500512</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>15,539.43</b>	
000604 STAPLETON INTERIORS	4536	12/31/2016	DAY CARE- BUILDING REPAIR	15,539.43
		Invoice Count	1 Total	15,539.43
<b>Cheque 500513</b>	<b>Date 01/24/2017</b>	<b>Amount</b>	<b>47.12</b>	

## Accounts Payable

Paid Invoice History By Cheque Report - GENERAL DIRECT DEPOSIT 9801014

Cheque Date 01/11/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
000620 SWAN DUST CONTROL LTD	3712253	12/31/2016	DAY CARE- MATS	23.56
000620 SWAN DUST CONTROL LTD	3719172	12/31/2016	DAY CARE-MATS	23.56
Invoice Count 2 Total				47.12
<b>Cheque 500514 Date 01/24/2017 Amount 7,294.50</b>				
001365 TOWNSHIP OF NORTH HURON WATER	6-29-206	12/31/2016	JUNE WAGES TO ADMIN NOT	7,294.50
Invoice Count 1 Total				7,294.50
<b>Cheque 500515 Date 01/24/2017 Amount 21.41</b>				
000880 TURNBERRY SALES & SERVICE	28320	12/31/2016	PARKS- EQUIPMENT REPAIR	21.41
Invoice Count 1 Total				21.41
<b>Cheque 500516 Date 01/24/2017 Amount 2,147.00</b>				
001036 WARD & UPTIGROVE CONSULTING & F	45328	12/31/2016	ADMIN- HUMAN RESOURCES	2,147.00
Invoice Count 1 Total				2,147.00
<b>Cheque 500517 Date 01/24/2017 Amount 1,080.42</b>				
000856 WEILER'S CLEANING & RESTORATION	12305195	12/31/2016	CARPET CLEANING	1,080.42
Invoice Count 1 Total				1,080.42
<b>Cheque 500518 Date 01/24/2017 Amount 2,016.82</b>				
000699 WINGHAM ADVANCE TIMES	4120784	12/31/2016	DECEMBER ADVERTISING	2,016.82
Invoice Count 1 Total				2,016.82
<b>Cheque 500519 Date 01/24/2017 Amount 1,049.18</b>				
000704 WINGHAM COLUMBUS CENTRE	1323	12/31/2016	COUNCIL- REC XMAS LUNCH	325.28
000704 WINGHAM COLUMBUS CENTRE	1364	01/20/2017	SS- XMAS LUNCH HELD IN JA	723.90
Invoice Count 2 Total				1,049.18
Report Total				492,245.60

## Accounts Payable

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

Cheque Date 01/07/2017 to 12/31/2017

Vendor 000000 to 999999

Vendor Number Name	Invoice Number	Entry Date	Invoice Description	Invoice Amount
<b>Cheque 900027 Date 01/11/2017 Amount 172.36</b>				
000657 TOWNSHIP OF NORTH HURON WATER	12/2016	01/11/2017	SEWER - NOV/DEC USAGE	172.36
		Invoice Count	1 Total	172.36
<b>Cheque 900028 Date 01/11/2017 Amount 1,190.58</b>				
000687 WESTARIO POWER INC.	2103506979	01/11/2017	SEWR - JOSEPHINE ST NOV I	1,190.58
		Invoice Count	1 Total	1,190.58
<b>Cheque 900029 Date 01/12/2017 Amount 2,986.23</b>				
000294 HYDRO ONE NETWORKS INC	19227 12/2016	01/12/2017	SEWER - 117 NORTH ST NOV	2,986.23
		Invoice Count	1 Total	2,986.23
<b>Cheque 900030 Date 01/12/2017 Amount 9,818.50</b>				
000294 HYDRO ONE NETWORKS INC	81727 12/2016	01/12/2017	SEWER - 60 LLOYD ST NOV L	9,818.50
		Invoice Count	1 Total	9,818.50
<b>Cheque 900031 Date 01/18/2017 Amount 164.09</b>				
003224 HURONTEL	01/2017	01/18/2017	SEWER - WINGHAM STATION	96.35
003224 HURONTEL	01/2017 4293	01/18/2017	SEWER - WINGHAM TREATMI	67.74
		Invoice Count	2 Total	164.09
<b>Cheque 900032 Date 01/18/2017 Amount 4,011.26</b>				
000294 HYDRO ONE NETWORKS INC	01/12	01/18/2017	SEWER - JAN USAGE NOV 17	4,011.26
		Invoice Count	1 Total	4,011.26
<b>Cheque 900033 Date 01/18/2017 Amount 97.20</b>				
002697 TUCKERSMITH COMMUNICATIONS	01/2017	01/18/2017	SEWER - BLYTH PLANT 4466	97.20
		Invoice Count	1 Total	97.20
<b>Cheque 900034 Date 01/18/2017 Amount 797.12</b>				
000687 WESTARIO POWER INC.	2103511534	01/18/2017	SEWER - DEC USAGE 435 MII	767.44
000687 WESTARIO POWER INC.	300230444	01/18/2017	SEWER - DEC USAGE SYPHC	29.68
		Invoice Count	2 Total	797.12
Report Total				19,237.34





## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Donna White, Director of Finance  
**DATE:** 23/01/2017  
**SUBJECT:** January Activity Report  
**ATTACHMENTS:** N/A

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the Department Activity Report of the Director of Finance dated January 23, 2017, for information purposes.

### **EXECUTIVE SUMMARY**

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

### **DISCUSSION**

#### **2017 Budget**

Department Heads are continuing to work on the 2017 Budget. Once all budgets have been completed by the Department Heads and submitted to the Treasurer, work will begin on compiling the first draft of the 2017 Budget. At this point, it is anticipated that the first budget meetings will be scheduled for late February.

#### **Year End**

Staff are working on the 2016 yearend and the cut-off date for 2016 is January 27, 2017. The yearend audit has been scheduled to begin on February 27, 2017.

#### **Source Water Protection – 2<sup>nd</sup> request for an Extension**

The Ministry of Environment and Climate Change announced a second extension of the Source Water Implementation Fund by one year to March 31, 2018 on December 16, 2016. The first extension date was March 5, 2017 to allow the remaining funds for North Huron in the amount of \$17,897.25 to be spent within that time frame. The applicable paperwork and by-law was executed. The required Progress Report for 2016 was filed on December 9, 2016. This second extension request required a work plan to be completed on how the remaining funds would be spent. Due to the number of new staff requiring training and the remaining tasks to be completed, the Treasurer has filed a request for this second extension. If approved, another by-law will be required. This second extension would provide sufficient time to complete the tasks and ensure that the funding has been fully utilized. The total funds provided under this program was \$102,500.00.

#### **2016 Draft Asset Management Plan**

The first Draft of the Asset Management Plan was received at the end of 2016 from Public Sector Digest (Citywide). The Treasurer has reviewed the document and is working with Public Sector Digest on revisions which are expected to be completed in January and the final report completed.

Once the final document is received, the Director will prepare a summary report for Council and the Senior Management Team.

**Payroll – Job Costing**

Staff have been spending significant time on the set up of the new GL structure and the new job costing for Shared Services. The changes will be reflected in the 2017 Draft Budget and will be discussed as part of the budget process.

**OCIF Formula Based Grant Allocation**

The OCIF Formula Based Allocation in the amount of \$92,375.00 was allocated to the Patrick Street Reconstruction Project and the required forms were filed by the December 31<sup>st</sup> deadline. The final asphalt layer will be completed in 2017 and included in the 2017 budget.

**FINANCIAL IMPACT**

Financial impacts will be assessed as further information becomes available.

**FUTURE CONSIDERATIONS**

Budget Meetings will be scheduled tentatively for February.

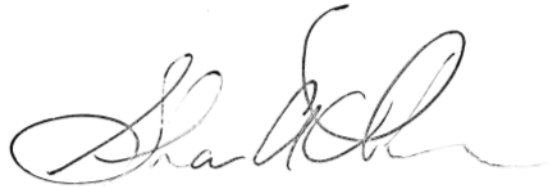
**RELATIONSHIP TO STRATEGIC PLAN**

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



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Donna White, Treasurer



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Sharon Chambers, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Jeff Molenhuis, Director of Public Works  
**DATE:** 23/01/2017  
**SUBJECT:** January Activity Report  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receive the report Public Works January Activity Report for information.

### **EXECUTIVE SUMMARY**

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

### **DISCUSSION**

Administration and Shared Service	<ul style="list-style-type: none"><li>• Utilizing a Dual Budget and Capital program for 2017 budget which has mirrored accounts for both NH and MT. Significant work to establish and map both budgets to a new, aligned budget structure. This is a very labour intensive process for administration.</li><li>• Procurement of materials and services for NH &amp; MT in 2017 are being reviewed and drafted for release in early January.</li><li>• Met with Huron County and neighboring municipalities to review roads coordination and the GIS system.</li><li>• Performance Evaluation process for Shared Service</li><li>• Posted and closed two positions for Shared Service management and administration. Reviewing candidate applications at this time.</li></ul>
Development	<ul style="list-style-type: none"><li>• Attended multiple meetings with a potential development north of Wingham.</li><li>• Working on Cross Border Servicing Development meetings with MT, CH and NH developers.</li></ul>
Capital	<ul style="list-style-type: none"><li>• Howson Dam EA – Working with the environmental consultant on the SAR application to MNRF.</li><li>• Wingham Standpipe EA – Consulting firm is secured and expect work to initiate in 2017</li><li>• Westmoreland/Mill Street, Blyth – Coordinating with consultant for a new cost estimate for redesign. Updated cost is included in the 2017 budget.</li><li>• Blyth Well – Substantial completion has been granted with minor deficiency items to be considered in the maintenance</li></ul>

	<ul style="list-style-type: none"> <li>• Road Needs Study and OSIMS/Bridge Needs Study – Draft report for NH &amp; MT is currently under review. Expecting to finalize in early December.</li> </ul>
Roads	<ul style="list-style-type: none"> <li>• Winter Control – Although winter weather is often random and unpredictable, PW staff snow removal efforts are not. Best practice from previous winter operational activities and defined schedules with staff and Foreman's are being utilized to maintain the current level of service and format of service, including coverage and compliance of MMS. Updates to patrol routes, tracking and mapping are currently being implemented. The first snowfall in December was a very significant and continued event in which some parts of the Township received 3-4 feet of snow within a week.</li> </ul>
Water/Wastewater	<ul style="list-style-type: none"> <li>• Received a report from Veolia Water for the month of December on the Belgrave Drinking Water System.</li> <li>• Received a Wingham Drinking Water System Inspection Report and a Blyth Drinking Water System Inspection Report from the MOECC. Systems have no actions required.</li> </ul>
Landfill/Solid Waste	<ul style="list-style-type: none"> <li>• NH resident survey is underway until February 6<sup>th</sup> to gain feedback on desired service and potentially integrate into new contract.</li> <li>• Anticipate to report back on general results at the Feb 6/17 meeting, with recommendations for RFP formulation.</li> <li>• A MOECC Inspection took place on November 9<sup>th</sup> at Morris Landfill and a report was drafted for action.</li> <li>• MT Council questioned spending at the landfill for grinding equipment rental. Staff prepared a report to justify the expense relative to the anticipated approach of trucking to London and paying tipping fees. Savings were estimated at \$10-15,000.</li> </ul>
Cemetery	<ul style="list-style-type: none"> <li>• Nothing to report at this time.</li> </ul>
Drainage	<ul style="list-style-type: none"> <li>• Nothing to report at this time.</li> </ul>
Equipment and Vehicles	<ul style="list-style-type: none"> <li>• Winter equipment and vehicle maintenance is on-going.</li> </ul>

### **FINANCIAL IMPACT**

No immediate financial impact at this time.

### **FUTURE CONSIDERATIONS**

No future considerations at this time.

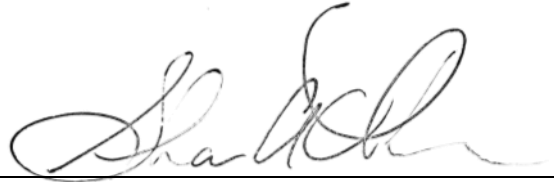
**RELATIONSHIP TO STRATEGIC PLAN**

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



---

Jeff Molenhuis, Director of Public Works



---

Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Kirk Livingston, Chief Building Official  
**DATE:** 23/01/2017  
**SUBJECT:** Building Department Activity Report – December 2016  
**ATTACHMENTS:** None

---

## **RECOMMENDATION:**

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

## **EXECUTIVE SUMMARY**

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

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

## **DISCUSSION**

### **Building Permit Report – December 2016**

Permit #	Permit Type	Value of Project	Sq. Metre New Construction	Status
2016-0091	Pool Fence	\$ 25,000.00	41.99	Issued
2016-0092	Demolition	*****	89.93	Issued
2016-0093	Sign Permit	\$ 10,000.00	*****	Issued
<del>2016-0094</del>	<del>Multi Unit Residential</del>	<del>\$ 150,000.00</del>	<del>148.6</del>	Revoked
2016-0095	Solid Fuel Burning Appliance	\$ 2,000.00	*****	Issued
2016-0096	Alteration / Renovation / Repair	\$ 6,100,000.00	1337.76	Issued

**Total Value of Construction to date; \$ 20,877,472.35 (Last year \$ 4,490,200.00)**

**Zoning Certificates issued to date; 80**

### **By-law Enforcement and Property Standards Report**

We received no complaints with respect to property standards issues.

We received no complaints with respect to animal control issues.

**FINANCIAL IMPACT**

No financial impact at this time.

**FUTURE CONSIDERATIONS**

No future considerations at this time.


**RELATIONSHIP TO STRATEGIC PLAN**

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



---

Kirk Livingston, Chief Building Official



---

Sharon Chambers, CAO



# TOWNSHIP OF NORTH HURON

# REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** David Sparling, Director of Fire and Emergency Services  
**DATE:** 23/01/2017  
**SUBJECT:** Report for Month of January for December 2016 FDNH Activities  
**ATTACHMENTS:**

---

## **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approve the Fire Department of North Huron report for December 2016 activities.

## **EXECUTIVE SUMMARY**

December FDNH 2016 activities as indicated in the report below.

## **DISCUSSION**

### **Training:**

#### Weekly Training:

- 1 week Rapid Intervention Team and (RIT) training (29 personnel)
- 1 week of monthly equipment checks (40 personnel)
- 1 week of firefighter survival training (25 personnel)
- 1 week of firefighter survival training (28 personnel)

### **Notable:**

FDNH completed a comprehensive rural water supply plan for tanker refill points throughout our fire protection area.

Firefighter Tony Falconer has returned from his medical leave of absence.

Blyth and Wingham Firefighters' Associations each donated a skid of food to the food bank.

### **Notable Fire Prevention and Public Education:**

FDNH made a presentation to the Wingham United Church Women.

### **December Incidents:**

#### 2 December:

- Power lines down/arcng
- North Huron
- Outcome: Secured site until Westario arrived.



3 December:

Fire - structure

North Huron

Outcome: Total loss.

Notes: Mutual aid (tanker) from Goderich FD and Goderich FD (tanker). Estimated loss: \$1.1M, 640 pigs.

3 December:

Alarm system activation

North Huron

Outcome: No smoke. No fire. Faulty detector.

Notes: Cancelled before fire apparatus responded.

4 December:

Medical first response

North Huron

Outcome: Patient transferred by EMS.

4 December:

Assist investigation

North Huron

Outcome: FDNH called to assist OFMEM with apparatus and personnel at barn fire investigation from 3 December.

5 December:

Open air burn

Morris-Turnberry

Outcome: Fire extinguished by property owner.

Notes: Burn in contravention of Ontario Fire Code.

5 December:

Open air burn

North Huron

Outcome: Fire extinguished by FDNH.

Notes: Burn in contravention of municipal bylaw. Owner billed for services.

13 December:

Motor vehicle collision

North Huron

Outcome: Patient transferred by EMS.

13 December:

Smoke alarm activation

Morris-Turnberry

Outcome: No smoke. No fire. Faulty alarm.

18 December:

Mutual Aid - tanker  
Ashfield Colborne Wawanosh  
Outcome: FDNH cancelled prior to arrival.

20 December:

Automatic Aid  
South Bruce  
Outcome: FDNH cancelled prior to arrival.

23 December:

Fire - structure  
Morris-Turnberry  
Outcome: Significant smoke damage. Home saved.  
Notes: Mutual aid (rescue and tanker) South Bruce – Teeswater and Howick (tanker).  
Damage estimated at \$40,000.

26 December:

Automatic Aid  
South Bruce  
Outcome: Call placed from Morris-Turnberry in automatic aid area with South Bruce.  
Full FDNH response. Call actually in South Bruce (i.e. across the road).

29 December:

Alarm system activation  
North Huron  
Outcome: No smoke. No fire. Faulty detector.

30 December:

Motor vehicle collision  
North Huron  
Outcome: 1 patient deceased, 2 other transferred by EMS.

30 December:

Alarm system activation  
North Huron  
Outcome: No smoke. No fire. Water pipe had burst activating system.

### **FINANCIAL IMPACT**

2016 was the second busiest year ever. However, FDNH responded to more working fires (incidents where something was burning) than any year since our establishment in 2010. Working fire calls are the most expensive calls FDNH responds too.

### **FUTURE CONSIDERATIONS**

FDNH's current contract with our neighbours is in place until 31 December 2018. It may be reasonable to assume that adjustments will be required to these contracts at that time

### **RELATIONSHIP TO STRATEGIC PLAN**

Goal 3. Ensure our community is healthy and safe.



---

David Sparling,  
Director Fire & Emergency Services



---

Sharon Chambers, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** David Sparling, Director of Fire and Emergency Services  
**DATE:** 23/01/2017  
**SUBJECT:** Mapping Projects Update  
**ATTACHMENTS:** Multiple files

---

### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accept this report for information purposes.

### **EXECUTIVE SUMMARY**

It is estimated that 70% of 911 calls are placed via a cell phone. There are insufficient cell towers in our fire protection area to provide triangulation (i.e. locate precisely where the cell caller is). As such, effective 911 signage is imperative for emergency services to receive accurate call locations

### **DISCUSSION**

The following list the current mapping projects FDNH is participating in.

#### **Rural water supply mapping for FDNH:**

Status: complete

Update: North Huron and FDNH's contract partners are to provide FDNH with rural water supply points to refill our water tankers. This data was not readily available. FDNH completed a comprehensive water supply mapping plan and this was implemented in January 2017. Attached files: Wingham Rural Water Supply Map & Wingham Water Supply Details 911#'s Blocked Out.

#### **Vacant farm laneway 911 blades.**

Status: still a work in progress.

Update: Many discrepancies were found in the East Wawanosh Ward while reviewing the address points for the vacant land project. In many cases, there appears to be new driveways that have inherited pre-installed 9-1-1 property blades or there are signs installed some distance of where they were created (and measured) for. In a number of instances where the formula used was not correct for the signs per side during addressing process.

#### **911 signs for snowmobile trails**

Status: work currently ceased

Update: Perth County implemented a 911 sign program for snowmobilers so they could provide an accurate location if they called 911. Proposal from Huron County Fire Chiefs and CEMC's was implement the same program in Huron. Sign locations have been calculated and sign format developed, but there is no funding to proceed any further at this time. Attached files: Trail Signs Huron County High Intensity & Huron County Snowmobile Trail FR Numbers.

Turnberry Estates

Status: project about to be initiated (lead by Morris-Turnberry)

Update: Cell callers have 3 different addresses they can use for the same location when calling 911. (See attached file) FDNH has requested that Morris-Turnberry review this with the ownership to ensure one agreed-upon address for each location. Attached files: 39724 MT, 39724 Huron County, and 39724 FDNH.

Back Alleys on Josephine and Queen Streets in Blyth

Status: 2017 project

Update: Current 911 numbering and locations for back alleys in North Huron (and elsewhere in Huron County) are confusing and in some cases, non-existent. This needs to be addressed, and is a 2017 project.

#### **FINANCIAL IMPACT**

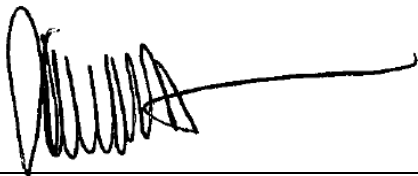
None of these programs have a capital cost for North Huron.

#### **FUTURE CONSIDERATIONS**

Most of these projects are ongoing and will hopefully be completed in 2017.

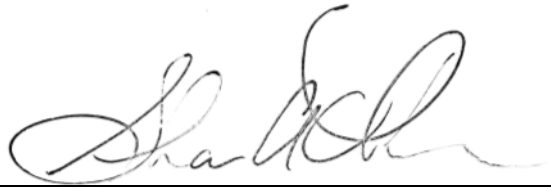
#### **RELATIONSHIP TO STRATEGIC PLAN**

Goal 3: Ensure our community is healthy and safe.



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David Sparling,  
Director Fire & Emergency Services

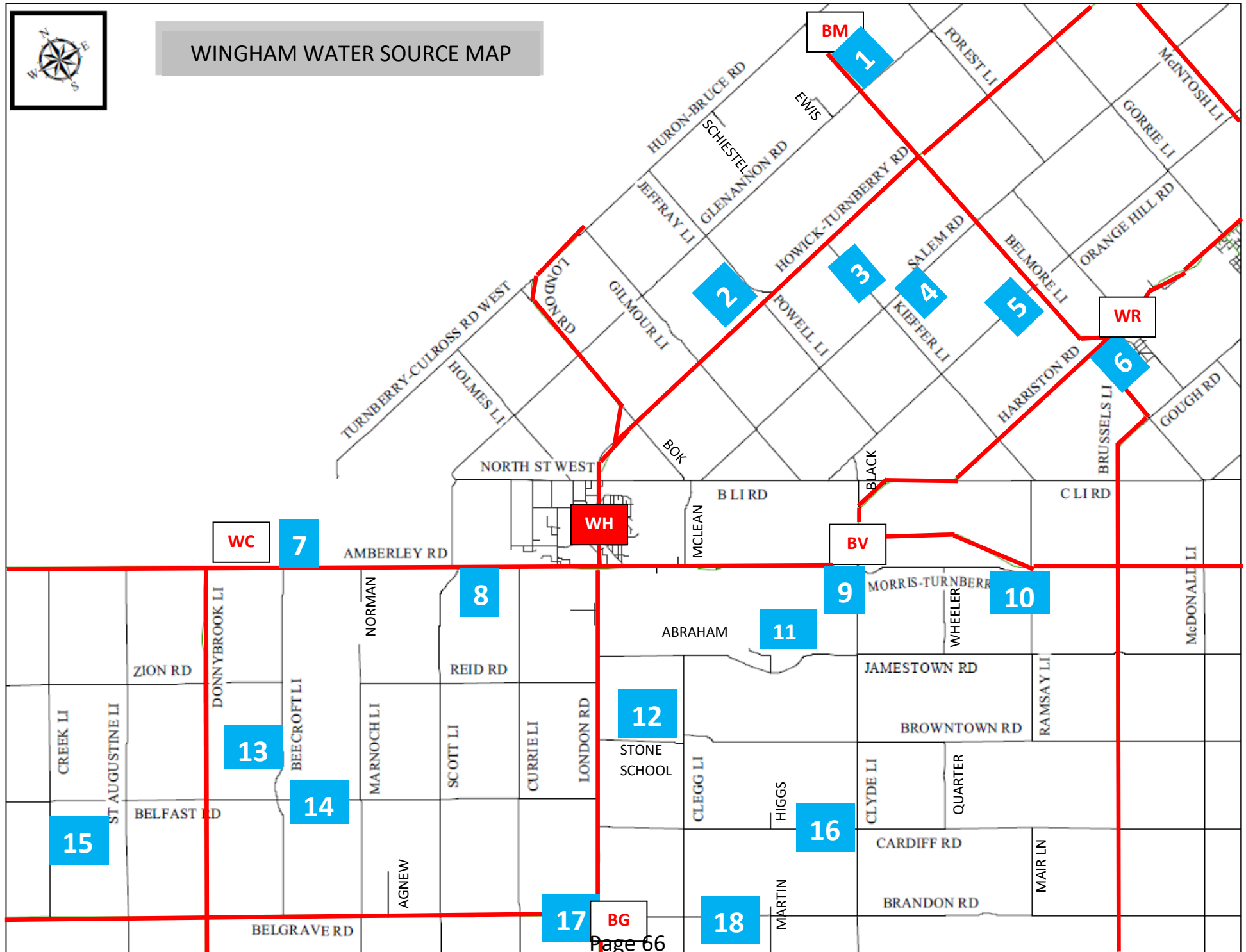


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Sharon Chambers, CAO



# WINGHAM WATER SOURCE MAP

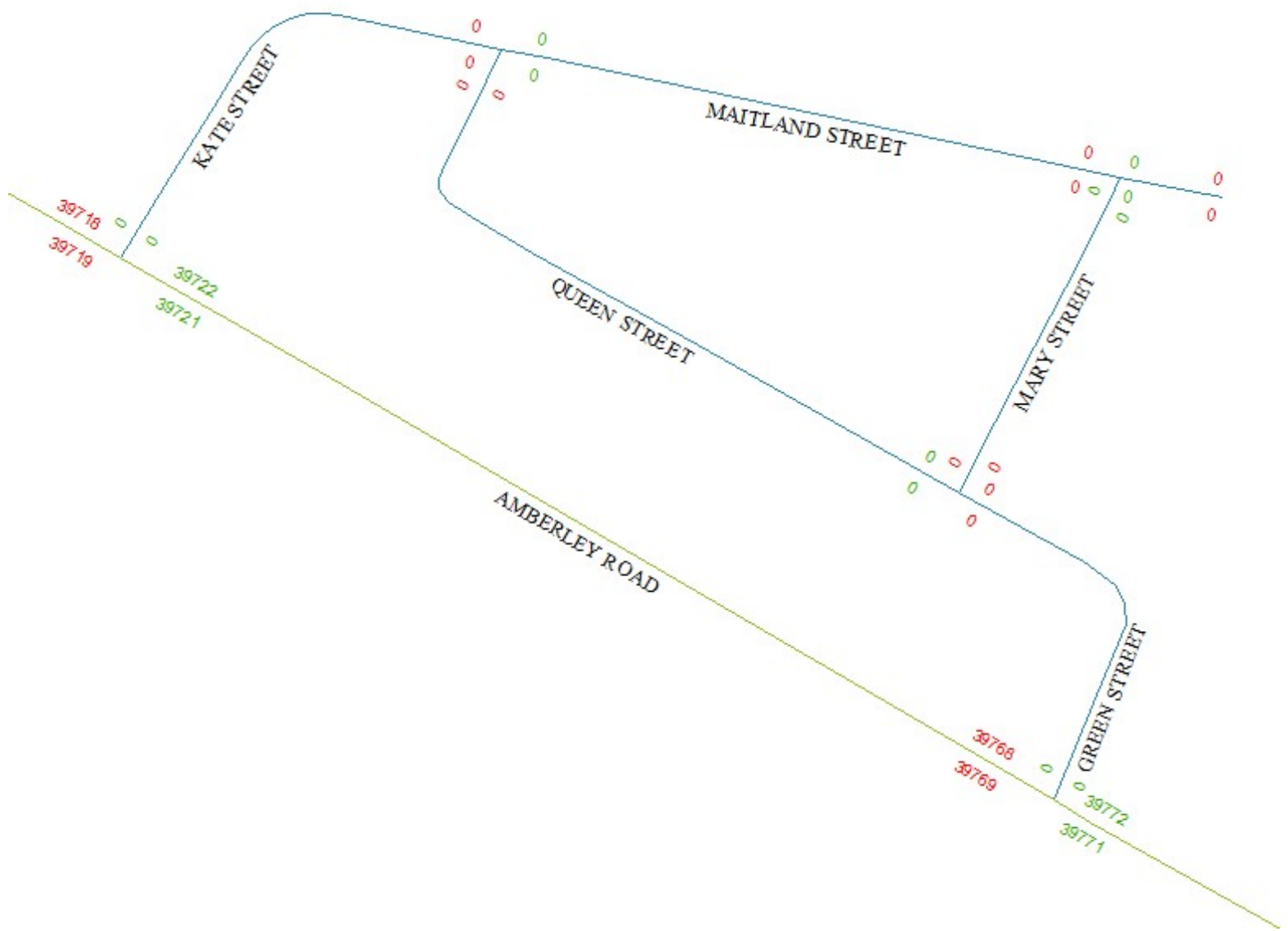


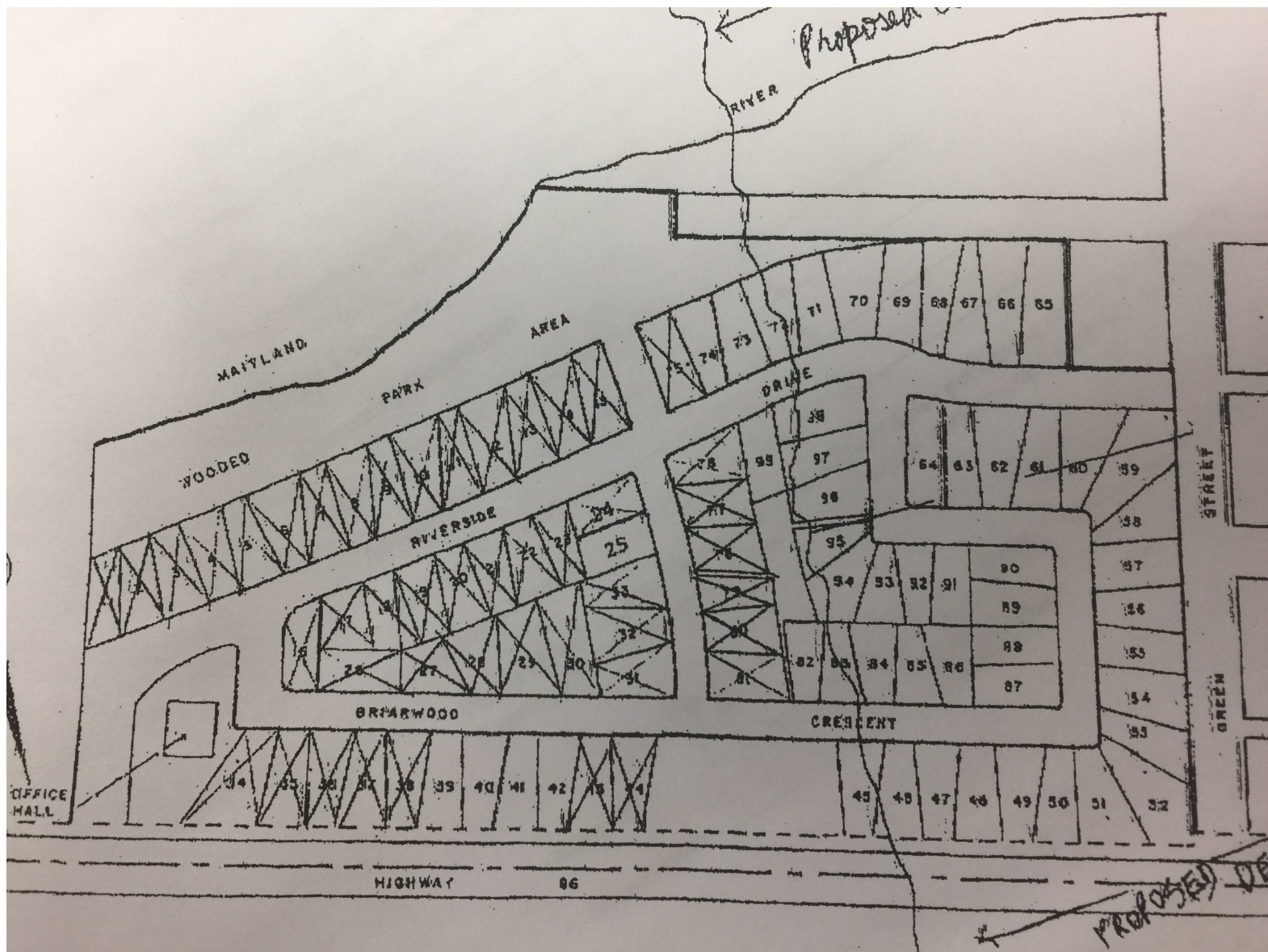
Water Supply Point		
Map	Number	Location
Wingham	1	<b>91064 Belmore Line (south edge of Belmore)</b> > pond, access using righty hand side of driveway
Wingham	2	<b>90379 Jeffray (just north of Howick Turnberry Road)</b> > river
Wingham	3	<b>Kieffer Line north of Salem Salem</b> > bridge, access using south east side
Wingham	4	<b>Salem Road between Kieffer and Belmore Line</b> > bridge, use farm laneway
Wingham	5	<b>Orange Hill Road between Kieffer and Belmore Line</b> > bridge, use gate on north west side
Wingham	6	<b>Main street in Wroxeter</b> > north east side of bridge (Gibson & Howick Streets)
Wingham	7	<b><i>Between 52 &amp; 78 Amberley Road</i></b> > pond on north side of road, fill trucks on highway
Wingham	8	<b>39591 Amberley Road</b> > pond, access from shoulder on south side of road
Wingham	9	<b>Bluevale Dam</b> > 7 Morris St Bluevale
Wingham	10	<b>Across from 42169 Morris Turnberry Road</b> > river
Wingham	11	<b>Abraham Road bridge</b> > bridge, access using south west side
Wingham	12	<b>Across from 40563 Stone School Road</b> > river
Wingham	13	<b>Across from 82569 Beecroft</b> > river
Wingham	14	<b>38812 Beecrof Line (Beecroft Line and Belfast Road)</b> > bridge, access using north east side
Wingham	15	<b>85442 Creek Line</b> > Lake Wawanosh Conservation Area ( <b>no winter access</b> ), lake 1000' in laneway from Creek Line
Wingham	16	<b>41124 Cardiff Road</b> > bridge, access using north east side
Wing & Blyth	17	<b>Belgrave Road west of Queens St. / London Road</b> > creek, access using north east side
Wing & Blyth	18	<b>Brandon Road between Clegg and Martin Line</b> > bridge, access using south west side



Complete Address ▲	Station	9-1-1 Number	Property Name
39724 Amberley Road W, Morris-...	Wingham	4060490020025001000	TURNBERRY ESTATES/use lot # addresses
39724 -Park 10 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 11 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 12 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 15 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 16 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 19 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 2 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 20 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 21 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 22 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 23 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 24 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 4 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 5 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 6 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 7 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 75 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 76 Amberley Road ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 9 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 1 Amberley Road W, ...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 14 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 17 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 18 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 22 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 27 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 28 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 29 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 30 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 31 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 34 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 35 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 37 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES
39724 -Park 38 Amberley Road W,...	Wingham	4060490020025001000	TURNBERRY ESTATES









THIS RENDERING IS INTENDED AS A SAMPLE ONLY. COLOR, TEXTURE, MEASUREMENTS, AND ACTUAL APPEARANCE MAY VARY SLIGHTLY FROM COMPLETED WORK AND IS CONSIDERED NORMAL AND USUAL.

Please check layout (artwork, spelling, dimensions) and return with signature. Production cannot begin until written approval is received. Additional charges will be applied for any changes that are needed after approval is received. Cedar Signs Inc. is not responsible for any errors in spelling, layout, or dimension that have been approved by the customer. The proof is for listed items only. Any changes or deletions by the customer not show or charged here in will be billable separately.

**APPROVAL  
REQUIRED** ✓

I HAVE REVIEWED THE ABOVE SPECIFICATIONS AND HEREBY FULLY UNDERSTAND THE CONTENT OF THE WORK TO BE PERFORMED AND APPROVE THIS PROJECT TO BEGIN"

Page 71

I HAVE READ AND AGREE TO ALL TERMS. INITIAL \_\_\_\_\_

Customer Name: \_\_\_\_\_  
(Please Print)

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Cedar Signs  
1507 Clyde Rd.,  
Cambridge ON N1R 5S7  
Phone (519) 740-0376  
Fax (519) 623-1702

DATE: NOVEMBER 24, 2016  
QUOTE #112416

THIS QUOTE VALID FOR 30 DAYS

TO Huron County  
Attn: Jason Dodds

SALESPERSON	JOB	SHIPPING METHOD	SHIPPING TERMS	DELIVERY DATE	PAYMENT TERMS	DUE DATE
John		Midland			30 days	

QTY	ITEM #	DESCRIPTION	UNIT PRICE	LINE TOTAL
300		Various Signs 30x45cm .081 Aluminum, White Letters On Blue Back, High Intensity Double Sided	\$32.24	\$9,672.00
FREIGHT				\$157.59
SUBTOTAL				\$9,829.59
SALES TAX				\$1,277.85
TOTAL				\$11,107.44

Quotation prepared by: J Rivers

To accept this quotation, sign here and return: \_\_\_\_\_

Thank you for your business!

Water Supply Point				
Map	Number	Location		
Wingham	1	##### Belmore Line (south edge of Belmore) > pond, access using righty hand side of driveway		
Wingham	2	##### Jeffray (just north of Howick Turnberry Road) > river		
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Wingham	6	Main street in Wroxeter > north east side of bridge (Gibson & Howick Streets)		
Wingham	7	Between ##### & ##### Amberley Road > pond on north side of road, fill trucks on highway		
Wingham	8	##### Amberley Road > pond, access from shoulder on south side of road		
Wingham	9	Bluevale Dam > 7 Morris St Bluevale		
Wingham	10	Across from ##### Morris Turnberry Road > river		
Wingham	11	Abraham Road bridge > bridge, access using south west side		
Wingham	12	Across from ##### Stone School Road > river		
Wingham	13	Across from ##### Beecroft > river		
Wingham	14	##### Beecroft Line (Beecroft Line and Belfast Road) > bridge, access using north east side		
Wingham	15	##### Creek Line > Lake Wawanosh Conservation Area (no winter access), lake 1000' in laneway from Creek Line		
Wingham	16	##### Cardiff Road > bridge, access using north east side		
Wing & Blyth	17	Belgrave Road west of Queens St. / London Road > creek, access using north east side		
Wing & Blyth	18	Brandon Road between Clegg and Martin Line > bridge, access using south west side		









MUNICIPAL PROPERTY ASSESSMENT CORPORATION

December 21, 2016

To: Treasurers and Tax Collectors

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

**Subject: 2016 Assessment Update Municipal Summary Report**

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The return of 2016 assessment rolls to Ontario municipalities marks a key milestone in the organization's delivery of the province-wide 2016 Assessment Update.

2016 was a year of many firsts for MPAC's delivery of updated assessments. We made a number of changes to our operations and the products and services we deliver to property owners and stakeholders. Our goal was to undertake an Assessment Update that demonstrated a greater focus on roll stability, transparency and collaboration.

We have developed the enclosed report for municipal administration and elected officials to provide an Executive Summary of the work performed by MPAC in support of the 2016 Assessment Update, which includes municipal level snapshots of the property class changes unique to your area.

A copy of this report will also be provided to Municipal Clerks for submission to municipal councils in the new year. In the interim, I encourage you to review the report and share your comments or any questions with your local Municipal and Stakeholder Relations team.

Yours truly,

A handwritten signature in blue ink, appearing to read "Carla Y. Nell", is written over a light blue circular stamp.

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

cc: Regional and Account Managers



# 2016 Assessment Update

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## Municipal Summary Report

December 2016



MUNICIPAL  
PROPERTY  
ASSESSMENT  
CORPORATION

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# Delivering the 2016 Assessment Update

## About This Report

The following report has been developed to provide municipal administration and elected officials with an executive summary of the work undertaken by Municipal Property Assessment Corporation (MPAC) in delivering assessed values for the 2016 Assessment Update.

MPAC is committed to providing property owners, municipalities and all its stakeholders with the best possible service. Our goal is a stable assessment base through greater transparency, shared understanding and accuracy in property values.

## Introduction

In Ontario, property assessments are updated every four years. The 2016 Assessment Update reflects a legislated valuation date of January 1, 2016, for the 2017-2020 property tax years.

MPAC's work to deliver the 2016 Assessment Update began in 2015—nearly two years earlier than previous Assessment Updates. As part of our efforts, we introduced some of the most significant reforms to Ontario's property assessment system since 1998, and recognized early engagement and openness as keys to our success.

**The following report summarizes the initiatives that MPAC has undertaken to:**

- Deliver on our commitment to engage with and provide greater access to information for property owners, municipalities and stakeholders
- Improve our valuation analysis, methods and models
- Increase our assessment quality through stringent data cleansing, quality checks and testing our work through third parties

## Our 2013-2016 Strategic Plan

MPAC provided property owners, municipalities and stakeholders with the best possible service through transparency, predictability and accuracy—and works with municipalities and property owners and industry associations to identify potential opportunities to further refine Ontario's property tax system.

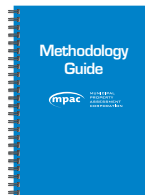
## Disclosure

MPAC has launched disclosure initiatives to inform property owners and municipalities about how accurate property values are established. MPAC's approach to disclosure varies by property type. The disclosure initiatives include ongoing consultations with property owners and municipalities to determine appropriate valuation methodology and valuation parameters.



### Three levels of Disclosure documentation were established:

#### 1 Methodology Guides



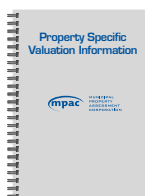
33 guides that explain assessment methodology, and reflect appraisal industry standards and best practices.

#### 2 Market Valuation Reports (MVR)



161 reports that explain how assessment methodology is applied to value properties, at the sector level, including reports for each of MPAC's 128 residential market areas.

#### 3 Property Specific Valuation Information



Detailed information is also provided for over 5 million properties in Ontario, including 600,000+ farm and business properties, available through secure access ([aboutmyproperty.ca](http://aboutmyproperty.ca)) to property taxpayers, their representatives and municipalities. MPAC has published 33 additional supporting documents, including our Information and Data Sharing Policy, Economic Obsolescence Reports, and Cost Analytics.

# 2016 Assessment Update Rollout



## Residential Properties

Notices for residential property owners were mailed over a 21-week period starting on April 4, 2016. The staggered approach was intended for MPAC to:

- Resolve any property owner concerns before final Assessment Rolls are returned to municipalities
- Allow for more localized targeted outreach
- Manage the influx of calls to our call centre to better respond to enquiries

## RESIDENTIAL Market Trends™

### Residential Market Trends

Launched April 2016, Residential Market Trends is a new, user-friendly online tool on [aboutmyproperty.ca](http://aboutmyproperty.ca) designed to inform property taxpayers about key market shifts happening in their neighbourhood and across Ontario.

Through interactive maps, property owners can understand how property assessments have changed in any specified neighbourhood. The maps display information on the average assessment increase in an area, including the value of a typical home, condominium and waterfront property value from 2016 to 2017. Provincially, residential property values have increased on average by 4.5% annually since 2012. Over the next four years, the average residential property will increase by 18%.

### Key Improvement Areas

#### *Improved Sales/Data Validation*

MPAC completed more sales investigations and data quality checks in preparation for this year's assessment update than past reassessments. MPAC staff investigated more than 200,000 sales since 2012, which is more than double the sales reviewed for the 2012 Assessment Update. MPAC also reviewed and updated more than 2.8 million data elements.

#### *Redesigned Property Assessment Notice*

MPAC redesigned the Property Assessment Notice as part of its commitment to enhance the residential taxpayer experience and educate property taxpayers on the valuation process.



MPAC conducted quantitative and qualitative research through a third party to receive feedback from residential taxpayers from across Ontario. Enhancements were made based on this feedback and through consultation with the Ministry of Finance.

Changes include:

- An Issue Date and specific Request for Reconsideration (RfR) deadline for each of the applicable tax years
- A clear explanation of phase-in
- A simple explanation of the Ontario Property Assessment System
- Information on the valuation process and the five key factors that affect residential property value

### ***Improved Understanding***

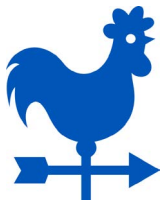
In advance of the residential Notice mailing, a variety of resources were provided to property owners, including:



- Brochures
  - [About MPAC](#)
  - [Understanding Your 2016 Property Assessment Notice](#)
  - [Resolving Assessment Concerns/Requests for Reconsideration \(RfR\)](#)
  - [Residential Properties](#)
  - [Newly Built Homes](#)
  - [Waterfront Properties](#)



- Videos
  - [AboutMyProperty™ Overview](#)
  - [How MPAC Assesses Properties](#)
  - [The Request for Reconsideration process](#)
  - [Property Assessment and Taxation](#)
- [Residential Market Trends](#)



## Farm Properties

MPAC has strengthened the accuracy and equity of farm valuations for the 2016 Assessment Update. Property Assessment Notices were delivered starting October 11, 2016, with an average annual increase of 16% since 2012. Over the next four years, the average farm property will increase by 64%.

### Farm Market Trends

Farm Market Trends were created for 48 different geographic regions, and the Current Value Assessment change shows the percentage increase for year one of the phase-in (2017). The maps also show a rate per acre of Class 1 farmland, which is often how farmers speak when referencing the value of their farm property.

1

#### Upward trends continue

Farmland property sales indicate that farm values have continued to increase provincially.

2

#### Interest rates are low

Historic low interest rates have allowed farmers to expand farming operations.

3

#### Demand outweighs supply

Over the last several years, the demand for farmland has significantly outweighed the supply, creating competition.

4

#### Not all buyers are farmers

Non-agricultural buyers in Ontario continue to purchase farmland.

5

#### More land is needed

Many sectors, including large intensive livestock enterprises, need land for nutrient management and cropping requirements.

6

#### Soil type is a factor

The availability of soil types that support high-value crops is driving up demand.

7

#### Farmland sales expand east

Producers continue to expand by purchasing land in Eastern Ontario and in neighbouring communities.

8

#### Lower priced land available in northeast

Buyers from Southern Ontario who are in search of lower priced land are finding it in the Northern and Eastern regions of Ontario.

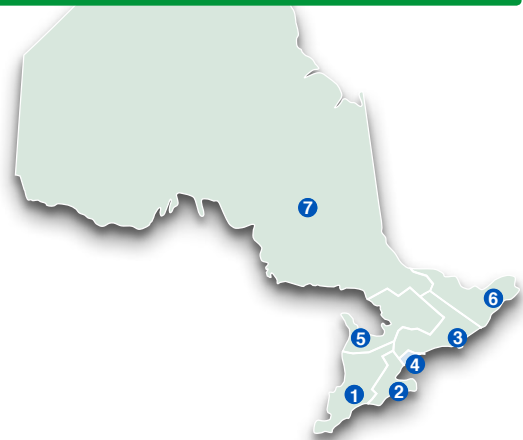
## Farm Value Comparison



### Overall

Average assessment change for 2016-2017

<b>Ontario Overall</b>	<b>16%</b>
South West ①	16%
Golden Horseshoe ②	12%
GTA Central Ontario ③	13%
City of Toronto ④	N/A
Central North East ⑤	16%
East ⑥	19%
North ⑦	18%



Average annual assessment changes reflect the median value for farm properties, regardless of the property class. This includes vacant farmland, farms with residences and outbuildings. The farm market trends map for 48 different geographic regions are available on [aboutmyproperty.ca](http://aboutmyproperty.ca).

## Key Improvement Areas

### Data Integrity/Accuracy

For the 2016 Update, MPAC implemented a number of changes that have resulted in a better approach to farm valuations.

- **Improved farm sale verification process.** MPAC undertook significant analysis and only used sales of farmland sold to farmers to determine farmland rates. Farm verifications included a standard letter and questionnaire sent to new farm owners, and a mandatory review of vacant farm land sales that are 10 acres or greater.
- **Comprehensive review of vacant farm land sales back to January 2008.** A longer sales period increased the number of farm sales in MPAC's analysis by approximately 40% over past reassessments (sales are time-adjusted to reflect market changes over time).
- **Reduction in the number of farm neighbourhoods.** Farm neighbourhoods have been combined, resulting in a reduction from 228 to 167 neighbourhoods. This has enabled MPAC to use more sales transactions in its determination of the farm land rates. MPAC staff also reviewed the values for farms in bordering neighbourhoods to ensure equity in the valuations.
- **New Agricultural Cost Guide.** MPAC is now relying on a new, up-to-date agricultural cost guide to determine the value of farm structures.



### ***Consultation and Engagement***

In consultation with the Ontario Federation of Agriculture (OFA), the Ontario Ministry of Agriculture Food and Rural Affairs (OMAFRA), municipalities and industry representatives, MPAC worked closely with the farming community to provide additional transparency regarding farmland valuations.



### ***Redesigned Property Assessment Notice***

MPAC engaged property owners and industry groups through focus groups to discuss potential enhancements to the Property Assessment Notice. As a result of feedback received, MPAC customized the Farm Notice to clearly indicate whether the property is classified in the residential or farm tax property class and include acreage as part of the property description.

### ***Improved Understanding***

In addition to outreach and consultation, MPAC created a suite of communication materials to help farm property owners understand the changes being introduced for farm properties as part of this year's province-wide Assessment Update. The materials include:

- A new [Farm brochure](#)
- [How MPAC Assesses Farm Properties](#) video
- An [Infographic](#) that explains how MPAC values farm properties
- [Understanding your Farm Property Assessment Notice Brochure](#)
- Access to all three levels of disclosure for their farm property through [aboutmyproperty.ca](#)
- [Farm Market Trends](#)





## Business Properties

Business property owners received their 2016 Notices starting on October 18, 2016. Values reflect the local real estate market and MPAC's analysis of the market indicates that most categories of business property have increased in value over the last four years. MPAC has made considerable efforts to analyze local markets, review the data on file and talk to property owners in advance of the update.

### Multi-Residential

MPAC has changed the way multi-residential properties are assessed and used the Direct Capitalization Approach for the 2016 Assessment Update. These changes were implemented as a result of feedback received during consultations with the Federation of Rental-Housing Providers of Ontario (FRPO), the Co-operative Housing Federation of Canada (Ontario Region Office) and the Ontario Non-Profit Housing Association. Provincially, multi-residential property values have increased on average by 7% annually since 2012. Over the next four years, the average multi-residential property will increase by 28%.

1

#### Upward trends continue

Multi-residential property sales indicate that values have continued to increase provincially.

2

#### Interest rates are low

Historic low interest rates have fueled an active sales market for multi-residential properties.

3

#### Demand outweighs supply

Competition for apartment investment properties in large urban centres has resulted in premium pricing.

4

#### REITs and large portfolio holders invest

Real estate investment trusts and large institutional investors continue to invest in this stable asset class.

5

#### Rent vs. buy

Many young professionals are choosing to rent instead of buy due to strong home prices.

6

#### Province-wide effects

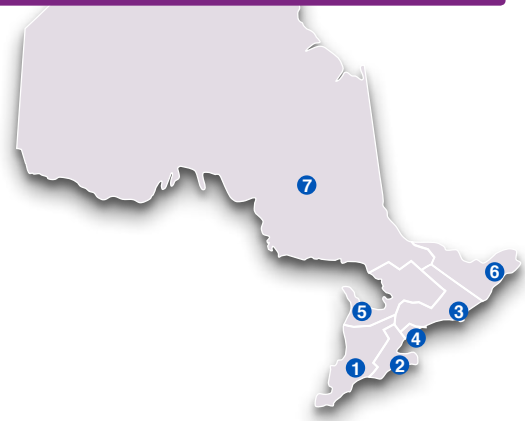
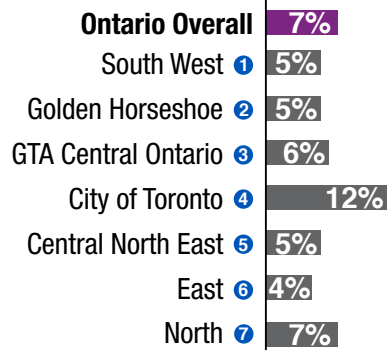
Sale prices have continued to climb across the province. Sault Ste. Marie, Thunder Bay, Barrie, Hamilton, Windsor and the Greater Toronto Area all show strengthening apartment markets.

## Multi-Residential Value Comparison



### Overall

Average assessment change for 2016-2017



*Average annual assessment changes reflect the median value for multi-residential properties having seven or more units. Multi-residential market trends include average assessment change (2016-2017), Fair Market Rents, capitalization rates and vacancy rates.*

### Key Improvement Areas

- Reviewed four years of sales data to determine multi-residential values
- Researched and consulted third party sources, including Canada Mortgage and Housing Corporation, to validate our valuation components
- Launched the Property Income and Expense Return (PIER) tool enabling multi-residential property owners to submit their annual rental, income and expense information online
- Studied rental, financial and market information to determine Fair Market Rents, Vacancy and Bad Debt allowances, Expense Ratios and Capitalization Rates for Ontario's multi-residential properties

## Commercial

Commercial properties have a broad range of uses including small retail, food service, shopping centres or big box centres, office buildings or other general commercial uses.

MPAC conducted pre-roll discussions and/or information sessions with Ontario Business Improvement Area Associations, large office and large retail property owners, major tenants (i.e., national chains) to review preliminary valuation parameters for the various sectors. In preparation for this year's Assessment Update, MPAC reviewed Fair Market Rents against market data submitted by property owners and reviewed three years of sales data to establish accurate values. Provincially, commercial property values have increased on average by 3.1% annually since 2012. Over the next four years, the average commercial property will increase by 12.4%.

1

### **Retail development in an expanding housing market**

Retail development remains strong in areas with growing residential communities to support the demand for retail services from new residents.

2

### **Capitalization rates and office buildings**

Capitalization rates continue to compress in most parts of Ontario. New supply continues to be added in several major markets, including Toronto, Richmond Hill, Mississauga and Oakville.

3

### **Ottawa faces decline in office building values**

Ottawa continues to see a decline in rents and an increase in vacancy as the federal government continues to relinquish office space back to the market.

4

### **Big box vs. standard retail properties**

Province-wide, big box properties are experiencing marginally lower increases in assessment when compared to standard retail properties due to the limited utility beyond their existing use and limited market demand within this sector.

5

**Commercial in the Northwest**

The main urban centres of Thunder Bay, Kenora, Dryden and Fort Frances are experiencing the most consistent assessment increases in the region. Affordable housing market conditions along with stability in the mining and forestry sector have contributed to steady market conditions in the commercial sector.

6

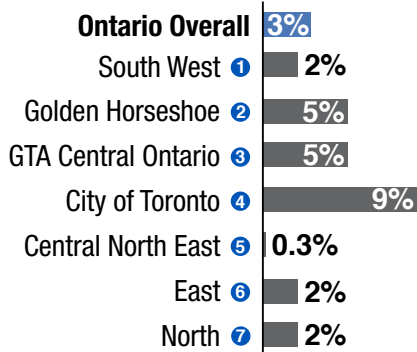
**Commercial in Northeastern Ontario**

Northeastern Ontario is seeing the lowest average change in commercial properties in the region. Increases to small retail properties are tempered in part due to the continued development of big box centres in these communities which have drawn consumers from traditional retail markets. Office buildings and large shopping centre values have outperformed small retail as sectors and investors outside of Northern Ontario see value in investing in the North due to low interest rates.

**Commercial Value Comparison**



**Overall**  
Average assessment change for 2016-2017



*Commercial market trends include average annual assessment change (2016-2017), Fair Market Rent, Vacancy, Non-Recoverable, Capitalization.*

## Industrial

MPAC conducted pre-roll consultations and/or information sessions with the Ontario Business Improvement Areas (BIA) Association and member BIAs from across Ontario, ONroute Service Centres, the Gravel Pit Industry, municipalities, the Ministry of Finance and Infrastructure Ontario to get an improved understanding of how assessment changes will impact various groups in this sector. Provincially, industrial property values have increased on average by 3% annually since 2012. Over the next four years, the average industrial property will increase by 12%.

1

### Upward trends continue

Standard industrial property sales indicate the industrial market remains strong in the Greater Toronto Area.

2

### Rebounding market in Southwestern Ontario

The market in Southwestern Ontario remains stable with industrial sales rebounding in Windsor/Chatham.

3

### Logistics a key driver for this segment

Access to main transportation routes along the 400 series highways and large distribution centres continues to stimulate industrial markets.

4

### Steady growth province-wide

Central, east and northern areas of the province continue to experience stable industrial markets.

5

### Interest rates are low

Historic low interest rates have fueled growth in industrial property sales.

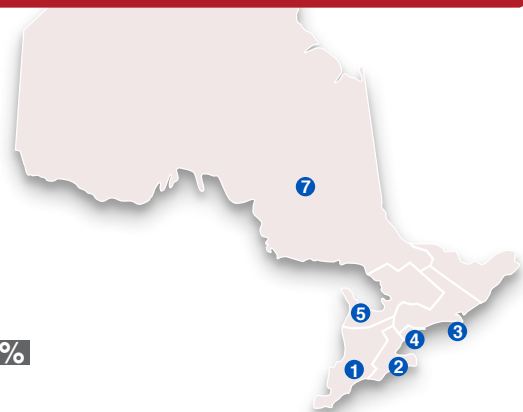
## Industrial Value Comparison



### Overall

Average assessment change for 2016-2017

<b>Ontario Overall</b>	<b>3%</b>
South West ①	2%
Golden Horseshoe ②	4%
GTA Central Ontario ③	2%
City of Toronto ④	6%
Central North East ⑤	1%
East ⑥	2%
North ⑦	2%



*Industrial maps show the average annual assessment change for industrial properties for year one of the phase-in (2017) for standard industrial properties only.*

### Key Improvement Areas

- More than 62,000 sales investigations on commercial/industrial properties province-wide, representing almost 90% of all sales for the province
- Staff reviewed and updated more than 2.8 million data elements
- Engagement has focused on property owners and stakeholders most likely to be affected by changes (either in methodology or value) and those who have expressed an interest in participating in pre-roll discussion and consultation

### Methodology Changes

MPAC engaged key stakeholder groups, municipalities, property owners and the Ministry of Finance in discussions about methodology changes in advance of the update. Key changes include:

- **Big Box Stores** – changed from the income approach to the cost approach
- **Consolidated Courthouses** – changed from the income approach to the cost approach
- **Billboards** – assessed using the regulated cost approach and included in the commercial property class
- **Equity Co-ops/Co-ownerships** – returning to its approach of valuing Equity Co-ops and Co-ownerships by the direct sales comparison approach
- **Multi-Residential** – changed the application of the income approach from a Gross Income Multiplier approach to a direct capitalization of net income

### Improved Understanding

Multi-residential and business owners have access to a range of assessment tools and information to assist them in understanding how MPAC has assessed their property. These tools include:

- A new [Multi-Residential Brochure](#) and [Infographic](#) with an overview of MPAC's approach to valuing multi-residential properties
- A [Small Commercial and Industrial Properties Brochure](#)
- [Understanding your Business Property Assessment Notice Brochure](#)
- A video that explains the [Request for Reconsideration Process for Business Properties](#)
- [Business Market Trends](#) for Commercial, Industrial and Multi-Residential properties





## Large and Special Purpose Business Properties

Large and special purpose business properties are generally characterized as properties that have a unique design, layout, size, construction materials and/or building services that facilitate one or a limited number of uses.

- They have limited market possibilities, except as a going concern business
- They typically have specialized building services
- They tend to serve large market areas that are more regional, national or international in scope
- They generally contain machines and machine fittings that are designed to facilitate one purpose
- Adaptation to other uses is typically challenging, requiring significant alterations and rarely finding economically viable uses for all of the improvements

As part of MPAC's delivery of the 2016 Assessment Update and the implementation of the recommendations under the Ministry of Finance's [Special Purpose Business Property Assessment Review \(SPBPAR\) Report](#), MPAC established an [Advance Disclosure Protocol for Large and Special Purpose Business Properties](#).

The protocol provided municipalities and property taxpayers with the opportunity to review and comment on MPAC's market analytics and preliminary assessed values for large and special purpose business properties in advance of roll return.

Under the Ministry of Finance's Section 10 directive, MPAC was required to develop [Methodology Guides](#) for the following large and special purpose business property types:

- Pulp and Paper Mills
- Saw Mills
- Value-Added Wood Products Manufacturing Plants
- Steel Manufacturing Plants
- Automotive Assembly Plants
- Automobile Parts Manufacturing Plants



Recognizing the complexities surrounding other property sectors, MPAC followed the same procedure for the following additional large and special purpose business property types:

- Pharmaceutical Manufacturing
- Chemical Manufacturing
- Oil Refineries
- Mining
- Food Processing
- Aerospace

### Consultation

Engagement and collaboration has provided municipalities and property owners with an opportunity to review and comment on MPAC's sector level analytics and preliminary assessed values for large and special purpose business property types.

Preliminary valuation summaries were shared with property owners and municipalities in May of 2016 encouraging property owners and municipalities to review the information and provide feedback, and to share alternate data, evidence and analysis with MPAC. This feedback was reflected in the updated preliminary values distributed by MPAC on October 4, 2016, which allowed property owners and municipalities a final opportunity to review their revised preliminary summary and offer input prior to Property Assessment Notice delivery on November 28, 2016.

# Our Approach to Value



## The Municipal Experience

A redesigned [Municipal Connect™](#) allows for better understanding and management of the assessment base and assessment at risk, and offers municipalities a modern and flexible way to access assessment information.

To better support the management of municipal services and provide further insight into the 2016 Assessment Update, Municipal Connect™ provided municipalities with access to preliminary values allowing for early consultation/discussion with the goal of greater roll stability and predictability.

Many enhancements were made in the development of Municipal Connect 2.0. Key changes include:

- Access to preliminary values through the Pre-Roll Consultation File for the 2016 Current Value Assessment (2017 to 2020 tax years)
- Weighted assessments based on a municipality's specific ratios
- New and enhanced mapping and satellite photo capabilities, including property type and assessment parcel overlays
- Access to Commercial/Industrial preliminary values
- Access to Assessment Review Board appeal and Request for Reconsideration information

MPAC staff continue to work to provide additional enhancements to meet municipalities' unique needs. Throughout 2017, we will continue to transition functionality from the classic version of Municipal Connect, offer municipalities improved flexibility to build on-demand reports, as well as continue to improve the ability to search, sort, and monitor properties.

# Conclusion

Throughout the 2016 Assessment Update, we have placed careful and deliberate focus on increased transparency and a shared understanding of property assessments.

Careful consideration was given to property sectors where there was a change in methodology, and we have worked collaboratively to engage municipalities, stakeholders and property owners to deliver fair and accurate property assessments.

Significant improvements were introduced this year including the early mailing of Notices, revamped [aboutmyproperty.ca](http://aboutmyproperty.ca) site, redesigned Property Assessment Notices, work on advance disclosure, early engagement and pre-roll discussions. These changes share a common goal that is rooted in MPAC's commitment to bring stability and predictability to municipalities' tax base.

As final rolls are delivered, and we enter the first year of Ontario's next four-year cycle, we remain focused on continuing to support all our stakeholders with regard to 2016 base year assessments. We are also committed to continuously improving our service to stakeholders and encourage you to share your feedback with us on the delivery of the 2016 Assessment Update.

Looking forward, we are excited to foster continuous improvements in service delivery through greater collaboration between MPAC and municipalities.

Your local [Municipal and Stakeholder Relations team](#) is available to support you throughout the Assessment Update and beyond. Please contact your Regional Manager, Account Manager or Account Support Coordinator if you have questions or would like more information about this report.

## APPENDIX 1

### Assessment Change Summary by Property Class

#### North Huron Township

---

The following chart provides a comparison of the total assessment for the 2012 and 2016 base years, as well as a comparison of the assessment change for year one of the four year phase in (2017 property tax year), by property class.

Property Class/Realty Tax Class	2012 Full CVA	2016 Full CVA	Percent Change 2012 to 2016	2017 Phased-in CVA	Percent Change 2012 to 2017
R Residential	324,316,995	355,006,000	9.5%	326,827,450	0.8%
M Multi-Residential	10,958,000	10,092,100	-7.9%	9,729,775	-11.2%
C Commercial	31,913,700	33,313,200	4.4%	31,264,575	-2.0%
S Shopping Centre	710,000	789,000	11.1%	729,750	2.8%
X Commercial (New Construction)	3,077,700	3,033,500	-1.4%	2,981,225	-3.1%
I Industrial	2,155,134	2,694,300	25.0%	2,210,100	2.6%
L Large Industrial	8,371,966	8,055,600	-3.8%	7,918,950	-5.4%
P Pipeline	4,183,000	4,352,000	4.0%	4,225,250	1.0%
F Farm	154,768,600	264,470,300	70.9%	182,194,025	17.7%
T Managed Forests	1,980,500	4,091,000	106.6%	2,508,125	26.6%
(PIL) C Commercial	3,373,260	4,256,700	26.2%	3,561,870	5.6%
(PIL) I Industrial	118,000	126,100	6.9%	117,025	-0.8%
(PIL) H Landfill	152,340	231,900	52.2%	172,230	13.1%
E Exempt	41,733,005	44,489,200	6.6%	41,259,400	-1.1%
<b>TOTAL</b>	<b>587,812,200</b>	<b>735,000,900</b>	<b>25.04%</b>	<b>615,699,750</b>	<b>4.74%</b>

## APPENDIX 2

### Assessment Base Distribution Summary by Property Class North Huron Township

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The following chart provides a comparison of the distribution of the total assessment for the 2012 and 2016 base years, which includes the percentage of the total assessment base by property class.

Property Class/Realty Tax Class	2012 Full CVA	Percentage of Total 2012 CVA	2016 Full CVA	Percentage of Total 2016 CVA	2017 Phased-in CVA	Percentage of Total 2017 CVA
R Residential	324,316,995	55.2%	355,006,000	48.3%	326,827,450	53.1%
M Multi-Residential	10,958,000	1.9%	10,092,100	1.4%	9,729,775	1.6%
C Commercial	31,913,700	5.4%	33,313,200	4.5%	31,264,575	5.1%
S Shopping Centre	710,000	0.1%	789,000	0.1%	729,750	0.1%
X Commercial (New Construction)	3,077,700	0.5%	3,033,500	0.4%	2,981,225	0.5%
I Industrial	2,155,134	0.4%	2,694,300	0.4%	2,210,100	0.4%
L Large Industrial	8,371,966	1.4%	8,055,600	1.1%	7,918,950	1.3%
P Pipeline	4,183,000	0.7%	4,352,000	0.6%	4,225,250	0.7%
F Farm	154,768,600	26.3%	264,470,300	36.0%	182,194,025	29.6%
T Managed Forests	1,980,500	0.3%	4,091,000	0.6%	2,508,125	0.4%
(PIL) C Commercial	3,373,260	0.6%	4,256,700	0.6%	3,561,870	0.6%
(PIL) I Industrial	118,000	0.0%	126,100	0.0%	117,025	0.0%
(PIL) H Landfill	152,340	0.0%	231,900	0.0%	172,230	0.0%
E Exempt	41,733,005	7.1%	44,489,200	6.1%	41,259,400	6.7%
<b>TOTAL</b>	<b>587,812,200</b>	<b>100.0%</b>	<b>735,000,900</b>	<b>100.0%</b>	<b>615,699,750</b>	<b>100.0%</b>



**DIETRICH ENGINEERING LIMITED**  
CONSULTING ENGINEERS

515 Dotzert Crt., Unit 8, Waterloo, ON, N2L 6A7 | T: (519) 880-2708 | F: (519) 880-2709 | E: mail@dietricheng.com

---

January 12, 2017

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

**RECEIVED**

**JAN 17 2017**

**TOWNSHIP OF NORTH HURON**

Dear Kathy,

Re: Information Meeting  
Jackson and Schultz Municipal Drains  
Township of North Huron  
(East Wawanosh Ward)  
Our Reference No. 1632 & 1660

---

In connection with the above noted projects, please find enclosed a copy of the information meeting notice. Please notify the Mayor and Council of this meeting.

This notice has been sent to the people whose names appear on the attached list.

Yours truly,

**DIETRICH ENGINEERING LIMITED**

William J. Dietrich, P.Eng.

WJD:st

Enclosures



**DIETRICH ENGINEERING LIMITED**  
CONSULTING ENGINEERS

**RECEIVED**

**JAN 17 2017**

**TOWNSHIP OF NORTH HURON**

515 Dotzert Crt., Unit 8, Waterloo, ON, N2L 6A7 | T: (519) 880-2708 | F: (519) 880-2709 | E: mail@dietricheng.com

---

January 12, 2017

Dear Sir or Madam:

Re: Information Meeting  
Jackson and Schultz Municipal Drains  
Township of North Huron  
(East Wawanosh Ward)  
Our Reference No. 1632 & 1660

---

We have completed additional work on these municipal drains and would like to review our findings with everyone concerned.

This review will cover:

1. Type and design of drainage system
2. Estimated Costs
3. Proposed Assessment.

We will be present at the Township of North Huron Office located at P.O. Box 90, 274 Josephine Street, Wingham, Ontario on Monday, January 23, 2017 at 1:00 PM.

Please plan to attend since this meeting is being held to review these municipal drainage projects and answer any questions concerning the proposed work before preparing the final reports.

If you have any questions beforehand, please telephone (519) 880-2708.

Yours truly,

**DIETRICH ENGINEERING LIMITED**

William J. Dietrich, P.Eng.

WJD:st

RECEIVED

JAN 17 2017



## MUNICIPALITY OF HURON EAST

TOWNSHIP OF NORTH HURON

PO Box 610, 72 Main Street South, Seaforth Ontario N0K 1W0

Tel: 519-527-0160

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888-868-7513

[www.huroneast.com](http://www.huroneast.com)

Brad Knight, BA, CAO/Clerk  
[bknight@huroneast.com](mailto:bknight@huroneast.com)

Paula Michiels, CPA, CGA, Treasurer-Finance Manager  
[pmichiels@huroneast.com](mailto:pmichiels@huroneast.com)

January 11<sup>th</sup>, 2017.

Infrastructure Ontario,  
Board of Directors,  
Suite 2000, 1 Dundas Street West,  
Toronto, Ontario.  
M5G 2L5

Attention: Linda D. Robinson, Interim Chair

Dear Ms. Robinson:

**RE: Huron County OPP Detachment Facility**

---

Council of the Municipality of Huron East passed the following resolution at their regular meeting on Tuesday, January 10<sup>th</sup>, 2017.

*It was duly moved and seconded:*

**THAT WHEREAS** the Province of Ontario is working to improve community safety and further support modern policing operations by updating the Ontario Provincial Police facilities across the province;

**AND WHEREAS** the Ministry of Community Safety and Correctional Services has announced funding for 9 detachments to be constructed in Ontario replacing buildings that are at the end of their lifespan;

**AND WHEREAS** a new detachment is listed for Huron County;

**AND WHEREAS** the current detachment location is located on Highway 21 that is one of the first to close during inclement winter weather;

**AND WHEREAS** the current detachment location is not geographically central within the County;

**AND WHEREAS** the Municipality of Huron East supports the construction of a new detachment within Huron County;



**AND WHEREAS** Infrastructure Ontario will be responsible for identifying and preparing site development in addition to the management of the design and supervision of the construction process;

**AND WHEREAS** the location of the Huron County detachment has not yet been determined;

**AND WHEREAS** the Council of the Municipality of Huron East strongly recommends a centralized location to serve and support all residents;

**AND WHEREAS** a centralized OPP Detachment location can best serve all 5 hospitals, 8 nursing homes/homes for the aged, which are all requiring additional police assistance more often than before;

**THEREFORE BE IT RESOLVED**, that Council of the Municipality of Huron East authorize staff to contact Infrastructure Ontario concerning the location of a new Huron County OPP Detachment, and that the above information be considered and that the Municipality of Huron East be informed of the proposed location and that this resolution be circulated to all lower tier Huron County Municipalities and Huron County Council and furthermore that a copy be sent to the following:

Infrastructure Ontario Board of Directors and Senior Management  
Kevin Flynn, Minister, Community Safety and Correctional Services  
Matthew Torigan, Deputy Minister, Community Safety and Correctional Services  
Lisa Thompson, MPP for Huron-Bruce  
Inspector Jason Younan, Huron OPP Detachment Commander

Any assistance you can provide in regards to this matter would be greatly appreciated.

Yours truly,



Brad Knight,  
CAO/Clerk.

BK:ja

c.c. Kevin Flynn, Minister, Ministry of Community Safety and Correctional Services  
Matthew Torigan, Deputy Minister, Ministry of Community Safety and Correctional Services  
Lisa Thompson, MPP for Huron-Bruce  
Inspector Jason Younan, Huron OPP Detachment Commander  
All Lower Tier Municipalities/County of Huron  
County of Huron

O/Resolution-Municipalities/IOPP Detachment Location

Township of North Huron

Dear Councilors:

The Huron County Economic Development committee believes small towns must look at tourism as a way to survive.

I believe Wingham could have a tourist attraction by turning the previous customs area at the Museum into an Alice Munro Centre and during the summer have a Tea Room.

With a proper designed Alice Munro Centre Wingham has the opportunity to advertise a world renowned attraction.

The Friends of the Museum have funds to start the renovation and Leo Sanders as our carpenter.

We know we need to fund raise and we are committed to do so.

We would appreciate any funding council would provide. The \$1,000 you presently provide only covers cleaning supplies.

I have agreed to chair the committee for the Alice Munro Centre. Bill Farnell, Dixie Lee Arbuckle, Peter Gray, Jackie Riggs, Judy Lyons & Catharine McDonald will continue to do displays and carry out open house activities.

As Ron Sanders states "In order to move tourism, arts or culture planning and development forward we need to act quickly."

We look forward to your response.

Sincerely

Verna Steffen

### Steps to be taken:

1. Approval for an Alice Munro Centre space.
2. If approved I will meet with Alice Munro for approval and artifacts.
3. If 1 and 2 are approved then proceed with the redesign of the customs area.

### HELP

1. We need assistance in applying for a Trilium Grant.
2. Help us in applying to Huron County Economic Development for funding.
3. Assist us in applying for other sources of funding.

Wingham Advance Times

# & Entertainment

## Economic development seeking tourism, arts and culture businesses for task force

FOR THE ADVANCE TIMES

GODERICH - The Huron County economic development board, along with the County of Huron economic development department is forming a tourism, arts and culture enabling task force. This group will exist on an interim basis and provide industry intelligence, support and feedback to county staff to ensure innovative and effective programming is developed.

"The County of Huron is committed to growing and developing the tourism, arts and culture sector of the local economy," says Ron Gaudet, County of Huron director of economic development. "We recognize that the knowledge and experience of

entrepreneurs and volunteers working in this sector are critical to the success of this effort."

Working on behalf of the Huron County economic development board and in co-ordination with the economic development department, the Huron County tourism, arts and culture enabling task force will:

- Assist with the promotion of the tourism, arts and culture sector as a critical pillar to the county's overall success;
- Engage and develop sector leadership;
- Work with the Huron County municipalities that have identified tourism, arts and culture as a key sector within their local economic development strategies;

- Assist with the formatting and development of the Ontario West Coast guide with a view to encourage and utilize current best practices;
- Assist with the assessment of the county's branding and its future direction;
- Assist with the assessment of social media and its usage to promote the sector and its activities;
- Seek input from industry and develop metrics for the purpose of assessing and measuring outcomes;
- Work with industry leaders to determine the most practical and effective way to ensure the arts, culture and tourism sector is organized and active in its future direc-

tion; and,

- Other duties as may be determined by the HCEDB.

"We plan to have this task force up and running early in the new year," says Gaudet. "In order to move tourism, arts and culture planning and development forward we need to act quickly."

The task force will be comprised of no less than two Huron County economic development board members and three to seven sector representatives. Members will be chosen through a competitive process based on business type, geographic location, experience and background. Anyone who is interested in applying is requested to email a letter of interest to [tourism@huroncounty.ca](mailto:tourism@huroncounty.ca) by Dec. 31.



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Kathy Adams, Clerk  
**DATE:** 23/01/2017  
**SUBJECT:** Civil Marriage Ceremonies  
**ATTACHMENTS:** None

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receive the Clerk's report on Civil Marriage Ceremonies for information purposes;

AND FURTHER THAT a By-law be prepared by the Clerk for the February 6, 2017 Council Meeting to Amend By-law No. 08-2007, Being A By-law to Authorize the Civil Marriage Solemnization Service in the Township of North Huron.

### **EXECUTIVE SUMMARY**

In September of 2004, the Minister of Consumer and Business Services announced that changes to the regulations under the Marriage Act through O. Reg 285/04, authorized the Clerks of local municipalities to perform civil marriages. Previously, only Judges and Justices of the Peace were allowed to solemnize civil marriages. In addition, should a municipality choose to provide this service, the Clerk has the ability to delegate the responsibility to perform these marriages to any person, other than a member of council, under the authority of Subsection 228(4) of the Municipal Act.

### **DISCUSSION**

In 2005 Council passed a by-law (amended) which authorized the Clerk to solemnize civil marriages and to delegate the responsibility to perform ceremonies to two other individuals.

We currently charge a fee of \$250.00 to conduct a civil marriage ceremony with \$100.00 of this fee paid to the delegate performing the ceremony.

One of the two individuals delegated to perform ceremonies no longer wishes to provide this service to the Township. In 2016 our delegates solemnized 19 ceremonies with 3 of these ceremonies being performed by this individual. At this time, it is felt that one delegate could efficiently provide this service and has confirmed their intention to continue to perform ceremonies on behalf of the Township.

A By-law to amend the current By-law removing delegating authority for this individual will be prepared for Council's consideration and approval at the February 6, 2017 Council Meeting.

### **FINANCIAL IMPACT**

On an annual basis the provision of services for civil marriages ceremonies reflects a revenue of approximately \$2,000.00.

**FUTURE CONSIDERATIONS**

None for consideration at this time.

**RELATIONSHIP TO STRATEGIC PLAN**

The Clerk's Department is fiscally responsible and strives for operational excellence.

A handwritten signature in cursive script, appearing to read "Kathy Adams".

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Kathy Adams, Clerk

A handwritten signature in cursive script, appearing to read "Sharon Chambers".

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Sharon Chambers, CAO



## 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:** 23/01/2017  
**SUBJECT:** Wingham Town Hall Theatre Update  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby approves proceeding with the procurement and installation of the HVAC equipment for the Wingham Town Hall Theatre and the Wingham Town Hall Administration offices, the structural work in the attic of the Town Hall to support the new roof-top HVAC units, and the donor recognition;

AND FURTHER THAT the Council of the Township of North Huron hereby approves the following items to be included in the project if the funds are available after the HVAC work is completed:

- Energy efficient house lighting
- Projector/Screen equipment
- Attic insulation

AND FURTHER THAT the Council of the Township of North Huron pre-approve the entire project for both the Theatre and the Admin offices with the following provisions:

- The work performed on the HVAC and Structural work for the Theatre, the donor plaques, the energy efficient lighting, the projector/screen equipment and the attic insulation be funded by releasing funds available in Wingham Theatre Fundraising reserve account
- The work on the Administration offices includes funds that were allocated in the 2016 budget and have been transferred to reserves. This reserve account totalling \$24,112.77 can be released to fund this project
- The Council pre-approves new funds in the 2017 budget of up to \$20,887.23 to complete the Administration offices HVAC work.

AND FURTHER THAT it is understood that the HVAC equipment and the fire code requirements must be completed prior to the theatre opening.

### **EXECUTIVE SUMMARY**

In May 2016 North Huron Council approved for the sprinkler system, doors, and engineering components of the Town Hall Theatre project to proceed. Council requested the Wingham Theatre Committee to return to Council when the remaining funds had been raising, in order to approve the HVAC project and the other items for the facility.

## **DISCUSSION**

The Wingham Town Hall Theatre Committee has achieved their goal of fundraising \$120,000 for improvement to the Theatre in order for it to re-open. In May of 2016, Council approved proceeding with the installation of the sprinkler system, the improvements to the doors, and the engineering required for the HVAC project. The committee was directed to return to Council when fundraising was completed for permission to proceed with the remaining project items. The committee is coming to Council on January 23 as a delegation to share with Council the progress on their fundraising.

The Committee has raised enough funds to proceed with the installation of the new HVAC equipment and the required structural upgrades to support the roof-top units. At the same time as this project is underway, the Township plans to replace the HVAC equipment for the Town Hall with new, energy efficient models. The equipment has reached the end of its life expectancy, and cooling with municipal water is not efficient. The Township set aside in the 2016 budget funds for their portion of the project.

The engineer has completed the stamped drawings for the HVAC work required for the entire project. This is required for tendering the project.

The priority of the Committee and North Huron Council has been to complete the HVAC upgrades for the facility in order to open for public rentals and usage. Other needs have been identified for the project such as energy efficient house lighting, a screen and projector, and attic insulation. However, these items will proceed only if funds are available after the HVAC project is tendered, and funds are allocated. Staff and the committee are seeking approval to proceed with the project with the understanding that the funds will first be allocated to the HVAC project, and then allocated to the other items as a second priority, as funds permit. The table in the Financial Impact section of this report outlines the project budget details.

\$28,000 was put in the Township budget in 2016 for the Administration HVAC upgrades for the building. Remaining in this budget is \$24,112.77. Staff request an additional \$20,887.23 be pre-approved in the 2017 budget to bring this up to \$45,000 available funding for the new HVAC equipment. The actual cost is unknown at this time, but staff would like to have enough funds allocated to cover the project now, so there is no delay after the tendering process. Any funds not required would not be used. Council will review the tender results before the contract is awarded.

It is the intention for both projects to proceed at the same time to allow for savings on economy of scale for this project, and set up and take down costs of a contractor.

It is difficult to know the exact project costs until the project is tendered. The initial review of the project costs by an engineer estimated the Theatre HVAC at \$51,000 and the admin offices at \$28,000. A review of the project now that the specifications are completed, by an HVAC vender, has estimated the costs to be \$88,700 for the theatre portion of the project, and \$48,000 for the administration building side of the project. Staff anticipate that these values will be lower when tendered, however nothing is guaranteed. The Committee has assured staff that they will fundraise any additional funds required. They have a proven track record for results in their fundraising efforts.



## **FINANCIAL IMPACT**

### Draft Project Schedule (Town Hall Theatre Expenses only)

<u>Project Item</u>	<u>Procurement</u>	<u>Project Installation</u>	<u>Budget</u>	<u>Actual</u>
Spent to date			\$3,994.47	\$3,994.47
Sprinkler System	June 1-July 29, 2016	August 2-December 31, 2016	\$33,000	\$29,993.76
Fire Doors and Lighting	June 1- July 29, 2016	August 2-Feb 2017	\$14,250	
HVAC Engineering	Completed May 31, 2016	Completed by Nov. 2016	\$5,000	\$5,577.44
Structural Engineering		Completed by Sept 2016	\$300	
<b>SUBTOTAL</b>			<b>\$56,544.470</b>	<b>\$39,565.67</b>
HVAC Structural work		October 31, 2016	\$4,000	
HVAC equipment	Sept 20 – Dec 20, 2016	March 1-June 1, 2017	\$51,500	
Donor Recognition		April-June 2017	\$6,000	
Energy Efficient Lighting *	Sept 20 – Dec 20, 2016	March 1-June 1, 2017	\$2,500-\$3,000	
Insulation *	Sept 20 – Dec 20, 2016	March 1-June 1, 2017	\$10,000	
Projector/Screen *	Sept 20 – Dec 20, 2016	March 1-June 1, 2017	\$12,000	

Items not shaded have received Council approval to proceed (motion from May, 2016)

Yellow areas are priority required to open the facility.

Shaded items with \* are optional items the committee would like to complete if funds are available.

Funds raised to date by the Wingham Theatre Committee: \$120,565

Spent to date:	\$39,565.67
Fire Doors:	\$14,250
Structural Eng:	\$300
Donor Recognition:	\$6,000
Structural Work:	\$4,000
HVAC equipment:	\$51,500 - \$88,700
Estimated Range:	\$115,615.70 - \$152,815.70

#### Township Project Funding

2016 Budget	\$28,000
Spent to date:	\$3,887.23
HVAC equipment:	\$30,000 – \$48,000
Request of new funds:	\$20,887.23
Balance for project:	\$45,000

### **FUTURE CONSIDERATIONS**

Council will have an opportunity to review the tender results before the project is awarded. Should the project costs exceed the funds available, the committee will provide their plan at that time to secure the remaining needed funding.

The Wingham Theatre Committee intends to celebrate the re-opening of the Theatre with a local talent entertainment night. The date set is May 14, 2017. The committee is requesting that the theatre be rented at no charge to their committee to host this event

### **RELATIONSHIP TO STRATEGIC PLAN**

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

Our residents are engaged and well informed.

Our administration is fiscally responsible and strives for operational excellence.



---

Pat Newson, Director of Recreation and  
Facilities



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Sharon Chambers, CAO



## 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:** 23/01/2017  
**SUBJECT:** Wingham and District Horticultural Society Memorandum of Understanding  
**ATTACHMENTS:** Draft Memorandum of Understanding

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby receives the draft Memorandum of Understanding for the Wingham Horticultural Society for information purposes;

AND FURTHER THAT the Clerk be directed to prepare a by-law to adopt the Memorandum of Understanding for the Wingham Horticultural Society at the February 6, 2017 Council Meeting.

### **EXECUTIVE SUMMARY**

The Wingham Horticultural Society provides volunteer leadership and labour on municipal property. At the March 7, 2016 Council meeting, staff were directed to prepare a Memorandum of Understanding with this volunteer organization.

### **DISCUSSION**

The Wingham and District Horticultural Society celebrated their 50-year anniversary in 2016. They are volunteers that perform valuable services in the Wingham community, and evidence of this is notable and appreciated in the many parks and gardens in Wingham. The organization maintains membership with the Ontario Horticultural Association, and this parent organization provides their members with liability and personal injury insurance, along with resources and leadership. The Township of North Huron has had a long-term relationship with these volunteers. With the implementation of the North Huron Committee Appointment Policy in 2015, staff were directed to develop Terms of Reference or Memorandum of Understanding Agreements with all North Huron volunteer groups/committees, performing work on behalf of the Township of North Huron or on municipal property. The Wingham and District Horticultural Society is not a Committee of Council, they have their own executive board, financial accounts, and policies and procedures. They operate as an organization under the Ontario Horticultural Association. They do perform valuable work on municipally owned property which is why a Memorandum of Understanding is required, to clarify the intentions of both parties, insurance, indemnity, Council's obligations, and the role the volunteer group plays in the community. Clarification through a Memorandum of Understanding provides direction for staff, and protects the Township and the Horticultural Society members.

The draft Memorandum of Understanding has been vetted by both lawyers from the Township and the Wingham Horticultural Society. The agreement is attached to this report. The agreement has been approved and signed by the Wingham Horticultural Society.

**FINANCIAL IMPACT**

None

**FUTURE CONSIDERATIONS**

The Wingham and District Horticultural Society has a positive impact on our community and continuing this relationship is beneficial to the future of the municipality. By signing the Memorandum of Understanding it further solidifies this volunteer group's role in the community.

**RELATIONSHIP TO STRATEGIC PLAN**

Our community is attractive and welcoming to new businesses and residents.  
Our residents are engaged and well informed.



---

Pat Newson, Director of Recreation and  
Facilities



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Sharon Chambers, CAO



# MEMORANDUM OF UNDERSTANDING



## MEMORANDUM

Dated.....2017

Between:

Wingham and District Horticultural Society

AND

Township of North Huron

### **WHERE AS:**

The Wingham and District Horticultural Society is a member of the Ontario Horticultural Association. Since 1966, the Society has been devoted to beautifying the local parks, planting areas, and public gardens in the Wingham area. Members contribute their time and Society resources to improve municipal property. The Society is a valuable resource to the Township of North Huron. Members of the Wingham and District Society are not employees of the Townships of North Huron.

### **THIS MEMORANDUM OF UNDERSTANDING (MOU)**

#### **1. COMMENCEMENT**

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

#### **1. DURATION**

This MOU will continue indefinitely until terminated in accordance with Section 8 or until such time as the Wingham and District Horticultural Society ceases to exist, or until such time as a revision of this Memorandum of Understanding is signed by both parties, replacing this MOU agreement.

#### **2. MODIFICATIONS**

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

### **1. INTENT OF THIS MOU:**

- ☐ The purpose of this Memorandum is to provide a framework for the relationship between the Wingham and District Horticultural Society and the Township of North Huron.
- ☐ The two parties agree to work together in partnership for the beautification of the parks in the Wingham area while ensuring the safety of employees of the Township of North Huron and members of the Wingham and District Horticultural Society.

### **2. TOWNSHIP OF NORTH HURON'S OBLIGATIONS**

- ☐ The municipal lands owned by the Township of North Huron are ultimately the responsibility of the Township of North Huron.
- ☐ A member of the North Huron Recreation and Facilities Department, delegated by the Director of Recreation and Facilities will be the primary contact for the Wingham and District Horticultural Society. This primary contact will provide advice on municipal operational policies and procedures, municipal budget expenditures, planning for the maintenance of parks, planting areas, and public gardens in the Wingham Area.
- ☐ Host a meeting annually with the Wingham and District Horticultural Society representative to establish plans for the parks, planting areas, and public gardens in the Wingham Area for that calendar year.
- ☐ The Township agrees to waive any rental fees associated with events organized by the Wingham and District Horticultural Society, such as dedications and celebrations to be held in the municipal parks, planting areas and public gardens. All other Township policies and procedures associated with a rental permit must be adhered to by the Wingham and District Horticultural Society.

### **3. WINGHAM AND DISTRICT HORTICULTURAL SOCIETY OBLIGATIONS**

- ☐ The Society will maintain membership in the Ontario Horticultural Association. The Wingham and District Horticultural Society will operate under the governance, policies and mandate of the Ontario Horticultural Association under the authority of the *Agricultural and Horticultural Organizations Act*, R.S.O. 1990.

- The Society is responsible for managing its' own funds. The Town of North Huron has no authority over of any funds belonging to the Society. The Society may choose to donate Society funds to any municipally approved capital or maintenance project with the approval of Society membership.
- The Society will work with the Township of North Huron to provide resources and recommendations to create a positive community image by improving and fostering tidiness, community participation and visual appeal in the local parks, planting areas and public gardens.
- The Society will appoint one member to represent the needs, desires, and projects of the Society. This member will be the formal point of contact between the Wingham and District Horticultural Society and the Township of North Huron. This appointed member will make all requests to the Township's primary contact and be responsible for reporting back to Society members.
- The Society will submit recommendations to the Township of North Huron's primary contact, regarding its' annual initiatives and funding needs for the upcoming year. The recommendations will be considered by the Recreation and Facilities department during budget deliberations, and will be presented to North Huron Council for consideration as a donation request.
- The Society will require permission for any major changes to plantings within parks and public gardens on municipally owned property. Any improvement permanently installed in the parks, planting areas, or public gardens must have prior written approval by the Township of North Huron. The value of any permanent asset will be identified in the Township asset management plan, and will be owned by the Township of North Huron. The Society will establish a value, life expectancy, maintenance plan, and removal or replacement plan for the improvement before the project can be installed on municipal property.
- The Society will ensure members are made aware of any risks associated with working on municipal property, and provide necessary training for the safety of Society members.
- The Society representative will communicate any damages, safety concerns or vandalism to the North Huron Recreation and Facilities department primary contact.

#### **4. INDEMNITY**

- Each party is responsible for its' own negligent acts.
- The Wingham and District Horticultural Society shall indemnify the Township of North Huron from fines, suits, claims, demands from any loss, damage, or injury suffered by any Society member resulting from negligence, willful misconduct or default on the part of the Wingham and District Horticultural Society.
- If any injury results from negligence on the part of the Township to a Society member, the Wingham and District Horticultural Society will not indemnify the Township. This will include any fines, suits, claims, demands and actions of any kind resulting from the action, neglect, negligence, willful misconduct or default by the Township of North Huron, its employees or members of Council.

#### **5. INSURANCE**

- The Wingham and District Horticultural Society obtains its' liability insurance coverage from the Ontario Horticultural Association. Annually the Wingham and District Horticultural Society will provide the Township of North Huron with a' proof of insurance certificate', naming the Township of North Huron as an additional insured.

#### **6. NOTICES**

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

#### **7. DISPUTE RESOLUTION**

- If a dispute arises regarding the intention and or interpretation of this MOU, the issue shall be resolved between The Wingham and District Horticultural Society and the Director of Recreation and Facilities of the Township of North Huron through a discussion. If a resolution cannot be reached, the dispute can be referred to the Council of the Township of North Huron for a decision.

Both parties, (the Wingham and District Horticultural Society and the Director of Recreation and Facilities of the Township of North Huron) can request the intervention of the Council.

8. TERMINATION

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

EXECUTED AS A MEMORANDUM OF UNDERSTANDING

SIGNED for and on behalf of

THE WINGHAM AND DISTRICT HORTICULTURAL SOCIETY  
By

\_\_\_\_\_  
Ann Inglis, President

Date:\_\_\_\_\_

\_\_\_\_\_  
Susan Watson, Secretary/Treasurer

Date:\_\_\_\_\_

\_\_\_\_\_  
Witness

Date:\_\_\_\_\_

Print Name:\_\_\_\_\_

SIGNED for and on behalf of

THE TOWNSHIP OF NORTH HURON

\_\_\_\_\_  
Neil Vincent, Reeve

Date:\_\_\_\_\_

\_\_\_\_\_  
Kathy Adams, Clerk

Date:\_\_\_\_\_

\_\_\_\_\_  
Witness

Date:\_\_\_\_\_

Print Name:\_\_\_\_\_



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Jeff Molenhuis, Director of Public Works  
**DATE:** 23/01/2017  
**SUBJECT:** NH 17-01-23 Calcium Chloride Extension  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby grants pre-budget approval to extend the 2016 Dust Control Contract with Da Lee Dust Control for the supply and application of 35% Calcium Chloride solution for the 2017 Dust Control requirements, in the amount of \$0.195 per litre;

AND FURTHER THAT the Director of Public Works is authorized to sign any necessary documentation.

### **EXECUTIVE SUMMARY**

Da-Lee has provided excellent service over the years supplying and applying the dust suppressant throughout the municipality. Calcium procurement was a joint tender in years past that has been extended each year due to the price and quality of service and material procured. To date, all the other Municipalities on the joint tender have extended their portion of the contract with Da Lee for the 2017 season.

### **DISCUSSION**

Da-Lee Professional Dust & Ice Management Solutions is offering to extend our 2016 contract to supply, deliver and apply 35% Liquid Calcium Chloride at the 2016 price of \$0.195/litre.

### **FINANCIAL IMPACT**

The financial impact to North Huron is based on actual quantities used in 2017. The total impact for the Township of North Huron is anticipated to be approximately 300,000 Litres in dust control, equating to \$58,800 for dust control materials in 2017. Note this year's budget impact will also include staff time directly within the Dust Suppressant cost, in addition to the cost for materials noted in this report.

### **FUTURE CONSIDERATIONS**

This figure for material will be included in the 2017 budget line for Dust Layer.

### **RELATIONSHIP TO STRATEGIC PLAN**

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

Jeff Molenhuis, Director of Public Works

Sharon Chambers, CAO

Page 1





## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers, Chief Administrative Officer  
**DATE:** 20/01/2017  
**SUBJECT:** Recruitment for Director of Fire and Emergency Services  
**ATTACHMENTS:**

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts with regret the resignation of David Sparling as the Director of Fire and Emergency Services, effective March 31<sup>st</sup>, 2017;  
AND FURTHER THAT Council authorizes the CAO to obtain a quote from Tony Mintoff to assist with the recruitment process.

### **EXECUTIVE SUMMARY**

Director of Fire and Emergency Services, David Sparling submitted his resignation on January 16<sup>th</sup>, 2017. David will work full time until February 10<sup>th</sup>, and 15 hours per week plus fire incidents, covering Fire Chief until Friday, March 31<sup>st</sup>, 2017.

In order to fill the position within this timeframe, the recruitment process should begin immediately. I am requesting authorization from Council to issue a request for proposals for professional services to assist with the recruitment.

### **DISCUSSION**

Due to the specialized nature of this position, it is recommended that the recruitment team include expertise from within the Fire Service. The Township of North Huron has used Tony Mintoff to assist with the past two Fire Chief hires. Tony is currently the Fire Chief for the Township of Tiny and has expressed an interest in providing a quote.

The scope of the quote will include assistance to draft and post job ads, screening of candidates, preparation of interview questions and answers, assistance with the interview process, providing a recommendation on the hiring decision and other advice as required.

### **FINANCIAL IMPACT**

The projected cost of recruitment will be reported to Council in a report along with the results of the request for quotation.

### **FUTURE CONSIDERATIONS**

Council will be hearing a presentation from KPMG on February 21<sup>st</sup>. The report will present options pertaining to possible operating models for the Emergency Services Training Centre. Council will have to determine whether oversight of the ESTC will be included in the role of the Director of Fire and Emergency Services position. Until such decision is made, the position will be posted as status quo.

**RELATIONSHIP TO STRATEGIC PLAN**

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

A handwritten signature in black ink, appearing to read "Sharon Chambers", written over a horizontal line.

Sharon Chambers, CAO



## TOWNSHIP OF NORTH HURON

## REPORT

Item No.

**REPORT TO:** Reeve Vincent and Members of Council  
**PREPARED BY:** Sharon Chambers, Chief Administrative Officer  
**DATE:** 19/01/2017  
**SUBJECT:** Human Resources and Health and Safety Program Review  
**ATTACHMENTS:** Health and Safety Program Work Plan, HR Downloads Quotation

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### **RECOMMENDATION:**

THAT the Council of the Township of North Huron hereby accepts the report of the CAO regarding a Human Resources and Health and Safety Program Review;

AND FURTHER THAT Council gives pre-budget approval for the purchase of HR Downloads for a cost of \$2,093, plus HST.

### **EXECUTIVE SUMMARY**

A 2017 Administration Work Plan will be presented in conjunction with the 2017 budget. The Work Plan will include a comprehensive review of the Township's Human Resources and Health and Safety Programs.

A Human Resources & Health and Safety Review Working Group consisting of the Director of Corporate Services/Clerk, Manager of Employee and Business Services/Deputy Clerk, CAO and Human Resources Co-op Student. The Manager of Employee and Business Services has developed a work plan (attached) for the Health and Safety Review. The CAO and Human Resources Student are developing a work plan for the Human Resources Program Review.

The intent will be to present a revised Human Resources Policy and Program and to complete the Health and Safety Program review by the end of the Human Resources Students eight-month placement.

The CAO is requesting approval to purchase an online Human Resources Tool that will assist with the project.

### **DISCUSSION**

The HR Working Group heard a presentation from HR Downloads about an online Human Resources tool that will assist with the development of the new HR Program. Below is a summary of features that are included in the various modules;

**Fundamentals Module:** This tool provides monthly legislation updates and unlimited access to Canada's leading library of dynamic HR documents specific to your industry, location or business.

**HR Advice Module:** Unlimited phone support to ask HR related questions. Get UNLIMITED ONE-ON-ONE PHONE support from a team of HR experts, including an expert with experience in the public sector.

**Policy Manual Wizard Module** – Intuitive software generates customized policy manuals to meet the needs of your employees, region and business.

**Job Description Generator** – Create professional, customized, and comprehensive job descriptions quickly and easily. Can select from a wide database of existing job descriptions.

The County of Huron uses this online tool.

**FINANCIAL IMPACT**

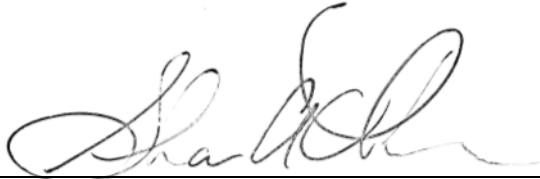
The cost of the tool is \$2,093, plus HST. This is an excellent resource that can be used to generate the new policy manuals, saving a significant amount of time and effort. This will allow the project to be completed within an aggressive timeline. The HR Advice Module will reduce consulting fees incurred by the Township.

**FUTURE CONSIDERATIONS**

N/A

**RELATIONSHIP TO STRATEGIC PLAN**

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



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Sharon Chambers, CAO

## Quote for Services

**Date:** January 20, 2017

**Justin Todoroff**  
**Business Development Specialist**

1 (877) 438.9763 Ext. 227

[jtodoroff@hrdownloads.com](mailto:jtodoroff@hrdownloads.com)

HRdownloads Inc.  
 195 Dufferin Ave, Suite 500  
 London Ontario N6A 1K7

**Quoted:**

Jared Weishar  
 Municipality of North Huron  
 P.O. Box 90, 274 Josephine Street  
 Wingham, ON N0G 2W0  
 Canada

### Thank you for contacting HRdownloads!

Thank you for your interest; please find your detailed quote below.

Qty	Description	Unit Price	Line Total
1	Live HR Advice	\$1,594.00	\$1,594.00
1	Policy Manual Wizard	\$499.00	\$499.00
1	Job Description Generator	\$399.00	\$399.00
	Free Job Description Generator	(\$399.00)	(\$399.00)
		<b>Subtotal:</b>	\$2,093.00
		<b>Tax (13%):</b>	\$272.09
		<b>Total:</b>	\$2,365.09



This quote is valid for 30 days. Quotes and pricing terms are negotiated between the Customer and HRdownloads and may be unique to the Customer. Therefore, Customer hereby agrees to keep it confidential. Customer will not use this information in furtherance of its business, or the business of anyone else, whether or not in competition with HRdownloads. This document is strictly confidential and intended solely for delivery to, and authorized use by, the identified addressee(s), as it may contain legally privileged and/or confidential information. If you have received the Communication in error, please notify the sender immediately and delete the message, and any copies and printouts thereof, from your records.



# Health and Safety Management Systems Review and Update

Weeks

Task	Responsible	Status	9-Jan			6-Feb			6-Mar			3-Apr			1-May			5-Jun			3-Jul			7-Aug													
			1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	
Reporting																																					
Bi-weekly Progress Meetings	JW/RA/SC/KA	In progress																																			
Monthly Progress Update Reports to Council	JW/RA/SC/KA	In progress																																			
PSHSA Phase 1																																					
Contact PSHSA, communicate approval to proceed	RA	In progress																																			
Receive list of required documentation from PSHSA	JW	Not started																																			
Compile required documentation, send to PSHSA	JW (RA)	Not started																																			
PSHSA to perform review	PSHSA	Not started																																			
Review training database to ensure all data entered	JW (RA)	Not started																																			
Set up conference call to receive report	JW (RA/SC/KA)	Not started																																			
Review report internally / establish action plan	JW/RA/SC/KA	Not started																																			
Prioritize action plan items (if not done by PSHSA)	JW/RA/SC/KA	Not started																																			
Risk Assessment & Job Hazard Analysis																																					
Review RA & JHA process	JW/RA	Not started																																			
Schedule time to work with staff from each dept.	JW	Not started																																			
Prioritize list of JHAs (highest risk to lowest risk)	JW	Not started																																			
Standard Operating Procedures																																					
Request SOPs from other orgs. for guidelines	JW	Not started																																			
Draft SOPs based on RA & JHAs (highest risk first)	JW (RA)	Not started																																			
Schedule time with staff from each dept. to review	JW	Not started																																			
Revise as necessary	JW	Not started																																			
Department Heads sign off on SOPs	JW/RA/SC/KA	Not started																																			
Policy Updates / Development																																					
Gather policies from other orgs. to use as guidelines	JW	Not started																																			
Update standard policies as needed, addressing gaps	JW (RA)	Not started																																			
Create policies based on SOPs as needed	JW (RA)	Not started																																			
Compile package with Title page, ToC, etc	JW (RA)	Not started																																			
Run Self Assessment Tool on updated package	JW/RA	Not started																																			
Create Council report for approval of package	JW/RA/SC/KA	Not started																																			
By-law to adopt policies	JW/RA/SC/KA	Not started																																			
Training																																					
Set up NHEaT account for Jared and provide tutorial	RA	Not started																																			
Review current course inventory	JW (RA)	Not started																																			
Identify opportunities to add courses to NHEaT	JW	Not started																																			
Create course outline(s)	JW	Not started																																			
Input courses into NHEaT	JW (RA)	Not started																																			
Compile list of employees requiring internal training	JW	Not started																																			
Compile list of employees requiring external training	JW	Not started																																			
Attend department staff meetings to intro. NHEaT	JW/RA	Not started																																			
Add NHEaT accounts for employees, provide tutorial	JW/RA	Not started																																			
Monitor progress to ensure employees are engaging	JW	Not started																																			
Schedule required external trainings with PSHSA	JW	Not started																																			
Update training database as needed	JW	Not started																																			

# **THE TOWNSHIP OF NORTH HURON**

## **BY-LAW NO. 07-2017**

### **A By-law of the Township of North Huron To confirm generally previous actions of the Council of the Township of North Huron**

**THEREFORE** the Council of the Corporation of the Township of North Huron enacts as follows:

1. The actions of the Council of the Corporation of the Township of North Huron at its meeting on January 23, 2017, be confirmed.
2. Execution by the Reeve and the Clerk of all Deeds, Instruments, and other Documents necessary to give effect to any such Resolution, Motion or other action and the affixing of the Corporate Seal, to any such Deed, Instruments, or other Documents is hereby authorized and confirmed.
3. This By-law shall come into force and takes effect on the date of its final passing.

**READ A FIRST AND SECOND TIME** this 23<sup>rd</sup> day of January, 2017.

**READ A THIRD TIME AND FINALLY PASSED** this 23<sup>rd</sup> day of January, 2017.

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**Neil Vincent, Reeve**

**SEAL**

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**Kathy Adams, Clerk**