



**Corporation of the Municipality of South Huron
Agenda - Regular Council Meeting**

**Monday, January 15, 2018, 6:00 p.m.
Council Chambers - Olde Town Hall**

Accessibility of Documents:

Documents are available in alternate formats upon request. If you require an accessible format or communication support, please contact the Clerk's Department at 519-235 -0310 or by email at g.scharback@southhuron.ca to discuss how best we can meet your needs.

Pages

1. Meeting Called To Order

Welcome & O Canada

2. Public Meeting

Recommendation:

That South Huron Council adjourn at p.m. for the purpose of a Public Meeting pursuant to Section 34 of the Planning Act for proposed zoning amendments D14-15-2017 - Miners and D14-16-2017 McMacker Homes Ltd. (MacLean)

3. Amendments to the Agenda, as Distributed and Approved by Council

Recommendation:

That South Huron Council approves the Agenda as presented.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Delegations

5.1 Cathy Seip, Communities in Bloom - 2018 Events and 2017 5 Blooms Plaque

1

Recommendation:

That South Huron Council receives the delegation as presented from the Communities in Bloom by Cathy Seip.

6. Minutes

- 6.1 Minutes of the Regular Council Meeting of December 18, 2017 7

Recommendation:

That South Huron Council adopts the minutes of the Regular Council Meeting of December 18, 2017, as printed and circulated.

- 6.2 Minutes of Public Meeting of December 18, 2017 23

Recommendation:

That South Huron Council adopts the minutes of the Public Meeting of December 18, 2017, as printed and circulated.

- 6.3 Minutes of Committee of Adjustment Meeting of December 18, 2017 26

Recommendation:

That South Huron Council adopts the minutes of the Committee of Adjustment of December 18, 2017, as printed and circulated.

7. Councillor Board and Committee Reports

- 7.1 Dashwood Community Centre Advisory Committee - Minutes of February 2, 2017 29

- 7.2 South Huron Police Services Board - Minutes of November 14, 2017 34

- 7.3 Exeter BIA - Minutes of November 14, 2017 39

- 7.4 Ausable Bayfield Conservation Authority - Minutes of November 16, 2017 45

- 7.5 Communities in Bloom - Minutes of December 6, 2017 51

Recommendation:

That South Huron Council accepts the recommendation from the South Huron Communities in Bloom Committee request that George Wilson and Debbie Mountenay be added to the South Huron Communities in Bloom Committee.

- 7.6 Grand Bend Sewage Treatment Plant Board - Report Re: 2018 Budget 55

7.7 Municipal Heritage Advisory Committee - Minutes of December 14, 2017

84

Recommendation:

That the minutes of the following committees and/or boards be received as presented to Council:

- **Minutes of the February 2, 2017 Dashwood Community Centre Advisory Committee;**
- **Minutes of the November 14, 2017 South Huron Police Services Board;**
- **Minutes of the November 14, 2017 Exeter BIA;**
- **Minutes of the November 16, 2017 ABCA Meeting;**
- **Minutes of the December 6, 2017 Communities in Bloom Committee;**
- **Grand Bend Sewage Treatment Plant Board - Report Re: 2018 Budget**
- **Minutes of the December 14, 2017 Municipal Heritage Advisory Committee**

8. Staff Reports

8.1 Planning

8.2 Financial Services

8.3 Environmental Services

8.4 Transportation Services

8.5 Community Services

8.6 Development Services

- 8.6.1 D. McNab, Development Services Manager/CBO - Quarterly Building Activity Report (Q4) and 2017 Building Activity Report

87

Recommendation:

That South Huron Council receives the report from D. McNab, Development Services Manager re: Quarterly Building Activity Report (Q4) and the Building Activity Report completed to the end of December 2017 for information only.

8.7 Emergency Services

- 8.7.1 A. Baird, Fire Chief - Fire Department Dispatching Services

92

Recommendation:

That; South Huron Council receives the report from Andrew Baird, Emergency Services Manager, re: Fire Department Dispatching Services; and

That; South Huron Council authorizes the Emergency Services Manager to Tender for Full Dispatching Services for the start of 2019.

8.8 Corporate Services

8.9 Administration

- 8.9.1 M. Goss, Human Resources Coordinator, Assistant to the CAO - Council Representatives for the Community Hub/Recreation Centre Project Steering Committee

95

Recommendation:

That South Huron Council hereby appoint the following members of Council to the Community Hub/Recreation Centre Project Steering Committee_____ &

_____.

9. Deferred Business

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

12. Communications

12.1	AMO AGM 2018 Annual Conference Ottawa, August 19 - 22, 2018 Recommendation: That South Huron Council authorizes the Clerk to complete hotel bookings for the 2018 AMO AGM and Annual conference for the following representatives:	103
12.2	Ministry of Natural Resources and Forestry - Conservation Authorities Act Review	104
12.3	Ministry of Agriculture, Food and Rural Affairs - Drainage Courses and Tile Loan Program	106
12.4	Ministry of Agriculture, Food and Rural Affairs - Agricultural Drainage Infrastructure Program	111
12.5	Minister of Finance - Cannabis Legalization Update	113
12.6	Ministry of Municipal Affairs - Bill 59, Putting Consumers First Act Update	
12.7	MPAC - 2017 Year-End Assessment Report for the 2018 Tax Year Full Report Available at Municipal Office	115
12.8	Ontario Provincial Police - Municipal Policing Bureau Updates	116
12.9	Drinking Water Source Protection - Notice of Proposed Amendments/Open Houses	118
12.10	ABCA - Invitation to Nominate Conservationist of the Year	121
12.11	Huron County Health Unit - Opiod Response Strategy and Needle Exchange Program	124
12.12	Huron County Health Unit 2016 Annual Report	130
12.13	Huron Perth Agriculture and Water Festival Steering Committee - Request for Support	139
12.14	Dashwood Men's Club - Dashwood Community Centre Project	141

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|-------|---|-----|
| 12.15 | Town of Amherstburg - Support Resolution - Provincial Flood Insurance Program | 142 |
| 12.16 | Town of Amherstburg - Support Resolution - Tenanted Farm Tax Class | 146 |

Recommendation:

That South Huron Council receive communication items not otherwise dealt with.

13. Closed Session

Recommendation:

That South Huron Council proceeds in Closed Session at p.m. for the purpose of addressing:

- **personal matters about an identifiable individual, including municipal or local board employees; and**
- **litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;**

14. Report From Closed Session

15. By-Laws

- | | | |
|------|--|-----|
| 15.1 | By-Law No. 1-2018 - Zoning By-Law (Miners) | 149 |
|------|--|-----|

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #1-2017, being a by-law to amend By-Law #13-84, being the Zoning By-Law for the former Township of Usborne for lands known as Lot 6, Concession 7, Usborne Ward, Municipality of South Huron.

- | | | |
|------|---|-----|
| 15.2 | By-Law No. 2-2018 - Zoning By-Law (McMacker Homes Ltd./MacLean) | 154 |
|------|---|-----|

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law # 2-2017, being a by-law to amend By-Law #30-1978, being the Zoning By-Law for the former Town of Exeter for the lands known as Plan 376 Pt Lts 1191 1192 RP; 22R5073 Part 5, Exeter Ward, Municipality of South Huron.

- 15.3 By-Law No. 3-2018 - Municipal Borrowing of Current Expenditures 158

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #03-2018, being a by-law for Municipal Borrowing of Current Expenditures.

16. Confirming By-Law

- 16.1 By-Law No. 4-2018 – Confirming By-Law 160

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #4-2018, being a by-law to confirm matters addressed at the January 15, 2018 Council meeting.

17. Adjournment

Recommendation:

That South Huron Council hereby adjourns at _____ p.m., to meet again on February 5, 2018 at 6:00 p.m. or at the Call of the Chair.

South Huron Communities in Bloom Committee 2017 Plaque Presentation and 2018 Program Update

Home and Leisure Show

The date is set for April 6 & 7, 2018. Home and Leisure Show organizers are requesting guest speakers at the show. Guest speakers will be local growers and area merchants. The focus this year will be on the encouragement of youth involvement in plant growing and care.

Pumpkin Contest

Prize winners will be recognized and presented award at Kirkton Fall Fair on September 5, 2018. Once seeds arrive, advertising flyer ready for distribution. Judging will be based on size, shape and color.

Memorial Garden at Huron Village

CIB is coordinating with the Legion on this project. Design to be completed and approved by the Committee/Council.

Back Yard Oasis Landscape area

Back Yard Oasis flyer and promotion will start in January.

Communities in Bloom Pamphlet

The pamphlet is a short term tool to help educate the public on what SHCIB is and does. CIB is about taking pride and being involved in the community.

Barn Quilt Trail

The official 2018 launch will take place Friday, April 20, 2018, along with Earth Day Celebrations and mosaic bench dedication.

Tree Sale

Tree sale is scheduled for April 28, 2018.

Road side trash pick up

In April, The Exeter Cubs, Scouts and Community in Bloom volunteers pick up trash on Highway #4 from south of Exeter to Crediton Road.

Community Garden

Continue work on a community garden site and partnerships for this project.

Garden of the Week

Garden of the Week was participated in by all of South Huron and will continue in 2018.

CIB Program Summary

Groups will work on a strategy plan to increase our score and profile in the community.

South Huron Council and Municipal staff can assist with this goal by finalizing the Tree Policy, completion of Port Blake, Victoria Park and Exeter pool projects.

There is a lot of pride in the community. Need a way to bring it all together and include all communities in South Huron.

Communities in Bloom supports and encourages growth in 6 focus areas:

- Floral displays
- Tree health and coverage
- Tidiness
- Landscaping
- Heritage preservation
- Environmental action



How can you get involved?

- Volunteer to maintain a community flower bed or box
- Nominate attractive neighbourhood gardens for "Garden of the Week"
- Pick up trash during walks
- Take photos of the things from the 6 focus areas
- Register for the 2018 Great Pumpkin Contest (especially if you're a kid)
- Create a barn quilt for your property
- Take a tour of barn quilts using our new brochure
- Join the Communities in Bloom Committee
- Buy and plant a tree at CIB Annual Tree Sale April 28th

- Celebrate Earth Day and dedication of new mosaic benches at Exeter Parkette Friday, April 20th
- Buy a Memorial Brick for Exeter Library Plaza
- Register for 2018 Backyard Oasis Contest - Prizes to be awarded

Help South Huron grow!



**Contact any of these people to
become involved in
Communities in Bloom**

Cathy Seip (Chair)
519-235-2828
cathyseip@hotmail.com

Dorothy Henderson (Vice Chair)
519-235-2608
dorothybrownhenderson@gmail.com

Dave Atthill (Facility Services
Coordinator)
519-235-2833
dathill@southhuron.ca

Craig Hebert (South Huron
Councillor)
519-235-3409
chebert@hdc.on.ca

Glen Nicholson (Committee
Member)
519-237-3291
nichglen@gmail.com

Beth Cooper (Committee Member)
519-671-1030
b.cooper@quadro.net

Communities in Bloom (CIB) is a provincial, national, and international program of environmental awareness and municipal beautification. It is an initiative that involves whole communities in the challenge of improving in the 6 focus areas.

South Huron Communities in Bloom (CIB) is a committee of Council in the Municipality of South Huron and works in partnership with many volunteers, businesses and staff.

From 2015-2017, South Huron CIB was awarded 5 blooms in national judging.

The goal for 2018: to move up at least .7 points to attain 5 blooms bronze.



**South Huron
Communities in Bloom
2018
Three times 5-Bloom
National winner**



Blooming where we're planted!

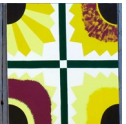




29. Dutchman's Puzzle, 41411 Line 17- We honour our Dutch and Canadian heritage: windmills and flying geese. "Vingerhoeds" is the Dutch word for thimble, a fitting name for a quilt builder.



30. Blazing Star, 72040 London Rd.—One of the favorite patterns of this quilt collector, this block is lit in fall and winter, acting as a beacon at night and in poor weather.



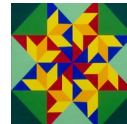
31. Sunflowers Down on the Farm, 71715 Morrison Line (North Side of Barn)- Numerous vegetables and flowers were grown by many generations of Down gardeners, where they were planted or wherever they popped up!



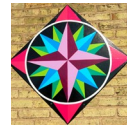
32. Canadian Sesquicentennial, (same as previous) A red and white quilt to celebrate Canada's 150th, adjacent to a Century Farm sign, commemorating our family farm's history.



33. World's Fair, 71424 Morrison Line- Bright colours signify the past, present, and future, where 4 sons comprise the next generation for family farming!



34. Flight of Swallows, 40452 Thames Rd. E (east end of shed)- Swallows were always fluttering around our old bank barn, and continue to nest nearby.



35. Mariner's Compass, 244 Main St. S- A colourful quilt patch to add even more beauty to our wonderful South Huron.

What is a Barn Quilt?

Barn quilts are eight-foot square (and larger) painted boards replicating fabric quilt blocks. Typically installed on barns or posts, they draw attention to the rural countryside. Each quilt has a story allowing visitors to be self guided through the heritage and landscape of the area as they travel site to site viewing these pieces of art.

Safety and Courtesy

On any quilt trail, please use caution when slowing down or stopping near a site. Stopping on busy roads can be dangerous and illegal. All Quilt Barn sites are located on private property. They should be viewed only from the road unless otherwise indicated at the site location or if that site is a business open to the public.

To view the online map please visit our website southhuron.ca

Contact Us

Do you have questions?

Want to get involved?

Email: shbqtrail@gmail.com

For information about the Ontario Barn Quilt trail please visit barnquilttrails.ca



Barn Quilt Trail



South Huron





1. Crossed Roads/Books on a Shelf, 330 Main St. Exeter- Exeter branch, Huron County Library, sits at the main intersection of town, a hub of information and community activities.



2. Cogwheel/Harvest Sun , MacNaughton Drive— symbolizing the meshing of industry and agriculture which were key in the development of South Huron area.

COMING SOON

3. Sunflower, 96 Andrew St.- Coming soon



4. Friendship Circles, Ag Building, 96 Victoria St. – Overlapping rings represent friendships made by the many groups who use this building.



5. Eastern Star, 360 Andrew St. -Red and white signifies “moving day” 22 years ago when we moved into this home on Canada Day, and celebrating a love of Canada and South Huron.



6. Endless Chain, 430 Albert St.- Always enthusiastic about community projects, this pattern caught my eye, while red complements my garden décor.



7. Carpenter's Wheel, 70761 Airport Line - Our quilt honours the woodworkers in this family, who settled here 6 generations ago, with the tiny feet of the 7th firmly rooted in this fertile soil.



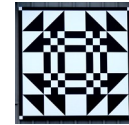
8. Mariner's Compass, 19 Crediton Rd.- Watch for this way-finder in the village – a “mini” to the 8'x8' on my mother's barn in North Middlesex.



9. Shades of Heritage, 70212 Babylon Line- This heritage Mennonite quilt pattern echoes long family lines that trace back to Switzerland, and stretch through many parts of Europe, US, and Canada.



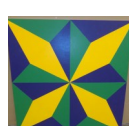
10. Century of Progress, 38425 Dashwood Rd. (best seen from Babylon Line)- Fords have lived on this farm since the mid 1800's. The first tractor was purchased in 1930 and new technology has continued to be embraced.



11. Young Man's Fancy/Goose in The Pond, 37981 Huron St. E —A replica of the first piece learned to quilt . Black and white represents Holstein cows in our family history, as well as some opinions expressed here!



12. Sawtooth Star 158 Centre St. -“In the early days, there were no less than 13 mills within a 7 mile radius” of this village, formerly known as Friedsburg.



13. A Century of Progress – With People, 146 Main St.- Colours reflecting the CLSH logo and “acceptance” represent how far we’ve come in integrating persons with challenges into our society.



14. Flying Geese, 70145 Mollard Line , Inspired by the wet lands created as part of the award winning Sewage Treatment Plant, symbolizing our commitment to protecting the natural environment.



15. Greenway, 69320 Grand Bend Line- As a resident of Greenway for 60 years, this block design was a delight to find!

COMING SOON

16. 37862 Mt. Carmel Dr.– Coming fall 2017



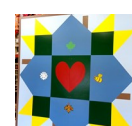
17. Quaternary Celtic Knot, 69982 Bronson Line – This pattern symbolizes the unending cycle and endurance of life, love and faith.



18. Celtic Tree of Life, (same as above)- Symbolizing harmony and balance in nature, the Tree represents wisdom, strength and longevity.



19. Roots and Wings, 39929 Crediton Rd- Trees, as in the “tree of life” done in tiny patchwork, once covered this 100+ year old family farm. Cherish love of: the land, family, and history.



20. Weather Vane, 70524 McTaggart Line- For work and play, this family is constantly checking the weather! Take time each season to imagine and dream! Go back to Kirkton Rd, next block around the corner.



21. Pond Circle, 70410 McTaggart Line- Birds, bees, butterflies and more – nature swirling in effective harmony. “Take care of the land and it will take care of you”.



22. Country Fair, 70497 Road 164 Kirkton- Come to visit us the 2nd weekend in Sept for our annual Fall Fair, with events and activities for all ages. Enjoy the park while here!



23. Hodgert's Homestead 41778 Thames Rd. E- We are very fortunate to live in such a prosperous area where the fertile soils support diversified agriculture, and where sunrises and sunsets bring us rainbows of colour.



24. Bray Homestead, 41745 Thames Rd. E– The floral emblem of Ontario, portrays the 3 daughters (5th generation) who grew up here, while a diamond connects traditions passed on through the years.

COMING SOON

25. 71016 Hern Line—coming Fall 2017



26. Mariner's Compass, 70745 Elimville Line- This compass points to the many quilters in this family's past, spanning almost 125 years on this farm.



27. Cameron's Legacy, 41931 Thames Rd E.– Dedicated to families and children for community activities, this park is being revitalized for the enjoyment of local folk and passersby. Come in and “set awhile”!



28. Carpenter's Star, 71369 Hern Line- Built as a team effort from students and family, this quilt reflects the satisfaction derived from living and working in rural Huron County.



Corporation of the Municipality of South Huron

Minutes for the Regular Council Meeting

Monday, December 18, 2017, 6:00 p.m.
Council Chambers - Olde Town Hall

Members Present: Maureen Cole - Mayor
Dave Frayne - Deputy Mayor
Tom Tomes - Councillor - Ward 1
Marissa Vaughan - Councillor - Ward 1
Wayne DeLuca - Councillor - Ward 2
Craig Hebert - Councillor - Ward 2
Ted Oke - Councillor - Ward 3

Staff Present: Dan Best, CAO
Genevieve Scharback, Corporate Services Manager/Clerk
Sandy Becker, Financial Services Manager/Treasurer
Jo-Anne Fields, Community Services Manager
Sarah Smith, Huron County Planner
Rebekah Msuya-Collison, Deputy Clerk

1. Meeting Called To Order

Mayor Cole called the meeting to order at 6:00 p.m. and wished everyone a healthy, happy holiday season.

2. Public Meeting

Motion: 523-2017

Moved: T. Oke

Seconded: D. Frayne

That South Huron Council adjourn at 6:02 p.m. for the purpose of a Public Meeting pursuant to Section 34 of the Planning Act for proposed zoning amendment D14-14-2017 - Gybers Farms Ltd. (Rosser)

Disposition: Carried

3. Amendments to the Agenda, as Distributed and Approved by Council

Item 12.11 - Dashwood Community Centre Advisory Committee communication was moved to 7.5 - Councillor Board and Committee Reports.

Motion: 526-2017

Moved: T. Oke

Seconded: C. Hebert

That South Huron Council approves the Agenda as amended.

Disposition: Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Delegations

5.1 Cate Melito, Grand Bend Area Community Health Centre - Connected Rural Communities

Ms. Melito reviewed the work of the Health Centre and the area serviced, including the primary and secondary catchment areas. She requested a letter of support for a grant application by the Grand Bend Area Community Health Centre to the Trillium Foundation for Connected Rural Communities.

The grant will fund identifying barriers, creating an action plan to address any barriers, and creating an asset inventory for existing services and identify gaps in services.

CAO Best advised that Council will receive the information at this meeting and have further discussion on this matter at the January 15, 2018 meeting.

Mayor Cole thanked Ms. Melito for attending.

Motion: 527-2017

Moved: D. Frayne

Seconded: T. Oke

That South Huron Council receives the delegation as presented from Grand Bend Area Community Health Centre by Cate Melito.

Disposition: Carried

5.2 Paul Spriet, Grand Bend Motorplex - Sewage Charges

Mr. Spriet requested relief from sewage charges levied in 2017 due to three major water line leaks in the Grand Bend Motorplex facility resulting in a significant amount of water usage; however, it did not go through the sewer system. He requested a credit on his utility invoice of approximately \$5,000.

Mayor Cole thanked Mr. Spriet for attending. CAO Best was directed to prepare a report for Council regarding this matter for the January 15, 2018 Council meeting.

Motion: 528-2017

Moved: D. Frayne

Seconded: T. Tomes

That South Huron Council receives the delegation as presented from Grand Bend Motorplex by Paul Spriet.

Disposition: Carried

6. Minutes

6.1 Minutes of the Regular Council Meeting of December 4, 2017

Motion: 529-2017

Moved: W. DeLuca

Seconded: M. Vaughan

That South Huron Council adopts the minutes of the Regular Council Meeting of December 4, 2017, as printed and circulated.

Disposition: Carried

6.2 Minutes of Public Meeting of December 4, 2017

Motion: 530-2017

Moved: C. Hebert

Seconded: M. Vaughan

That South Huron Council adopts the minutes of the Public Council Meeting of December 4, 2017, as printed and circulated.

Disposition: Carried

6.3 Minutes of Committee of the Whole of November 28, 2017

Motion: 531-2017

Moved: D. Frayne

Seconded: M. Vaughan

That South Huron Council adopts the minutes of the Committee of the Whole meeting of November 28, 2017, as printed and circulated; and

That South Huron Council accept the following recommendations from the Committee of the Whole:

- **to approve the Community Grant request of the BIA in the amount of \$6,000.00; and**
- **to approve the Community Grant request of the Chamber of Commerce in the amount of \$ 10,000; and**
- **that the Canada Day Committee receive \$1,000 and an in-kind contribution of the use of the Community Centre up to \$2,000, through the Community Grant Program; and**
- **that \$250,000 be requested from the Exeter Community Development Fund for the Exeter and District outdoor pool project; and**
- **that the amount of \$511,000 be taken from the Wind Turbine Reserve to be applied to the Exeter and District outdoor pool project; and**
- **that a total amount of \$864,000 be debt financed over five years, beginning in 2018, for the Exeter and District outdoor pool; and**
- **that the debt costs be recovered through the Wind Turbine Reserve at an upset limit of \$200,000 per year, over five years; and**
- **that Council authorizes \$100,000 for the Feasibility Study for the Community Hub/Recreation Centre project; and**
- **that Council moves forward with a Recreation Master Plan and Facility Review, with an amount of \$50,000 to be included in the 2018 budget.**

Disposition: Carried

6.4 Minutes of Committee of the Whole of December 11, 2017

Motion: 532-2017

Moved: T. Oke

Seconded: C. Hebert

That South Huron Council adopts the minutes of the Committee of the Whole Meeting of December 11, 2017, as printed and circulated; and

That South Huron Council accept the recommendation of the Committee of the Whole to adopt the 2018 Budget as presented.

Disposition: Carried

7. Councillor Board and Committee Reports

7.1 Kirkton-Woodham Community Centre Committee - Minutes of April 10, 2017

7.2 Communities in Bloom - Minutes of November 1, 2017

Motion: 533-2017

Moved: C. Hebert

Seconded: D. Frayne

That South Huron Council accept the recommendation of the South Huron Communities in Bloom launch of the Barn Quilt Trail and dedication of the Mosaic benches to be held the week of Earth day at the Parkette; and

That the event and date be planned through collaboration with South Huron staff and the Exeter B.I.A.; and

That the recommendation for the Barn Quilt Trail launch and Mosaic bench dedication be approved by South Huron Council.

Disposition: Carried

7.3 Municipal Heritage Advisory Committee - Minutes of November 23, 2017

Motion: 534-2017

Moved: W. DeLuca

Seconded: M. Vaughan

That the minutes of the following committees and/or boards be received as presented to Council:

- **Kirkton-Woodham Community Centre Committee Minutes of April 10, 2017; and**
- **Communities in Bloom Minutes of November 1, 2017; and**
- **Municipal Heritage Advisory Committee Minutes of November 23, 2017.**

Disposition: Carried

7.4 Grand Bend Area Joint Sewage Board - 2018 Budget

The Grand Bend Area Joint Sewage Board budget includes an increase of \$58,000 over the budget presented to Council in October for the purpose of establishing a reserve fund.

Motion: 535-2017

Moved: C. Hebert

Seconded: M. Vaughan

That South Huron Council receives the 2018 Budget from the Grand Bend Area Joint Sewage Board; and

That South Huron Council approve the 2018 Grand Bend Area Joint Sewage Board Budget.

Disposition: Defeated

7.5 Dashwood Community Centre Advisory Committee

Council discussed the Dashwood Community Centre Advisory Committee correspondence, noting that this project was approved by Council in 2016 and carried forward to 2017.

Motion: 536-2017

Moved: D. Frayne

Seconded: C. Hebert

That South Huron Council accept the recommendation of the Dashwood Community Centre Advisory Committee that South Huron and Bluewater Council meet as soon as possible to discuss funding of the washroom project.

Disposition: Carried

Motion: 537-2017

Moved: D. Frayne

Seconded: T. Oke

That South Huron Council approve the completion of the Dashwood washroom project in 2018.

Recorded	For	Against	Abstain
M. Cole	X		
D. Frayne	X		
T. Tomes	X		
M. Vaughan	X		
W. DeLuca	X		
C. Hebert	X		
T. Oke	X		
Results	7	0	0

Disposition: Carried (7 to 0)

Motion: 538-2017

Moved: T. Oke

Seconded: D. Frayne

That South Huron Council use the Wind Turbine reserve to fund the Dashwood washroom project.

Disposition: Carried

8. Staff Reports

8.1 Planning

8.2 Financial Services

- 8.2.1 S. Becker, Financial Services Manager/Treasurer - Ontario Regulation 284/09 – 2018 Budget

Motion: 539-2017

Moved: C. Hebert

Seconded: M. Vaughan

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: Ontario Regulation 284/09 – 2018 Budget

And that South Huron Council adopts this report which meets the requirements of Regulation 284/09 Budget Matters.

Disposition: Carried

- 8.2.2 S. Becker, Financial Services Manager/Treasurer - 2018 Budget Presentation

Councillor Hebert commended Sandy Becker for her excellent work on the budget.

Motion: 540-2017

Moved: W. DeLuca

Seconded: C. Hebert

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2018 Budget Presentation.

Disposition: Carried

8.3 Environmental Services

- 8.3.1 D. Giberson, Environmental Services Director - Proposed 2018 Waste Management Fees

Motion: 541-2017

Moved: C. Hebert

Seconded: D. Frayne

That South Huron Council receive the report from D. Giberson, ESD Director RE: Proposed 2018 Waste Management Fees;

And That South Huron Council authorize the Fees and Charges By-law #34-2015 be amended to increase the 2018 Waste Management Fees by 3.5%.

Disposition: Carried

8.4 Transportation Services

8.5 Community Services

8.5.1 J. Fields, Community Services Manager - Dashwood Community Centre Washroom Project update

Motion: 542-2017

Moved: T. Tomes

Seconded: D. Frayne

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Dashwood Community Centre Washroom Project update.

Disposition: Carried

8.6 Development Services

8.7 Emergency Services

8.8 Corporate Services

8.8.1 G. Scharback, Corporate Services Manager/Clerk - Bill 68 – Modernizing Ontario's Municipal Legislation Act - Requirements and Timelines

Motion: 543-2017

Moved: T. Oke

Seconded: M. Vaughan

That South Huron Council receives the report from G. Scharback, Corporate Services Manager/Clerk re: Bill 68 – Modernizing Ontario's Municipal Legislation Act - Requirements and Timelines; and

That Council consider By-Law #76-2017 in the By-Law section of the agenda to amend Procedural By-Law #79-2015 by

revising the definition of a meeting and amending Appendix B to incorporate additional closed meeting exceptions.

Disposition: Carried

Motion: 544-2017

Moved: W. DeLuca

Seconded: C. Hebert

That South Huron Council direct staff to provide a report at a future council meeting regarding electronic meeting participation.

Disposition: Carried

8.9 Administration

8.9.1 D. Best, CAO/Deputy Clerk - Emergency Management Program Update

Motion: 545-2017

Moved: T. Oke

Seconded: M. Vaughan

That the memo of Daniel Best, Chief Administrative Officer dated December 18, 2017 regarding the Emergency Management Program Update be received; and

That the South Huron Emergency Management Program Committee recommends that Council pass a by-law approving an updated and revised version of the Municipality of South Huron Emergency Response Plan; and

That the necessary by-law be forwarded to Council for the required three readings.

Disposition: Carried

8.9.2 D. Best, CAO/Deputy Clerk - MOU Canada Day Committee

Motion: 546-2017

Moved: C. Hebert

Seconded: T. Tomes

That the report of Dan Best, Chief Administrative Officer dated December 18, 2017 regarding a Memorandum of Understanding with the Canada Day Committee be received; and

That Council approves the Memorandum of Understanding with the Canada Day Committee as amended; and

That the necessary by-law be forwarded to Council for the required three readings.

Disposition: Carried

8.9.3 D. Best, CAO/Deputy Clerk - Partners for Climate Protection

Motion: 547-2017

Moved: T. Oke

Seconded: M. Vaughan

That South Huron Council receives the report of Dan Best, Chief Administrative Officer regarding the Partners for Climate Protection; and

That the proposed resolution prepared by the Federation of Canadian Municipalities (FCM) as attached as an Appendix to this report be endorsed; and

That the Municipality of South Huron communicates to FCM its support and interest in participating in the Partners for Climate Protection (PCP) program.

Disposition: Carried

9. Deferred Business

None.

10. Notices of Motion

10.1 Notice of Motion

Motion: 548-2017

Moved: M. Cole

Seconded: C. Hebert

That South Huron Council schedule a Committee of the whole meeting on January 8, 2018 at 6:00 p.m. to discuss a work plan for reviewing and updating policies and priorities.

Disposition: Defeated

11. Mayor & Councillor Comments and Announcements

Mayor Cole noted that she attended the Elvis Christmas at the Huron Country Playhouse. She will keep Council informed regarding the Public Health merger between Huron and Perth Counties, and advised that the South Huron Choir is singing Christmas carols tomorrow.

Deputy Mayor Frayne advised that he attended the Huron Manufacturing Association meeting.

Councillor Tomes noted that the bingo at the Crediton Hall was well attended.

Councillor Oke advised that the Pink in the Rink tournament was a success.

12. Communications

12.1 Ministry of Environment and Climate Change - Drinking Water Licensing Program

12.2 Ministry of Finance - Ontario Municipal Partnership Fund - 2018 Municipal Allocations

12.3 Ministry of Transportation - Community Transportation Grant program

12.4 OMAFRA - OCIF - 2017 Revised Allocation Notice

12.5 LAS Natural Gas Program

12.6 Ontario Energy Board Notice - Amalgamation

12.7 Ontario Energy Board Notice - Application for Rates 2019 - 2028

12.8 Ernie Hardeman, MPP Oxford - Continue Exemption re Two-way Radios

12.9 SouthWestern Integrated Fibre Technology (SWIFT)- Provincial Government's Commitment to Broadband

12.10 Lisa Korab, South Huron Integrity Commissioner - Findings Report

12.11 Jeanette Sears - Alzheimer Society- January Awareness Month Flag

12.12 Recreational Hub Petition

12.13 Lambton Huron Perth Shuttle Service - Schedule

12.14 Jeff Musser, Family Day Committee Chair - Request

CAO Best will provide a report to Council with options to address Mr. Spriet's delegation request, as well as payment options.

Motion: 549-2017

Moved: T. Oke

Seconded: C. Hebert

That South Huron Council receive the request from the Family Day Committee and approve a \$750 grant from the South Huron discretionary Community Grant Fund for event expenses.

Disposition: Carried

Motion: 550-2017

Moved: M. Vaughan

Seconded: C. Hebert

That South Huron Council provide the Grand Bend Area Community Health Centre with a letter of support for the Collective Impact Ontario Trillium Foundation grant application.

Disposition: Carried

12.15 City of Clarence-Rockland - Resolution re Bill 160

Motion: 551-2017

Moved: C. Hebert

Seconded: T. Oke

That South Huron Council receive communication items not otherwise dealt with.

Disposition: Carried

13. Closed Session

Motion: 552-2017

Moved: T. Oke

Seconded: T. Tomes

That South Huron Council proceeds in Closed Session at 8:28 p.m. for the purpose of addressing:

- **personal matters about an identifiable individual, including municipal or local board employees; and**
- **litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board;**

Disposition: Carried

14. Report From Closed Session

Council reconvened in open session at 8:41 p.m. Mayor Cole noted that reports were received for information regarding personal matters and also regarding potential litigation.

15. By-Laws

15.1 By-Law No. 76 -2017 - Amend Procedural By-Law

Motion: 553-2017

Moved: C. Hebert

Seconded: W. DeLuca

That the South Huron Council gives first, second and third and final reading to By-Law #76 -2017, being a by-law to amend By-Law #79-2015, being a by-law to establish rules of procedure for the meetings of Council, Council Committees and Boards of the Corporation of the Municipality of South Huron.

Disposition: Carried

15.2 By-Law No. 77 - 2017 - Zoning By-law - Gybers Farms Ltd (Rosser)

Motion: 554-2017

Moved: T. Oke

Seconded: D. Frayne

That the South Huron Council gives first, second and third and final reading to By-Law #77-2017, being a by-law to amend By-Law #13-84, being the Zoning By-Law for the former Township of Usborne for lands known as Lot 1, Concession 2, Usborne Ward, Municipality of South Huron.

Disposition: Carried

15.3 By-Law No. 78 -2017 - Emergency Response Plan

Motion: 555-2017

Moved: T. Tomes

Seconded: M. Vaughan

That the South Huron Council gives first, second and third and final reading to By-Law #78-2017, being a by-law to adopt South Huron Emergency Response Plan.

Disposition: Carried

15.4 By-Law No. 79-2017 - Budget 2018

Motion: 556-2017

Moved: C. Hebert

Seconded: D. Frayne

That the South Huron Council gives first, second and third and final reading to By-Law #79-2017, being a by-law to adopt the 2018 Budget for the Municipality of South Huron

Disposition: Carried

16. Confirming By-Law

16.1 By-Law No. 80-2017 – Confirming By-Law

Motion: 557-2017

Moved: T. Oke

Seconded: T. Tomes

That the South Huron Council gives first, second and third and final reading to By-Law #80-2017, being a by-law to confirm matters addressed at the December 18, 2017 Council meeting.

Disposition: Carried

17. Adjournment

Motion: 558-2017

Moved: D. Frayne

Seconded: T. Tomes

That South Huron Council hereby adjourns at 8:44 p.m., to meet again on January 15, 2018 at 6:00 p.m. or at the Call of the Chair.

Disposition: Carried

Maureen Cole, Mayor

Genevieve Scharback, Clerk



Corporation of the Municipality of South Huron

Minutes-Public Meeting

Monday, December 18, 2017, 6:00 p.m.

Council Chambers - Olde Town Hall

Members Present: Maureen Cole - Mayor
Dave Frayne - Deputy Mayor
Tom Tomes - Councillor - Ward 1
Marissa Vaughan - Councillor - Ward 1
Wayne DeLuca - Councillor - Ward 2
Craig Hebert - Councillor - Ward 2
Ted Oke - Councillor - Ward 3

Staff Present: Dan Best, CAO
Genevieve Scharback, Corporate Services Manager/Clerk
Sandy Becker, Financial Services Manager/Treasurer
Jo-Anne Fields, Community Services Manager
Sarah Smith, Huron County Planner
Rebekah Msuya-Collison, Deputy Clerk

1. Call to Order

Mayor Cole called the meeting to order at 6:03 p.m.

2. Disclosure of Pecuniary Interest

None.

3. Purpose of Public Meeting

The Clerk advised that the purpose of this Public Meeting is to review an application for a proposed amendment to the zoning by-law of the former Township of Stephen, and to allow interested members of the public the opportunity to ask questions or offer comments with regard to the application.

It was noted that Council will not make a decision at this meeting. Based on recommendations and information received at this meeting an amending by-law will be presented for approval at the regular Council meeting.

A Public Registry is available, if any member of the public would like to be notified in writing of the decision on the applications they are required to provide

their name and mailing address on the registry. A person or public body may appeal the decision if they have made an oral submission at this Public Meeting or a written submission to Council prior to the passing of the by-law.

4. Application for #D14-14-2017 Gysbers Farms Ltd. (Rosser)

4.1 Application D14-14-2017 Gysbers Farms (Rosser)

4.2 S. Smith, Huron County Planner - Report #D14-14-2017

Ms. Smith reviewed her report noting the purpose of this application is to change zoning from General Agriculture (AG1) to General Agriculture Special Provisions (AG1-26) in order to prohibit the construction of a new residence as required by the Provincial Policy Statement and the South Huron Official Plan. The retained lands will continue to be used for agricultural purposes. The rezoning is a condition of consent application #B43/17.

Motion: 524-2017

Moved: T. Oke

Seconded: W. DeLuca

That South Huron Council receives the report from S. Smith, Huron County Planner re: Zoning By-Law Amendment D14-14-2017 - Gysbers Farms Ltd. (Rosser).

Disposition: Carried

4.3 Written Comments Received

None.

4.4 Comments-Council; Public in Attendance

None.

5. Close Public Meeting

Motion: 525-2017

Moved: C. Hebert

Seconded: T. Tomes

That South Huron Council now closes this Public Meeting at 6:06 p.m. and reconvenes the Regular Council meeting.

Disposition: Carried

Maureen Cole, Mayor

Genevieve Scharback, Clerk



Corporation of the Municipality of South Huron

Minutes-Committee of Adjustment

Monday, December 18, 2017, 5:00 p.m.

Olde Town Hall-Carling Room

Members Present: Maureen Cole - Chair
Tom Tomes - Member
Marissa Vaughan - Member
Wayne DeLuca - Member
Ted Oke - Member

Member Regrets: Dave Frayne - Member
Craig Hebert -Member

Staff Present: Genevieve Scharback, Secretary/Treasurer
Sarah Smith, Huron County Planner
Rebekah Msuya-Collison, Deputy Clerk

1. Call to Order

Chair Cole called the meeting to order at 5:00 p.m to consider an application for a Minor Variance for lands owned by Greg and Melissa Hummel, known as Concession 1 Part Lot 1 as RP22R2451; Part 1 to Part 3 Usborne Ward; South Huron (40022 Whalen Line).

2. Purpose of Meeting

The Secretary-Treasurer advised that the purpose of this public meeting of the South Huron Committee of Adjustment is to allow the presentation of an application for a Minor Variance and to allow interested members of the public the opportunity to ask questions or offer comments with regard to this application.

She advised that a public registry is available and if any member of the public would like to be notified in writing of the Committee of Adjustment's decision they are to provide their name and mailing address on the registry. This also entitles them to be advised of an Ontario Municipal Board hearing if the decision is appealed.

3. Disclosure of Pecuniary Interest and General Nature Thereof

None.

4. Minor Variance D13-06-2017

4.1 Application D13-06-2017 - Hummel (Robinson)

4.2 Report - S. Smith, Huron County Planner Re: Minor Variance #D13-06-2017

Ms. Smith reviewed her report and a power point presentation on the minor variance application.

She noted that the purpose of the application to seek relief from Zoning By-law #13-1984 of the former Township of Usborne requirements in order to construct a new attached garage with mudroom on the east side of the existing dwelling. Under Section 7.3 of the AG4 zone, main building setbacks must maintain a 5m interior side yard; the applicant proposes to build the addition at a setback of 1.5 metres (5 feet) and requests relief of 3.5 metres.

Ms. Smith reviewed the application in relation to the four tests set out for Minor Variances in the Planning Act. She recommended approval of the application.

4.3 Written Comments Received

No written correspondence.

4.4 Comments - Committee - Public in Attendance

Mr. Rob Essery inquired about a survey to determine the property line. Ms. Smith noted that a survey is not a requirement of the minor variance, but the application for the building permit will have to demonstrate that the design plans meet set back and lot line requirements before a permit is issued.

5. Decision

Motion: CA17-2017

Moved: T. Oke

Seconded: T. Tomes

That Minor Variance #D13-06-2017, Hummel, be approved as per the attached decision sheet.

Disposition: Carried

6. Adjournment

Motion: CA18-2017

Moved: M. Vaughan

Seconded: T. Oke

That South Huron Committee of Adjustment hereby adjourns at 5:09 p.m.

Disposition: Carried

Maureen Cole, Chair

Genevieve Scharback, Secretary-
Treasurer



DASHWOOD COMMUNITY CENTRE ADVISORY COMMITTEE

Meeting Minutes
Thursday, February 2, 2017
Dashwood Community Centre
7:30 PM

Committee Members

Don Weigand – Chair
John Becker – Council Member – Municipality of Bluewater
Tom Tomes – Council Member – Municipality of South Huron
Kathy Hayter
Ted Hoffman
Rob Hoffman
Maureen Cole – Mayor of Municipality of South Huron

Public in Attendance

Ray Rader – Seniors Representative

Staff

Dave Atthill – Facilities Services Coordinator – South Huron

1. Meeting Called to Order

Chair Don Weigand called the meeting to order at 7:31 PM in the Dashwood Community Centre.

2. Disclosure of Pecuniary Interest and the General Nature Thereof

None

3. Agenda Update

None

4. Approval of Agenda

Moved: Maureen Cole – Mayor of Municipality of South Huron

Seconded: John Becker – Council Member – Municipality of Bluewater

Disposition: Carried

5. Approval of Minutes

Approval of the minutes from the Thursday, October 13, 2016 meeting

Moved: Tom Tomes – Council Member – Municipality of South Huron

Seconded: Rob Hoffman

That the minutes of the Thursday, October 13, 2016, meeting is hereby approved as presented.

Disposition: Carried

6. Discussion

6.1 Dashwood Community Centre Washroom Project

John Becker had concerns about snow build-up on the North side of roof caused by the proposed new roof design. Committee suggested asking the architect about the snow concerns and cost effective changes to alleviate snow build-up.

The architect will be contacted to set up meeting to assist in final plans input by committee and approval by councils. MOSH building department has copy of plans and is waiting for construction drawings before approval and permits can be issued.

6.2 Trillium Grant Application

A grant proposal has been submitted to Trillium requesting \$60,000 for the washroom project. No news on the grant results. An update will be given to the committee when the grant information is released to the Municipality.

6.3 Dashwood Community Centre Steps

Mike Brannon, and Dwayne McNab, CBO, were contact regarding the moving of the back (South) parking lot door steps, in attempt to make it safer. The steps that are there now are acceptable under previous approvals.

To make changes to current rise and run, and all other relevant standards would not be possible in the current footprint of the stairs.

6.4 Dashwood Community Centre Snow Removal

The contractor has been contacted about snow being pushed onto the West sidewalk. Committee members reported that the North parking lot snow was not being pushed to the West off of the sidewalk, as in previous years.

6.5 Road Work Completed on Centre Street

Removal of parking spots at the front of the hall has made it more difficult for some hall renter to park and access the hall. The parking spots may have been removed by Huron County for safety concerns.

The committee asked if the parking spots at the front of the hall could be returned to their previous location and how it was before the road work. Huron County should be contacted to discuss further.

The estimate of \$20,000 to extend a sidewalk from the hall to the park was shared with the committee. The area that does not have a sidewalk is a missing link.

Consideration should be given on extending the sidewalk to the parking entrance. This would make the look of the hall better.

6.6 Terms of Reference

Appointment by-law name is the same as terms reference.

A suggestion has been made about getting training for committee's and a review of all committee Terms of Reference.

Make up of Dashwood committee and representation of committee by both Municipalities was discussed.

Discussion on need of volunteers and representation can be from the general community of Dashwood area, regardless of Municipal representation.

Staff members were asked to ensure that Municipality of Bluewater was notified of the Dashwood Hall 2017 budget and 2017 washroom project.

Washrooms plans and notification of meeting should be sent to both councils.

Administration staff from both Municipalities will be reviewing the Terms of Reference.

6.7 Election of Chair and Vice-Chair

Position – Chair

Recording Secretary Dave Atthill called for nominations for the position of Chair for the Dashwood Community Centre Advisory Committee for the first time. John Becker nominated Don Weigand for the position of Chair.

Dave Atthill called for nominations for the position of Chair for Dashwood Community Centre Advisory Committee for the second time. Dave Atthill called for nominations for the position of Chair for the Dashwood Community Centre Advisory Committee for the third and final time. There were no further nominations.

Position – Vice-Chair

Recording Secretary Dave Atthill called for nominations for the position of Vice-Chair for the Dashwood Community Centre Advisory Committee for the first time. Tom Tomes nominated Rob Hoffman for the position of Vice-Chair.

Dave Atthill called for nominations for the position of Vice-Chair for the Dashwood Community Centre Advisory Committee for the second time. Dave Atthill called for nominations for the position of Vice-Chair for the Dashwood Community Centre Advisory Committee for the third and final time. There were no further nominations.

Motion: 01/02/17

Moved: John Becker – Council Member – Municipality of Bluewater

Seconded: Tom Tomes – Council Member – Municipality of South Huron

That we now close nominations and declare the officer's positions filled as follows:

Chair – Don Weigand

Vice-Chair – Rob Hoffman

6.8 Canada 150 Celebrations

Mayor Cole shared that the Municipality of South Huron has an ad out for a senior and youth representative for the 150th celebrations.

Dave Atthill reported that the South Huron Communities in Bloom has planted tulips at the Dashwood hall and other facilities in South Huron. South Huron CIB is also trying to set a travelling 150 display for all of South Huron community events, such as the Fire Department breakfasts.

Flags with the 150th logo have been ordered for the Dashwood flag pole and all outside facilities in South Huron.

6.9 Dashwood Community Centre Play Area

The Play Area should be included in the budget and work will be completed in the summer.

6.10 2017 Budget – Dashwood Community Centre

Make sure that Municipality of Bluewater has the 2017 budget. Recommendations on fees, usually comes from the Dashwood Community Centre Advisory Committee.

7. New Business

Mayor Cole asked about the Terms of Reference for the Dashwood Reserve Fund.

Discussion of who the committee is made up of, and number of meetings a year was discussed.

8. Date of Next Meeting

The next regular meeting will be held at the Dashwood Community Centre on Thursday, July 6, 2017 at 7:30 PM, or sooner at the call of the Chair.

9. Adjournment

Moved: Maureen Cole – Mayor of Municipality of South Huron

Seconded: John Becker – Council Member – Municipality of Bluewater

Disposition: Carried

Don Weigand, Chair

David Atthill, Recording Secretary



SOUTH HURON POLICE SERVICES BOARD

South Huron Municipal Office – Verity Room
Tuesday, November 14, 2017 – 3:00 pm

Members Present

Chair	Jim Dietrich
Vice Chair	Mark Hartman
Member	Maureen Cole
OPP	Inspector Jason Younan
OPP	Acting Staff Sgt Wendy Burrow
Administration	Jo-Anne Fields

1. Call to Order & Welcome

- Chair, Jim Dietrich extended a warm welcome to the members and thanked them for their commitment to policing in South Huron.

2. Conflict of Interest and General Nature Thereof

- None

3. Changes/Additions to the Agenda

- The agenda was amended to add the following item under Correspondence: Ministry of Community Safety and Correctional Services

4. Approval of the Agenda

Motion – 44/11/17

Moved by: Maureen Cole
Seconded by: Mark Hartman

“THAT the agenda be approved as amended.”

Disposition: Carried

5. Approval of the Minutes

- Inspector Younan expressed his concern regarding the statement below from the October minutes of the South Huron Police Services Board –
- *Member Cole noted concerns about the O.P.P. 2017-2019 Strategic Plan not being provided to the Board, although it was provided to County Council, and concerns that the Board had no opportunity to provide input into the Strategic Plan. Staff will ensure that the Strategic Plan is provided for the next meeting package*
- Inspector Younan stated that he took offense to the statement regarding the Strategic Plan
- Younan noted that the Action Plan was provided electronically to each Municipality within the County in September 2017. All municipalities including Section 10 Police Services Boards received the plan in the same manner
- The October PSB Minutes state that the OPP did not seek input into the development of the Action Plan, which is not correct. The OPP held a consultative meeting in October 2016 with every Huron County Municipality and Police Services Board, for the express purpose of listening to input, goals and objectives in anticipation of developing the 2017 – 2019 Action Plan. Chair Dietrich and Member Cole were in attendance at that meeting. Member Cole contributed in the meeting and was so noted. Inspector Younan viewed the comments of Member Cole as incorrect, placing the police in a bad light
- Member Cole responded that when she made the comment at the October meeting regarding input into the Strategic Plan, no other member of the PSB corrected her regarding consultation
- Vice Chair Hartman noted that he remembered seeing a Strategic Plan, however it must have been a previous document
- Inspector Younan shared an electronic copy of the 2017 – 2019 Action Plan again for circulation with the November PSB Agenda

Motion – 45/11/17

Moved by: Mark Hartman
 Seconded by: Maureen Cole

“THAT the minutes of October 10, 2017 meeting be approved as amended.”

Disposition: Carried

6. Business arising from the Minutes

- No business arising from the minutes

7. O.P.P. Report

- Detailed reports were distributed prior to the meeting for review and to allow for effective discussion at the Board meeting
- Acting Staff Sgt. Burrow reviewed the Crime and Traffic reports for the month of October
- Efforts of the Street Crime Unit has realized more success in operations
- Clearance rates – 18% is the average province wide – Huron OPP strive for a 20% clearance rate
- Quick overview of the Media Releases was shared with the Board
- Highlighted that a suspect who had been wanted in relation to a number of criminal offences in Huron and Perth Counties has been apprehended
- Member Hartman noted that the timely messages shared for Halloween safety were nice to see
- Calls for Service Billing Summary Report was reviewed
- Overall billing summary is down 1,100 hours for service compared to this timeframe for 2016

Motion – 46/11/17

Moved by: Maureen Cole
Seconded by: Mark Hartman

“THAT the O.P.P. Report be received as presented.”

Disposition: Carried

8. Correspondence

- Ministry of Community Safety and Correctional Services – Re-Appointment Provincial Representative – Jim Dietrich
- OAPSB – Bill 175 – Police Services Act – Chair Dietrich inquired if all Board members had received and reviewed the correspondence
- Inspector Younan noted that he received correspondence from the Municipality of South Huron regarding the Annual Billing Statement as well as questioned the hours and days of operation of the Exeter Detachment. South Huron had the opportunity to participate in a webinar hosted by the OPP Municipal Policing Bureau, however were unable to participate. Inspector Younan indicated he provided the correspondence to the Police Services Board as the Municipality is in a Section 10 contract and communication from the police should flow through the PSB to Council
- To avoid duplication, all correspondence should flow through the PSB rather than being sent directly to the OPP to avoid miscommunication. Specific questions can be addressed at the Police Services Board with a response to Council through the Board representative. This practice is far more effective. Member Cole was asked to clarify the letter from Council and she declined to comment indicating Inspector Younan could

write his comments down in a letter and respond to Council as she didn't want to be put in the middle between Council and the OPP. She could not remember what the letter was about or any discussions associated to the correspondence

- Inspector Younan reiterated that it is redundant to attend Council meetings and PSB and questioned the role of the Council representative at the Police Services Board
- Communication between Council and the Police Services Board should be filtered through Member Cole or the Chair. This practice would avoid reporting twice and allow for more effective allocation of time and resource
- The Exeter OPP office hours of operation are Monday to Friday – 8 am – 4 pm, unless the Administrative staff member is sick or on vacation. A telephone is located outside of the entrance door if required. Member Cole could not provide any context to the correspondence in relation to the Exeter satellite office
- The Chair or Board members were unaware of this correspondence and unclear as to why clarification of the operation of the Exeter OPP office was requested or the background of the inquiry
- Inspector Younan indicated he will not act on the correspondence at this time until the Police Services Board and Council can clarify their preferred method of communication and roles
- In future, request that all questions pertaining to the PSB be directed through the Board Chair for response

9. **New Business**

- None

10. **Unfinished Business**

- Grand Cove presentation – October 24, 2017
- Chair Dietrich thanked Inspector Younan for his part in arranging for Jamie Stanley to attend Grand Cove – excellent presentation – engaged the audience and presentation was well received by the individuals in attendance

11. **Date of Next Meeting**

- Next meeting regular will be held at the South Huron Municipal Office on Tuesday, December 12, 2017 at 4:05 pm or sooner at the call of the Chair.

12. Adjournment

Motion – 47/11/17

Moved by: Mark Hartman
Seconded by: Maureen Cole

“THAT the meeting be adjourned at 3:50 pm.”

Disposition: Carried

Chair – J. Dietrich

Recording Secretary – J. Fields

Date



EXETER BUSINESS IMPROVEMENT AREA – BOARD MEETING

Tuesday, November 14, 2017 at 6:30pm

South Huron Municipal Office, 322 Main St. S., Exeter, Ontario

EXECUTIVE MEMBERS – Chair Fred Godbolt, Vice Chair Rose Glavin, Secretary / Treasurer Janice Brock, Beautification Chair Mary Hulley

DIRECTORS – Directors Allen Plant, Adrian Bakelaar, Tira Wootton and BIA Manager Brittany Wise

ABSENT – Promotions Chair Lauryn Marion, Directors James Eddington and Councillor Craig Hebert

RECORDING SECRETARY – Brittany Wise, BIA Manager

MINUTES

1. Welcome and Call to Order

Ms. Brock welcomed everyone to the meeting at 7:25pm (late start due to lack of quorum).

2. Changes to the Agenda and Approval of Minutes of October 10, 2017.

2.1 Approval of the Agenda

MOVED BY: Mary Hulley & SECONDED BY: Janice Brock

“THAT the agenda be adopted as presented.”

MOTION: CARRIED

2.2 Approval of the Minutes of October 10, 2017.

MOVED BY: Allen Plant & SECONDED BY: Mary Hulley

“THAT the minutes of October 10, 2017 be adopted, as presented.”

MOTION: CARRIED

3. Chair’s Message

Mr. Godbolt stated that he was excited to see the Strategic Plan coming along – it puts down on paper the direction we were already headed. He also commented on the success of the Awards Gala.

MOVED BY: Adrian Bakelaar & SECONDED BY: Mary Hulley

“THAT the Chair’s Report be adopted, as presented.”

MOTION: CARRIED

4. Delegation Nil

5. Councillor's Report

Councillor Hebert stated that the community grant request came forth to council – they deferred until further recommendation from the CAO. He noted the 1% corporate tax decrease to small business that is intended to offset some of the Bill 148 expenses.

There was a brief discussion about the vacant properties in town and rumors about businesses coming to town, which Councillor Hebert could not confirm because none of them have come before Council.

MOVED BY: Adrian Bakelaar & SECONDED BY: Allen Plant

"THAT the Councillor's Report be adopted, as presented."

MOTION: CARRIED

6. Financial Report

6.1 Treasurer's Report – October 2017

In October, we received one of 2 outstanding payments for the 360 video project, as well as payment for the Breakfast with the Mayor coordination.

Expenses included the regular payroll deductions, rent, hydro, phone and internet. Expenses will also include 360 video filming, as well as printing and advertising for the Coupon Book.

6.2 Treasurer's Report – November 2017

In November, we received the final payment for the 360 video project, payment for the Breakfast with the Mayor coordination, payment for a few Coupon Books and some merchandise at the Welcome Centre.

Expenses will include the regular BIA Manager salary and payroll expenses, rent, hydro, phone and internet. Expenses will also include 360 video promotion, some Christmas Festival expenses, and our share of the filming for the promotional video project. The promotional fees will come as the videos are released.

MOVED BY: Mary Hulley & SECONDED BY: Allen Plant

"THAT the financial report be adopted as presented."

MOTION: CARRIED

7. Promotions

7.1 Promotional Videos

The first of the promotional videos was launched at the Awards Gala on October 26, then on the BIA's social media on Friday, October 27. As of November 9, the video has had:

- 63,480 reach (45,618 organic, 18,265 paid)
- 6,100 post clicks

- 385 likes
- 44 comments
- 464 shares
- 36,199 views

We've also increased our Facebook page likes significantly in the past month, partly because of the video. The next video in the series will be launched the first part of December.

Ms. Wise also noted that Campus Creative (our website company) has started to do a series of "It's my Business" videos featuring Exeter businesses. LUVU Naturally is the first video being shot & it will air by the end of the month.

7.2 Coupon Book

The BIA Manager is working on getting the number of books sold from all participating businesses and hopes to have a report for the BIA meeting. She knows there are at least 750 sold. The first and second round of gift cards have been given out, with the last round happening at the end of November.

7.3 Moonlight Madness

Feedback on the Moonlight Madness event suggested that attendance was not as high as the spring Ladies Night Out event, but that overall it was pretty good considering. Many businesses suggested that we do it at the end of September so that there is more time between this event and the Christmas Festival. It would also be a better time for moving fall merchandise. The Promotions Committee will discuss and decide on a date for 2018.

7.4 Christmas Festival

The Christmas Festival is coming along nicely. This year, we have a more defined partnership with the Exeter Community Food Bank, since many events were already collecting items – so we have just made them the official event cause.

We are not collecting a list of retailers participating in the Open House this year – its too much work to track them down and marketing looks inconsistent. Instead, we're promoting that there is an Open House happening and said that they are responsible for their own advertising.

7.5 Planning for 2018

Ms. Wise stated the committee has not met since early summer because she had all the direction she needed to simply run the initiatives. She hopes to meet in the next month to discuss plans for 2018, but wants to make sure that the plans meet strategic plan objectives.

MOVED BY: Janice Brock & SECONDED BY: Adrian Bakelaar

"THAT the promotions report be adopted as presented."

MOTION: CARRIED

8. Beautification

8.1 Banner Program

Ms. Wise has not had any time to follow up about this month. She will try to get some of the questions answered for the meeting.

8.2 Planning for 2018

The BIA met with the Municipality and Communities in Bloom to discuss plans for 2018. We were informed that Plant Paradise (flower provider) is closing this year and will not be providing flowers in the 2018 season. This means that the Municipality needs to do a tender of RFP.

MOVED BY: Mary Hulley & SECONDED BY: Adrian Bakelaar

"THAT the beautification report be adopted as presented."

MOTION: CARRIED

9. Member Events

9.1 Awards Gala

Ms. Wise stated that the Awards Gala was a successful event to a sold out crowd at Oakwood Resort. Overall, the event went off very well, but feedback suggests that we need to have the event at a larger venue. Some people think the event should be on a Friday or Saturday evening, but the committee has yet to discuss and decide on a date for 2018.

The board had concerns about the Chamber Executive Director not being in attendance at the Gala and the days leading up to the Gala, because it is to be a joint event with shared responsibility. They stated that this situation should not happen in the future.

MOVED BY: Mary Hulley & SECONDED BY: Adrian Bakelaar

"THAT the Member Events report be adopted as presented."

MOTION: CARRIED

10. Economic Development

There was a meeting in October, where approval was provided for the promotional videos, the Ambassador Program was discussed and the South Huron Chamber of Commerce Workforce Development work plan was introduced with good feedback from the group.

MOVED BY: Allen Plant & SECONDED BY: Adrian Bakelaar

"THAT the Ec Dev report be adopted as presented."

MOTION: CARRIED

11. Digital Sign Report

Ms. Wise had not had any time to dedicate to the sign between the Awards Gala, Christmas Festival and Strategic Plan. She will get working when she has a chance.

Mr. Godbolt is going to circle back with the CAO to discuss options. Ms. Wise was directed to take the digital sign out as a revenue source in the 2018 budget.

MOVED BY: Mary Hulley & SECONDED BY: Tira Wootton

"THAT the Digital Sign report be adopted as presented."

MOTION: CARRIED12. BIA Manager's Report

12.1 Strategic Planning

Ms. Wise presented the DRAFT Strategic Plan for the BIA. The document outlines goals, objectives and performance measures, but there will be additional work plan documents developed that include the activities and actions that will work to achieve the goals and objectives. Ms. Wise is working on developing draft work plans in each of the 4 key areas that will provide direction for 2018 and beyond.

12.2 JCP Positions

We have yet another person in mind for the marketing JCP position and are just waiting for the signed paperwork to come from the funder. Ideally, the individual will start in the coming weeks.

12.3 Rural Economic Development (RED) Funding Program

Since the last BIA meeting, the RED grant application has become a partnership between the BIA, Chamber and Municipality. The project will focus on workforce attraction and small business marketing tools and will ask participating businesses to share in a play-to-play model where their funds will be leveraged for matching funds.

Additionally, the grant states that the BIA and Chamber are putting in \$2,000.00 each and the \$10,000 from the Municipality's Ambassador Program is also being leveraged. This will give us a total of \$20,000 to be matched. The application is being submitted by December 1, 2017; we should know by the end of March 2018 if we're successful.

12.4 Roundtable: Bill 148

The Chamber of Commerce recently held a session on Bill 148, which was a very informative session, but only 5 local employers attended. What can they do to attract more people? Or to get people to care about this issue that has huge implications on small businesses?

12.5 Christmas Social at Crabby Joe's

Ms. Wise reminded the group that the annual Chamber / BIA Christmas Social event is on Monday, November 27 from 5-8pm. Members are asked to bring an unwrapped item for the Christmas Bureau. Please RSVP by November 22 at 4pm. Ms. Wise reported that RSVP numbers are low and the board suggested that there were too many business events this fall.

There was also a discussion about if we should serve food and charge money or if people should just order food themselves if they wanted it. It might be too late to change this year, but a discussion point with the Chamber for 2018.

MOVED BY: Adrian Bakelaar & SECONDED BY: Allen Plant

"THAT the BIA Manager report be adopted as presented."

MOTION: CARRIED

13. Non-Director Comments

Nil

14. Upcoming Events

Next Regular Meeting: *Tuesday, December 14, 2017 at 6:30pm at the Town Hall**

15. Adjournment

MOVED BY: Mary Hulley & SECONDED BY: Tira Wootton

“THAT the BIA meeting does now adjourn at 8:50pm.”

MOTION: CARRIED

Fred Godbolt, Chair

Janice Brock, Secretary / Treasurer

Brittany Wise, Recording Secretary



MINUTES

BOARD OF DIRECTORS

Thursday, November 16, 2017

**Ausable Bayfield Conservation Authority Boardroom
Morrison Dam Conservation Area**

DIRECTORS PRESENT

Ray Chartrand, Doug Cook, Dave Frayne, Wayne Hall, George Irvin, Burkhard Metzger, Brian Ropp

DIRECTORS ABSENT

Bob Harvey, Mike Tam

STAFF PRESENT

Bev Brown, Geoff Cade, Davin Heinbuck, Brian Horner, Ian Jean, Daniel King, Kate Monk, Judith Parker, Alec Scott, Meghan Tydd-Hrynyk, Ross Wilson, Mari Veliz

OTHER PRESENT

Sue Haskett, BSRA
Leslie Myers, Zena Besterd - Beach O Pines Association

CALL TO ORDER

Chair Burkhard Metzger called the Board of Directors meeting to order at 10:00 a.m. and welcomed all those in attendance.

ADOPTION OF AGENDA

MOTION #BD 103/17

**Moved by Dave Frayne
Seconded by Ray Chartrand**

“RESOLVED, THAT the agenda for the November 16, 2017 Ausable Bayfield Conservation Authority Board of Directors meeting be approved.”

Carried.

DISCLOSURE OF PECUNIARY INTEREST

There were no disclosures of pecuniary interest at this meeting or from the previous meeting.

DISCLOSURE OF INTENTION TO RECORD PROCEEDINGS

None

ADOPTION OF MINUTES**MOTION #BD 104/17****Moved by George Irvin****Seconded by Dave Frayne**

“RESOLVED, THAT the minutes of the Board of Directors meeting held on October 26, 2017 and the motions therein be approved as circulated.”

Carried.

BUSINESS OUT OF THE MINUTESProposed 2018 Budget Revisions

As requested at the budget meeting, General Manager, Brian Horner provided the directors with the policy on reserve balances as approved June 21, 2012 and the policy on appropriations to and from reserves as approved December 15, 2015. The proposed 2018 projects were ranked for the Board’s consideration and some options presented to reduce the combined levy from a 5.87% increase to 2.00%.

MOTION #BD 105/17**Moved by Doug Cook****Seconded by Dave Frayne**

“RESOLVED, THAT the member municipalities be advised of the 2018 proposed project levy, general levy and budget and provided with the supplementary information for the 30 day review, as the weighted vote by apportionment is intended to be held at the December 21, 2017 Board of Directors meeting.”

Carried.

MOTION #BD 106/17**Moved by George Irvin****Seconded by Wayne Hall**

“RESOLVED, THAT a decision on approving the proposed 2018 pay grid and fee schedule be deferred until the next meeting.”

Carried.

PRESENTATION

Steve Jackson, Flood & Erosion Safety Services Coordinator with the Maitland Valley CA recounted the impacts and lessons learned after the June 23, 2017 flood event. The rainfall was not forecasted and it was because of the flood forecasting system issuing alarms through the night that staff were alerted to the emergency. In Harriston there are 213 homes and businesses in the floodplain and 100-160 mm of rain fell overnight forcing evacuations of residents. The Gorrie Dam failed because the stop logs were not removed due to North Huron not having the capacity to receive the water. The flows recorded were five times higher than the last 50 years. In summary, MVCA staff were thankful GPS had been installed in their vehicles so river watch staff could be tracked for follow-up and safety; rainfall information should be shared with

neighbouring conservation authorities during rainfall events; holding regular flood emergency exercises with municipal staff is important and ensure fire departments are trained in water rescue; have staff keep good notes for legal follow-up; the rain gauge network and flood forecasting and warning network were very important and should be maintained.

Chair Metzger thanked Steve for sharing the MVCA experiences during the flooding event.

DELEGATION

Mr. Fred Dutot of Central Huron attended the meeting to address the Board on the issue of stewardship funding being granted to landowners for construction of berms and surface water inlets that affect existing drainage works approved under the Drainage Act. His presentation was in regard to the Steenstra Drain and Wise Drain and four neighbouring farms. He wondered who decides when the outlet isn't sufficient for all the collected water. Under the Drainage Act, approvals for drainage works must be obtained from all the appropriate agencies and approved by the municipality. He suggested that when a landowner is requesting stewardship funding for erosion control measures, the applicant be required to have a signed letter of approval from the municipal drainage superintendent that the drain capacity is suitable for the works.

MOTION #BD 107/17

Moved by Doug Cook

Seconded by George Irvin

“RESOLVED, THAT staff meet with Mr. Fred Dutot and bring a report back to the Board.”

Carried.

PROGRAM REPORTS

1. (a) Development Review

Meghan Tydd-Hyrnyk, Planning and Regulations Officer, presented the Development Review report pursuant to Ontario Regulation 147/06 Development, Interference with Wetlands and Alterations to Shorelines and Watercourses. Through the application process, proposed developments within regulated areas are protected from flooding and erosion hazards. Staff granted permission for 8 *Applications for Permission* and 8 *Minor Works Permits*.

1. (b) Violation/Appeals Update

Geoff Cade, Supervisor of Water & Planning reported that he has met with the ABCA solicitor regarding moving forward on the violation in the Municipality Lambton Shores.

MOTION #BD 108/17

Moved by Dave Frayne

Seconded by Ray Chartrand

“RESOLVED, THAT the Board of Directors affirm the approval of applications as presented in Program Report # 1 - Development Review.”

Carried.

2. Habitat Stewardship Program Funding

Ian Jean, Forestry Specialist presented the stewardship projects eligible for Habitat Stewardship Program funding.

MOTION #BD 109/17

**Moved by George Irvin
Seconded by Doug Cook**

“RESOLVED, THAT the Board of Directors affirm the approval of applications #AB-2447; AB-2448; AB-2449 for Habitat Stewardship Funding and applications # AB-2447; AB-2448; AB-2449; AB-2386; AB-2450; AB-2388 and AB-2451 for Species at Risk Stewardship Funding, as presented.”

Carried.

3. Profit & Loss Statement

MOTION #BD 110/17

**Moved by Brian Ropp
Seconded by Ray Chartrand**

“RESOLVED, THAT the financial statement to September 30, 2017 be received as presented.”

Carried.

4. Conservation Education Program Update

Conservation Educators Denise Iszczuk and Deb Brown presented the year end report on outdoor education programs, special events, in-school and non-profit group participation over 2017. There were 7,690 youth from within the watershed and 1,135 non-watershed youth participate in an ABCA education program during 2017. This was an 8% decrease, however the numbers did not include the 4,000 students who attended the International Plowing Match in Walton and went through the Education Tent.

GENERAL MANAGER’S REPORT

Brian Horner provided a written report with a brief update on the progress of various projects, staff training and development, upcoming meetings or events and general activities over the previous month.

COMMITTEE REPORTS

MOTION #BD 111/17

**Moved by George Irvin
Seconded by Brian Ropp**

“RESOLVED, THAT due to changes in long term disability and extended health care benefits, the Board approve the Human Resources Committee recommendation that the ABCA pay 100% of the long term disability premium and the remaining group benefits be split 45% employee and 55 % employer, effective January 1, 2018.”

Carried.

MOTION #BD 112/17

**Moved by Dave Frayne
Seconded by Ray Chartrand**

“RESOLVED, THAT the minutes of the Human Resources Management Committee meeting held on October 31, 2017 and the motions therein be approved as presented.”

Carried.

Friends of South Huron Trail

“RESOLVED, THAT the minutes of the Friends of South Huron Trail Annual Meeting held November 3, 2017 and the motions therein be approved as presented.”

Carried.

CORRESPONDENCE

None

NEW BUSINESS

Appointment to Huron Tract Land Trust Conservancy

Brian Horner brought forth two names to fill the vacancies as volunteer directors on the Huron Tract Land Trust Conservancy Board.

MOTION # BD 114/17

**Moved by Doug Cook
Seconded by George Irvin**

“RESOLVED, THAT Max Morden of Grand Bend and Paul Spittle of Bayfield be appointed to the Huron Tract Land Trust Conservancy Board of Directors.”

Carried.

COMMITTEE OF THE WHOLE

MOTION #BD 115/17

**Moved by Dave Frayne
Seconded by Ray Chartrand**

“RESOLVED, THAT the Board of Directors go into Committee of the Whole at 11:58 a.m. to discuss personal matters with Brian Horner and Judith Parker remaining in attendance.”

Carried.

MOTION #BD 116/17

**Moved by Ray Chartrand
Seconded by George Irvin**

“RESOLVED, THAT Committee of the Whole rise and report at 12:10 p.m.,
and
FURTHER, THAT the information on the personal matter be received as
presented.”
Carried.

ADJOURNMENT

The meeting was adjourned at 12:12 p.m.

Burkhard Meztger
Chair

Judith Parker
Corporate Services Coordinator

*Copies of Program Reports are available upon request.
Contact Judith Parker, Corporate Services Coordinator.*



Corporation of the Municipality of South Huron
South Huron Communities in Bloom Committee
Minutes

Wednesday, December 6, 2017 – 6:30 p.m.
Verity Room, Olde Town Hall

Members Present:

Cathy Seip, Chair
Dorothy Henderson, Vice Chair
Glen Nicholson
Bev Prout
Craig Hebert

Staff:

Dave Atthill

Guests

George Wilson
Debbie Mountenay

1. Meeting Called to Order

Cathy Seip, Chair called the meeting to order at 6:32 pm in the Verity Room at the Olde Town Hall.

2. Agenda Update

- 5.6 Memorial Garden at Huron Village
- 5.7 2018 Profile book
- 5.8 Back Yard Oasis contest
- 5.9 Brochure review
- 5.10 CIB Program Participation in 2018

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None

4. Approval of Minutes

- 4.1 Minutes of the South Huron Communities in Bloom Committee Meeting of November 1, 2017.

Motion: 23-2017
Moved: C. Hebert

Seconded: D. Henderson

That the minutes of the November 1, 2017 meeting are hereby approved as presented.

Disposition: Carried

5. Discussion

5.1 **Budget overview**

BIA and Municipality will not have flower barrels on Main St. in Exeter. There are 12 flower barrels included in the 2018 budget. Location of the flower barrels are South Huron Recreation Centre 2, Crediton 2, Dashwood 2, Centralia 1, Port Blake 1 and Kirkton 4. Flowers for Dashwood entrance signs requested by Glen. Budget handed out and reviewed.

5.2 **Home and Leisure Show**

The date is set for April 6 & 7, 2018. Home and Leisure Show organizers are requesting guest speakers at the show. South Huron CIB could run information pumpkin contest. Cathy is to request time slot for information session and a corner booth location.

5.3 **Review 2017 Evaluation - Working Groups**

Groups will work on a strategy plan to increase our score and profile in the community. South Huron CIB was .68 % short of achieving the 5 Blooms bronze last year. It was suggested that all working groups will meet on an evening to allow for coordination and uniformity in order to meet the CIB exercise goals. Dorothy provided hand out of working groups. Discussion on groups and on who should be each area took place.

5.4 **Pumpkin Contest**

Dorothy handed out flyer that she had prepared. Committee reviewed. Add to the Kirkton Fall fair program on September 5, 2018
Judging based on size, shape and color
Two Prizes from Guardian have been donated
Measure, shape and color are the judging criteria

5.5 Memorial Garden at Huron Village

CIB is coordinating with the Legion on this project. Design to be completed and approved by the Committee.

5.6 Profile book

Dorothy is busy and is not able to do the profile book this year. Ideas on who can do the profile book were discuss. A search is on for a replacement. A theme that is reflective and supportive of the Council direction should be determined.

5.7 Back Yard Oasis landscape area

Dorothy handed out the Back Yard Oasis flyer and the committee reviewed
Start promotion in January and prizes to be determined

5.8 Communities in Bloom Pamphlet

Dorothy handed out CIB pamphlets edited since the last meeting for review by the Committee. Dates for tree sale and earth day are to be added to the pamphlet
The pamphlet is a short term tool to help educate the public on what SHCIB is and does. CIB is about taking pride and being involved in the community
Print off 50 flyers to start

5.9 CIB Program participation in 2018

People are needed in the CIB program in order for continue growth and success
Need more investment by Council or other sources to help the growth of the CIB in South Huron
There is a lot of pride in the community in all the different communities. Need a way to bring it all together
First impression of new residents is that the Municipality of South Huron is clean and a nice place to live
Goal for next year is to complete projects such as the Tree Policy
During the tree sale, it was suggested that members track and document where trees are being planted

6. Communications

None

New Business

- A. Delegation from CIB attend Council on December 18, 2017. Delegation form will need to be completed. Brochure, Backyard Oasis flyer, and Pumpkin flyer to be forwarded to Council

B Motion: 24-2017
Moved: C. Hebert
Seconded: D. Henderson

That the South Huron Communities in Bloom Committee request to Council that George Wilson and Debbie Mountenay be added to the South Huron Communities Committee.

Disposition: Carried

7. Adjournment

Motion: 25-2017
Moved: G. Nicholson
Seconded: C. Seip

That the South Huron Communities in Bloom Committee hereby adjourns at 8:20 p.m., to meet again on January 3, 2018 at 6:30 p.m. in the Verity Room, Olde Town Hall or at the Call of the Chair.

Disposition: Carried

Cathy Seip, Chair

David Atthill, Recording Secretary



**THE CORPORATION OF THE MUNICIPALITY OF LAMBTON SHORES
Grand Bend and Area Joint Sewage Board
AGENDA**

Meeting #: 05-2017
Date: Friday, November 3, 2017
Time: 9:30 a.m.
Location: South Huron Town Hall - Carling Room, Exeter

Pages

1. **Call to Order**
2. **Declaration of Pecuniary Interest**
3. **Approval of the Agenda**

RECOMMENDATION:

THAT the agenda for the November 3, 2017 meeting of the Grand Bend and Area Joint Sewage Board as presented, be accepted.

4. **Minutes of Previous Meeting**

- 4.1 **Minutes of the October 6, 2017 Meeting for Approval**

3 - 5

RECOMMENDATION:

THAT the minutes of the Grand Bend and Area Joint Sewage Board meeting held on the 6th of October, 2017 as presented, be adopted.

5. **Correspondence**

There was no correspondence received.

6. **Presentations & Delegations**

- 6.1 **Presentation - Steve Burns, P. Eng. - GBSTF Reserve Fund Contribution Report**
- 6.2 **Delegation - Bob Sharen - Life Cycle Reserve Fund**

7. Staff Reports

7.1 Report 08-2017 - Capital Replacement Reserve Fund

6 - 29

RECOMMENDATION:

THAT Report STB 08-2017 regarding the “Capital Replacement and Rehabilitation Fund” be received; and

THAT the Grand Bend Area Joint Sewage Board establish a Capital Replacement and Rehabilitation Reserve Fund with a 2018 budget commitment of \$(TBD) increasing by 2% per annum to be reviewed in 2022.

8. Other Business

9. Closed Session

10. Adjournment



The Municipality of Lambton Shores

The Municipality of Lambton Shores Grand Bend and Area Joint Sewage Board

Minutes

Friday, October 6, 2017
8:30 a.m.

Member Present: Chair, Tom Tomes, South Huron
Member, Maureen Cole, South Huron
Member, Marissa Vaughan, South Huron
Member, Dave Maguire, Lambton Shores
Member Bill Weber

Member Absent: Member, Gerry Rupke, Lambton Shores

Staff Present: Steve McAuley, Director of Community Services, Lambton Shores
Don Giberson, Environmental Services Director, South Huron
Karen Cameron, Administrative Assistant, Lambton Shores

1. Call to Order

Chair Tom Tomes called the meeting to order at 8:30 a.m.

2. Declaration of Pecuniary Interest

The Chair asked members to declare any pecuniary interest that they might have with the business itemized on the agenda and none were declared.

3. Agenda Approval

17-1006-01

Moved By: Member Maguire

Seconded By: Member Vaughan

THAT the agenda for the October 6, 2017 meeting of the Grand Bend and Area Joint Sewage Board as presented, be adopted.

Carried

4. Minutes of Previous Meeting

17-1006-02

Moved By: Member Weber

Seconded By: Member Maguire

THAT the minutes of the Grand Bend and Area Joint Sewage Board meeting held on August 4, 2017 as presented, be adopted as amended to delete alternate members from the attendee list unless present.

Carried

5. Correspondence

There was no correspondence received.

6. Presentations

There were no presentations.

7. Staff Reports

7.1 Report STB 07-2017 - GBJSB - 2018 Budget.

17-1006-03

Moved By: Member Weber

Seconded By: Member Maguire

THAT Report STB 07 - 2017 regarding a "Grand Bend Area Sewage System proposed 2018 Budget" be received for discussion.

Carried

17-1006-04

Moved By: Member Weber

Seconded By: Member Vaughan

THAT the attached 2018 draft budget be circulated to the Councils' of Lambton Shores and South Huron for comment, and

THAT the Board considers the 2018 final budget and Council comments at the November 17, 2017 scheduled board meeting.

Carried

17-1006-05

Moved By: Member Vaughan

Seconded By: Member Maguire

THAT the Board consider including \$20,000.00 in the 2018 budget for a consultant energy audit to address the costs of energy at the STF.

Carried

17-1006-06

Moved By: Member Cole

Seconded By: Member Maguire

THAT staff prepare a report by February 2018 regarding the amount of invasive species on grounds and the plan to control and eradicate.

Carried

7.2 Capital Replacement Fund

Steve McAuley reported to the Board that the Consultant's report for the Capital Replacement Fund was still not available prior to this meeting. Steve McAuley mentioned that he would like to see the Board start thinking about this process and what it might mean to the budget for this year and the years to come.

The Board agreed to meet again on Friday, October 27, 2017 at 9:30 a.m. at the South Huron Town Hall, Carling Room, Exeter to review the consultant report.

8. Other Business

Moved By: Member Weber

Seconded By: Member Cole

THAT the two motions regarding the draft budget be included with the draft budget to Councils for comments.

Carried

9. Adjournment

17-1006-07

Moved By: Member Weber

Seconded By: Member Vaughan

THAT the October 6, 2017 Grand Bend and Area Joint Sewage Board meeting adjourn at 9:50 a.m.

Carried

GRAND BEND AREA JOINT SEWAGE BOARD

Report STB 08-2017

Board Meeting Date: November 3, 2017

TO: Chair Tomes and Board Members

FROM: Steve McAuley, Director of Community Services, Lambton Shores

RE: Capital Replacement and Rehabilitation Fund

RECOMMENDATION:

THAT Report STB 08-2017 regarding the “Capital Replacement and Rehabilitation Fund” be received; and

THAT the Grand Bend Area Joint Sewage Board establish a Capital Replacement and Rehabilitation Reserve Fund with a 2018 budget commitment of \$(TBD) increasing by 2% per annum to be reviewed in 2022.

SUMMARY

The Tri-party agreement requires that a Capital Replacement and Rehabilitation Fund be established for the future capital costs requirements of the plant. BMRoss and Associates Limited has completed a report that includes analysis of the future cost requirements and presented options for various funding levels based on set criteria. A copy of the BMRoss report is attached for the Board’s review.

BACKGROUND

BMRoss completed a report that outlined the future capital costs required for the plant and various scenarios for funding these costs. The scenarios presented are based on the following set criteria:

- Individual component costs for the plant
- Estimated useful life of the components
- Future funding availability
- Inflationary rate
- Interest earning rate
- Method of contributing (one set contribution or escalating contributions)

Individual components were broken out of the plant based on the actual amounts paid during the construction of the plant. Based on the fact the plant was recently completed, these costs were deemed to be an accurate costs for replacement calculations. The estimated useful life (EUL) used to determine when the components would need to be replaced was based on the asset management plan adopted by Lambton Shores.

Assumptions related to the availability of future grant funding have the largest impact on the contribution levels required. BMRoss has shown four (4) levels of potential funding, from 0% funding to 66.6% (2/3rds) funding. The existing plant was built with funding from the Federal and Provincial governments that equaled 66.6%. Historically senior government funding has been available for water and waste water work. Levels of funding have ranged as high as 85% in the 70's and 80's. Recent funding levels by higher levels of government seem to have settled on the idea of 1/3rd funding from the Federal, Provincial and Municipal levels of government. However there are no guarantees that grant funding will exist or be maintained at current levels.

For the purposes of calculating reserve contributions, an inflation rate of 2% is being used with an interest earned rate of 1.5% per annum.

Two (2) methods of contribution were presented for the Boards consideration.

1. The first method, called the Uniform Sinking Fund Approach, results in a single set contribution for the life of the fund (80 years). Any funding received proportionately reduces the contribution. While this approach has the advantage of establishing a set rate that will never increase, it will front load the contributions in terms of actual dollar value. As a result of this the users of the system today would pay a much higher dollar value as compared to the users contributing near the end of the fund.
2. The second option is the Annual Increasing Contributions Approach. This approach is based on a starting contribution value that increases annually by an amount that is similar to inflation. This approach would seem to more equitably distribute the replacement and rehabilitation costs to the users of the system over the life of the system.

While it would be nice to think that we could predict the future, and that the replacement and rehabilitation funding model will work for the next eighty years, it is only reasonable that we assume that the calculations will need to be revisited every 5-10 years in order to assess the ability of the fund to achieve the long term objectives. In order to conduct that assessment, it is important that the base criteria be established as opposed to randomly selecting a contribution amount. By having criteria that the calculation is based on, staff can compare individual factors such as historical interest rates, inflation rates etc. to determine if changes to the formula need to be made. That said, staff also recommend that the funding model implemented at this time assume that some amount of grant funding would remain available in the future. As/if the assumptions need to be changed, the reserve funding model can be adjusted by the Board in the future.

ALTERNATIVES TO CONSIDER

This report presents information that could be used to support a number of funding alternatives. For example, instead of assuming that a 66.6% grant will be available, the Board may wish to be more conservative, and assume only a 50% future grant contribution will be available and increase the Board budgeted contribution level to \$102,300. Alternately the Board could consider other methods or formulas, and assumptions. The requirement to create the fund is stipulated in the Tri-party Agreement.

RECOMMENDED ACTIONS

THAT Report STB 08-2017 regarding the “Capital Replacement and Rehabilitation Fund” be received; and

THAT the Grand Bend Area Joint Sewage Board establish a Capital Replacement and Rehabilitation Reserve Fund with a 2018 budget commitment of \$(TBD) increasing by 2% per annum to be reviewed in 2022.

FINANCIAL IMPACT

The contribution to the Replacement and Rehabilitation Fund will form part of the 2018 budget. As the purpose of the fund is to replace the assets of the plant, the contribution would be split between the Participating Municipalities based on the capital contribution to the plant. This split is outlined in the Tri-party Agreement as follows:

64.7% - Lambton Shores
35.3% – South Huron

The following charts show the individual contributions from each municipality based the two approaches recommended, using the base criteria outlined in the BMRoss Report but assuming different levels of funding:

Uniform Series Sinking Fund Approach

Grant Funding %	Total Contribution	Lambton Shores Share	South Huron Share
0%	\$424,500	\$274,651.50	\$149,848.50
25%	\$318,400	\$206,004.80	\$112,395.20
50%	\$212,300	\$137,358.10	\$74,941.90
66.6%	\$141,800	\$91,744.60	\$50,055.40

Annual Increasing Contribution Approach (2018 amount increasing 2%/annum)

Grant Funding %	Total Contribution	Lambton Shores Share	South Huron Share
0%	\$205,000	\$132,635.00	\$72,365.00
25%	\$153,400	\$99,249.80	\$54,150.20
50%	\$102,300	\$66,188.10	\$36,111.90
66.6%	\$68,500	\$44,319.50	\$24,180.50

CONSULTATION

South Huron
 BMRoss and Associates Limited

**REPORT ON RESERVE FUND
CONTRIBUTION FOR THE GRAND BEND
SEWAGE TREATMENT FACILITY**



**REPORT ON RESERVE FUND CONTRIBUTION
FOR THE GRAND BEND
SEWAGE TREATMENT FACILITY**

For the Joint Sewage Board

October 26, 2017

B. M. ROSS AND ASSOCIATES LIMITED
Engineers and Planners
62 North Street
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File No. 17285

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Appendix A	List of GBSTF Assets
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File No. 17285

REPORT ON RESERVE FUND CONTRIBUTION FOR THE GRAND BEND SEWAGE TREATMENT FACILITY

1.0 INTRODUCTION

B. M. Ross and Associates Ltd. (BMROSS) was retained by the Municipality of Lambton Shores to develop a value for a Reserve Fund Contribution consistent with the requirements of Sections 23 and 25 of the Agreement currently in place to administer the Facility. This requirement was included in the Agreement to ensure future funds will be available to replace and upgrade sewage system components as they begin to reach the end of their service life.

BMROSS prepared two options for the Joint Sewage Board to review. Staff presented these two options at the October 16, 2017 meeting of the Joint Sewage Board as a preliminary introduction to the concept of the Capital Reserve Fund Contribution. This report is meant to further explain the options and discuss the significance of the variables and assumptions inherent to the options.

2.0 PURPOSE OF THE RESERVE

The reserve fund contribution satisfies requirements under Sections 23 and 25 of the GBSTF Joint Sewage Board Agreement, which state:

“23. Capital Replacement and Rehabilitation Budget

The Capital Replacement and Rehabilitation Budget will project capital replacement and rehabilitation expenditures in accordance with all legislative requirements and the terms of the funding for the New Facility. For clarity, only members of the Joint Sewage Board that represent the Participating Municipalities that are contributing flows to the New Facility shall vote on the Capital Replacement and Rehabilitation Budget.”

“25. Capital Replacement and Rehabilitation Reserve Fund

A Capital Replacement and Rehabilitation Reserve Fund will be held by the Joint Sewage Board for the purpose of ensuring that sufficient funds are held to properly maintain the System. The Joint Sewage Board will hold this fund in a dedicated interest-bearing account. For clarity, only members of the Joint Sewage Board that represent the Participating Municipalities that are contributing flows to the New Facility shall vote on the Capital Replacement and Rehabilitation Reserve Fund.”

3.0 THE ASSETS

“The System” noted in Section 25 of the Agreement includes the new tertiary mechanical treatment facility (i.e. the GBSTF) on Mollard Line, the Main Sewage Pumping Station (SPS) in Grand Bend and 2,920m of 350mm dia. forcemain connecting the Main SPS with the GBSTF.

Although the system consists of the above three components, historical cost information on the Main SPS and the forcemain is incomplete and determining 2017 replacement estimates would be complex. For the purposes of determining a reserve fund contribution only the GBSTF has been considered at this time.

3.1 Source of Assets and Value Data

For the GBSTF the asset inventory was developed using Payment Certificate information developed during construction.

3.2 Assets Included

For a complete list of the GBSTF assets that were included in the reserve fund contribution calculation, refer to Appendix A. The list in Appendix A also includes the Estimate Useful Life (EUL), the unit price (2016 \$), and the required annual reserve contribution using a Sinking Fund analysis for each asset.

3.3 Assets and Costs Excluded

The list of assets in Appendix A does not include any items associated with either the Main SPS in Grand Bend, or the 2,920m long, 350mm dia. forcemain.

Additionally, the inventory list for the GBSTF was reduced by eliminating items that would not reasonably need to be replaced in the future (i.e. site grading). The sum of all costs is \$13,508,434. The total used in the Reserve calculation is approximately \$9,518,868 (70% of total). Potential engineering and project management costs related to future replacement have not been considered.

Furthermore, we note that the annual reserve contributions noted for each of the assets in Appendix A are based on the asset being replaced once, at the end of its EUL. Some assets will need to be replaced multiple times before other assets have reached their respective EULs. This is not reflected in the individual asset annual reserve contribution values in the Appendix.

3.4 Asset Life Expectancy

The asset list in Appendix A was summarized using similar component descriptions as used on the Asset Management Policy adopted by Lambton Shores has used previously in their Water and Wastewater (W&WW) Asset Inventory. Likewise, EULs applied to the asset list are based on the same policy.

4.0 UNIFORM SERIES SINKING FUND APPROACH

As noted in Section 1.0, BMROSS has suggested two different approaches to generating a reserve fund contribution for the GBSTF. The first, as demonstrated by Figure 1, uses a uniform series sinking fund approach and was called “Option 1”.

A uniform series sinking fund approach is used to determine a constant number that if deposited and invested annually will be equivalent to a given future amount. This formula assumes future expenditures will cost more than they do today, as a result of inflation. It also assumes that the money saved today, will grow as a result of interest earned. The formula is:

$$A = F[i]/((1+i)^N - 1)]$$

Where A = Annual contribution

F = Future amount (note F is the present amount inflated over period N)

N = The period considered (i.e. the EUL)

i = Annual interest earned

Option 1 has assumed an interest rate of 1.5%, an inflation rate of 2.0% and a period of 20 to 80 years depending on the predicted asset life expectancy. 80 years is the maximum EUL in the inventory.

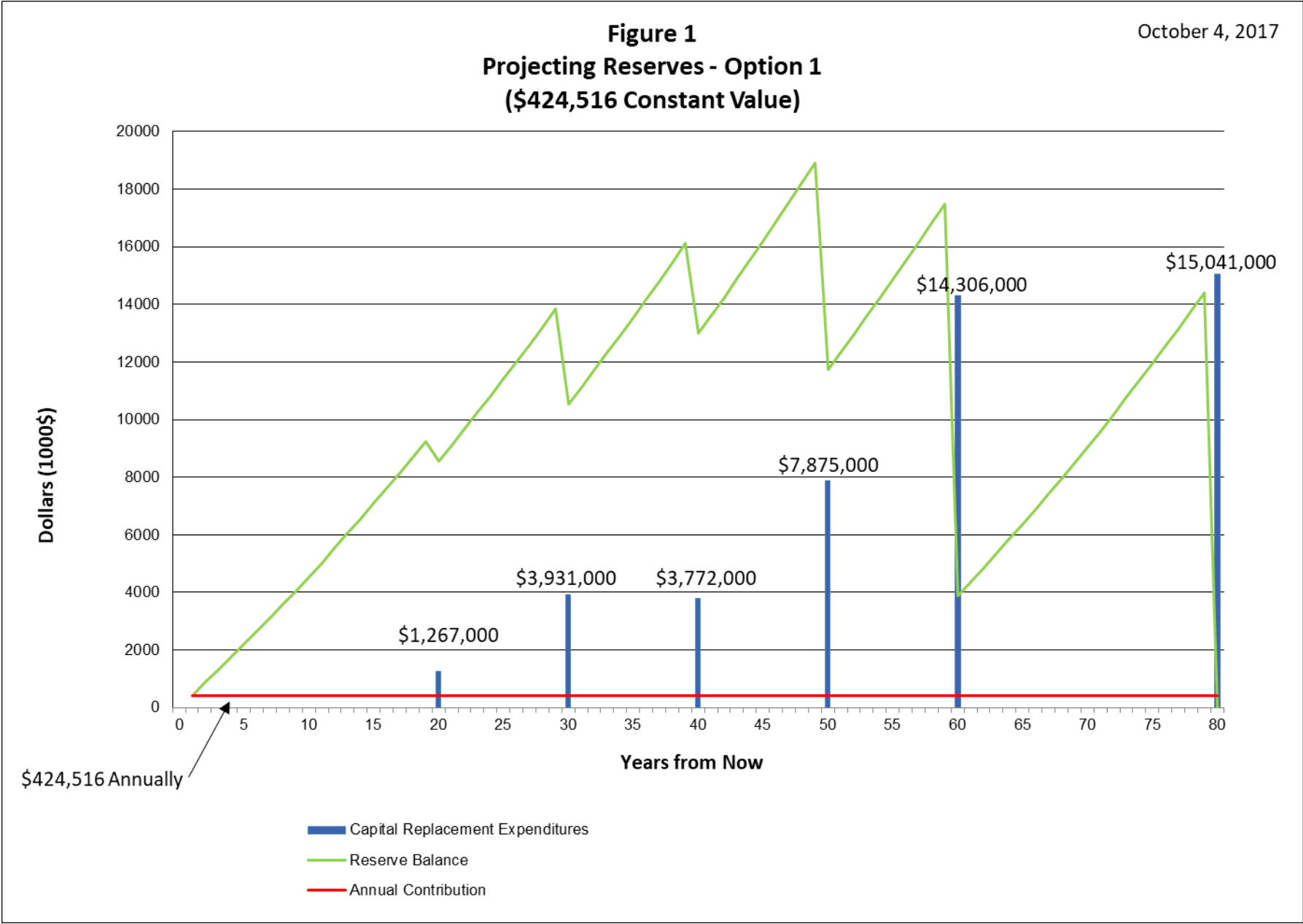
Table 1
Timing and Costs of Future Asset Replacements at the GBSTF

Years from Now	Estimated Expenditures ¹
20	\$1,266,400
30	\$3,930,300
40	\$3,771,900
50	\$7,875,100
60	\$14,305,900
80	\$15,040,300

Note: 1. Values presented are in future (i.e. inflated) dollars.

The result of the calculation is a requirement to set aside approximately **\$424,500** annually. Major expenditures are estimated to occur as identified in Table 1. The expenditures assume multiple replacement of assets as required based on the EULs.

The uniform series sinking fund approach will generate enough revenue to cover the above expenditures. At the end of the 80 year period, reserves are anticipated to be at or near \$0.



5.0 ANNUALLY INCREASING CONTRIBUTIONS APPROACH

The other approach suggested for generating a reserve fund contribution for the GBSTF was to, in lieu of a constant value, annually increase the amount of reserve contribution. This option is demonstrated by Figure 2 and called “Option 2”.

Option 2 recognizes that the uniform series sinking fund approach (Option 1) requires proportionately significant investment upfront, when compared to annual operating costs. The 2017 operations budget is \$423,811 which is almost identical to the annual reserve contribution amount of \$424,500 for Option 1. However, the operations budget is expected to increase over time. If we assume it increases by inflation (2%), it would be \$2,066,300 in 80 years. So, although the annual reserve contribution amounts to approximately 100% of the operating budget in year 1, by Year 80 it equates to only 20% of that budget.

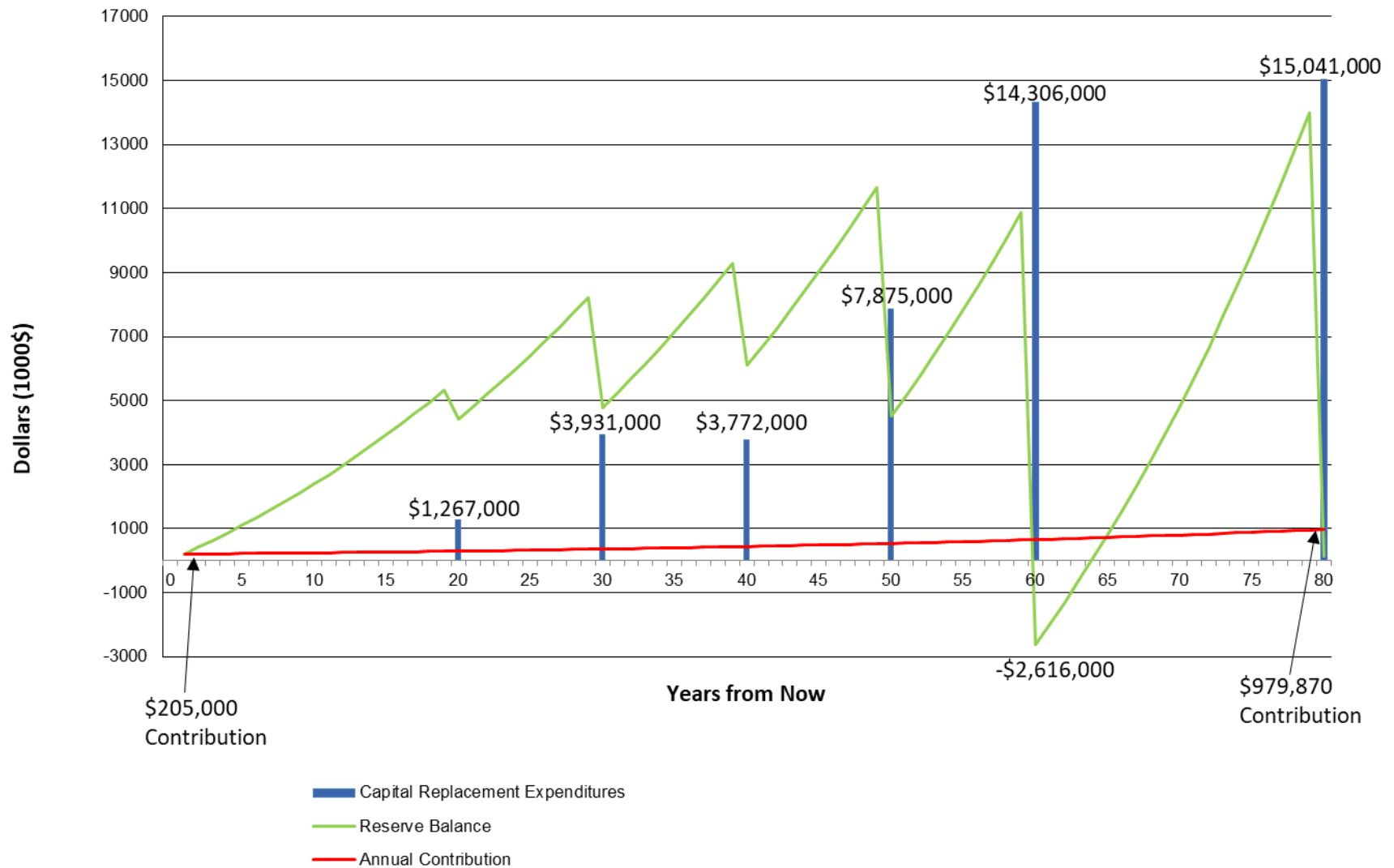
For Option 2, it was suggested to start with a lower amount in Year 1 and inflate the annual reserve contribution amount over the 80 year period. Actual expenditures are expected to remain the same as those identified in Table 1. We assumed that the annual reserve contribution amount would increase at a rate similar to inflation (2%).

The equation, solved by trial and error, results in a requirement to set aside approximately **\$205,000** in Year 1. By Year 80, this amount will increase to \$979,900. Annually, the value would be just under 50% of the expected operating budget.

Similar to Option 1, Option 2 will generate sufficient revenue to cover the required expenditures. Expected expenditures at Year 60 are significant enough that some short-term borrowing would be required. At the end of the 80 year period, reserves are anticipated to be at or close to \$0.

Figure 2
Projecting Reserves - Option 2
(\$205,000 increasing at 2% per year)

October 4, 2017



6.0 OUTCOMES

As noted in the earlier sections, two options for reserve fund contributions for the GBSTF were evaluated. The target goals for both options were similar:

1. Accumulate enough revenue to address future expenditures over an 80 year period.
2. By the end of the 80 year period, maintain a positive or near zero reserve balance.

Option 1 – The “Uniform Series Sinking Fund Approach” resulted in a suggested annual reserve contribution of **\$424,500** over the 80 year period.

Option 2 – The “Annually Increasing Contributions Approach” resulted in a suggested reserve contribution of **\$205,000** in year 1, increasing to **\$979,900** by year 80.

We note that with Option 1 the reserve balance is anticipated to remain positive over the entire 80 year period. However, with Option 2, it is anticipated that some borrowing will be required for a short period at the 60 year mark.

7.0 IMPACTS OF ASSUMPTIONS ON EACH APPROACH

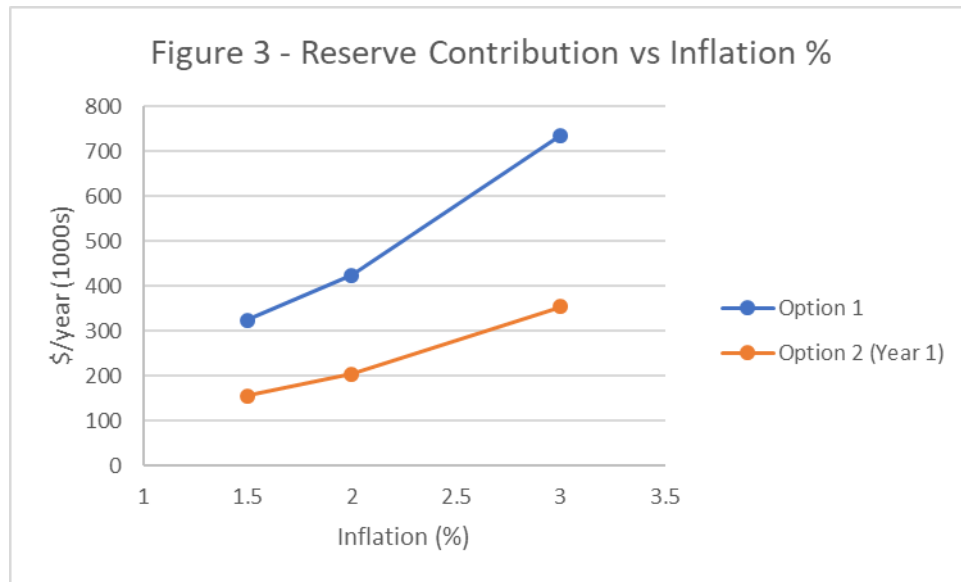
The following sections discuss the sensitivity of each of the assumptions applied to Options 1 and 2.

7.1 Inflation

As noted in earlier sections, an inflation rate of 2% was assumed in Sections 4.0 and 5.0. Table 2 and Figure 3 demonstrate the impact that having a higher (3%) or lower (1.5%) inflation rate will have on the two options.

Table 2
Impact of a Different Inflation Rate

Inflation Rate (%)	Option 1 Reserve Contribution (\$/yr)	Option 2	
		Reserve Contribution, Year 1 (\$/yr)	Reserve Contribution, Year 80 (\$/yr)
1.5	325,400	156,800	749,400
2.0	424,500	205,000	979,900
3.0	736,200	354,700	1,695,500



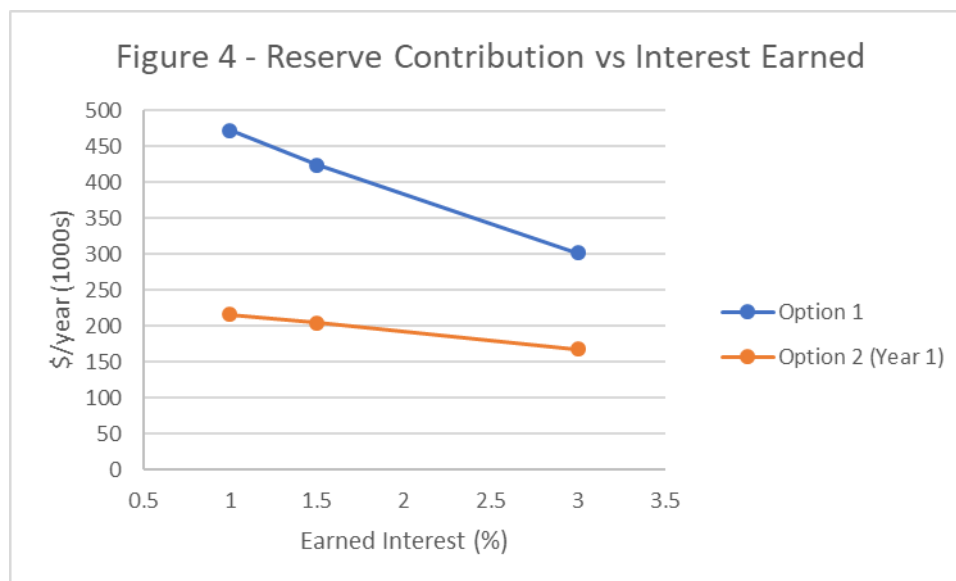
From Table 2, it is apparent that the required reserve contribution is very sensitive to the inflation rate. Proportionately both Options are impacted equally. Presumably Option 2, which requires an annually increasing contribution, would permit better monitoring and adjustment for inflation.

7.2 Earned Interest

As noted in earlier sections, an earned interest rate of 1.5% was assumed in Sections 4.0 and 5.0. Table 3 and Figure 4 demonstrate the impact that having a higher (3%) or lower (1.0%) earned interest rate will have on the two options.

Table 3
Impact of a Different Earned Interest Rate

Earned Interest Rate (%)	Option 1 Reserve Contribution (\$/yr)	Option 2	
		Reserve Contribution, Year 1 (\$/yr)	Reserve Contribution, Year 80 (\$/yr)
1.0	472,500	216,200	1,033,600
1.5	424,500	205,000	979,900
3.0	301,800	168,200	804,100



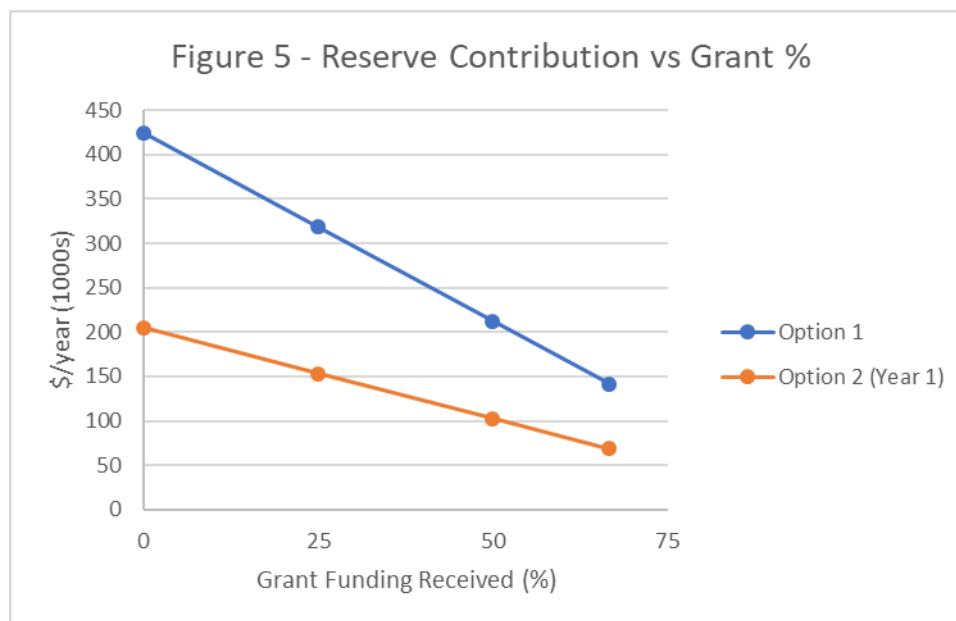
The amount of interest earned on the Reserve Fund account is a significant factor. In the base condition we have assumed interest earned (1.5%) is actually less than inflation (2.0%). This is the true case for 2017. Presumably, at some point, interest earned could equal or exceed inflation, thus permitting lower contributions. Option 1, which has a greater contribution in the earlier years, benefits more by an increase in Interest Earned. Option 2, with its annual adjustment, permits better monitoring and response to rate changes.

7.3 Grants

The calculations used in Sections 4.0 and 5.0 assumed no (0%) grant funding and all of the money necessary to fund the asset replacements comes from reserves. Using the base case of an earned interest rate of 1.5%, an inflation rate of 2.0%, and a period of 80 years, Table 4 and Figure 5 demonstrate what impact receiving 25%, 50% or 66.6% grant money on all of the anticipated expenditures will have on the two options.

Table 4
Impact of Receiving Grant Funding

Grant Funding Received (%)	Option 1 Reserve Contribution (\$/yr)	Option 2	
		Reserve Contribution, Year 1 (\$/yr)	Reserve Contribution, Year 80 (\$/yr)
0	424,500	205,000	979,900
25	318,400	153,400	733,200
50	212,300	102,300	488,800
66.6	141,800	68,500	327,300



The Reserve Fund Contributions for both options respond linearly to grant funding and both respond in the same proportion. Assuming a grant is available is the same as assuming costs will be less and correspondingly less must be saved.

7.4 Period of Planning

The calculations used in Sections 4.0 and 5.0 assumed an 80 year planning period consistent with the longest EUL. Table 5 and Figure 6 demonstrate what impact assuming a 60 or 100 year planning period will have on the two options.

Table 5
Impact of Adjusting the Planning Period

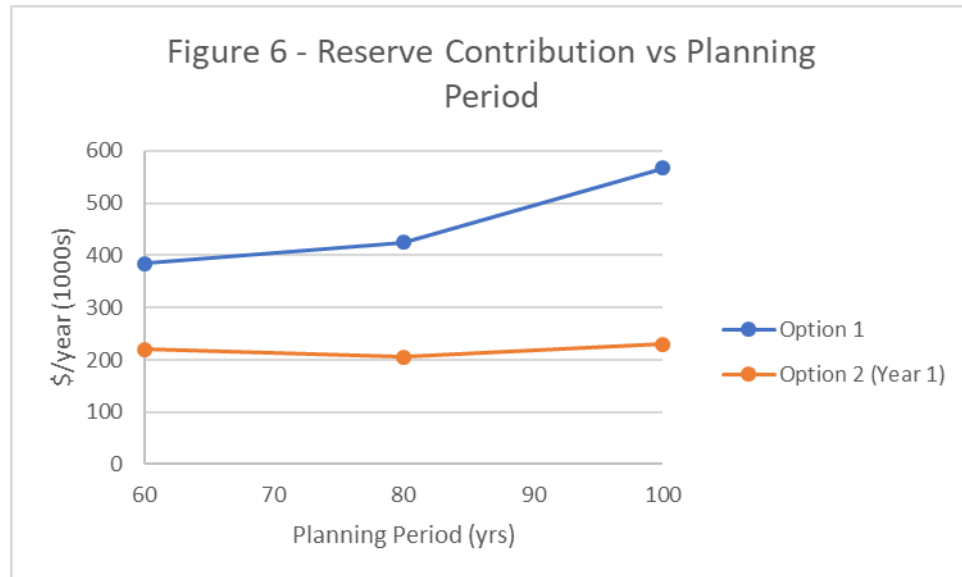
Planning Period (yrs)	Option 1 Reserve Contribution (\$/yr)	Option 2	
		Reserve Contribution, Year 1 (\$/yr)	Reserve Contribution, Year 80 (\$/yr)
60	384,200	220,600	1,054,500
80	424,500	205,000	979,900
100	566,600	230,500	1,101,800

The “Planning Period” is the period of years that the Reserve Fund will pay for replacement of the facilities. As set out in Appendix A, asset EULs have been defined as 20, 30, 40, 50, 60 and 80 years. A 60 year Planning Period will account for all costs up to 60 years including 3 cycles of the 20 Year EULs and 2 cycles of the 30 Year EULs. A 60 Year Planning Period does not account for assets to be replaced at 80 years. A 100 year Planning Period accounts for all assets plus an additional cycle of the 20, 30 and 50 year assets.

The Reserve contribution is impacted by inflation and also by interest earned. For example, less interest is earned over a 60 year period than 80 year period thus requiring greater annual contributions.

The analysis demonstrates:

- Option 2 is affected less than Option 1 by the Planning Period assumption.
- The optimum Planning Period in terms of Reserve contributions for Option 2 is 80 years.



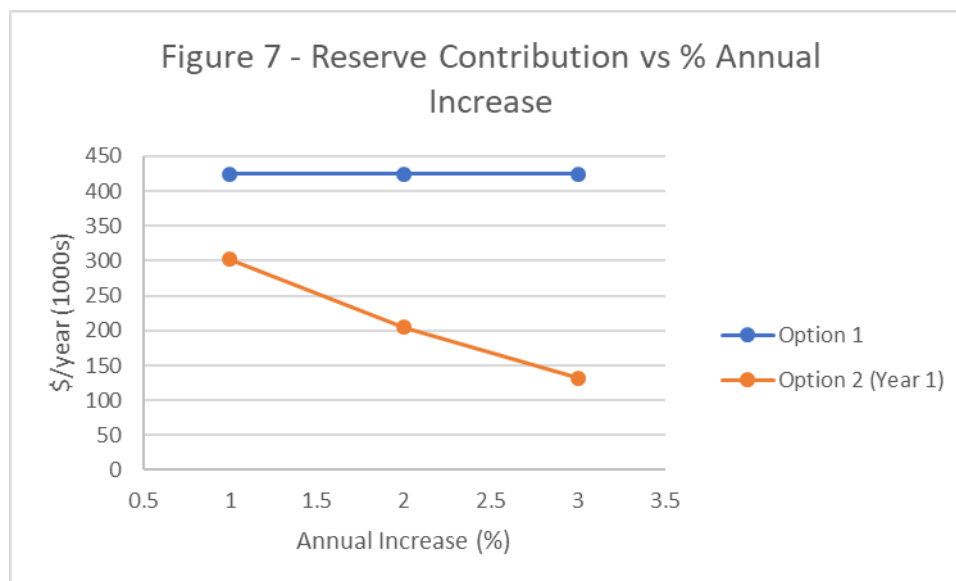
7.5 Annual Increase

The calculation used in Section 5.0 assumed that the annual contribution for Option 2 would increase by a rate similar to inflation (2%) over the entire 80 year planning period. Table 6 and Figure 7 demonstrate what impact assuming a 1% or 3% increase will have on Option 2.

Table 6
Impact of Adjusting the Annual Increase on Option 2

Annual Increase (%)	Option 1 Reserve Contribution (\$/yr)	Option 2	
		Reserve Contribution, Year 1 (\$/yr)	Reserve Contribution, Year 80 (\$/yr)
1.0	424,500	301,800	662,400
2.0	424,500	205,000	979,900
3.0	424,500	132,300	1,366,800

The base case for Option 2 assumed an annual increase in the contribution of 2% based on matching the assumed cost of inflation. Table 6 provides a picture of the impact (negative or positive) of contributing less or more than inflation. The effect is significant. The contribution for Option 1 is not affected by this because the principle for Option 1 is a constant uniform contribution.



8.0 SUMMARY

BMROSS was retained to develop a value for a Reserve Fund Contribution consistent with the requirements of Sections 23 and 25 of the Joint Sewage Board's Agreement for the Grand Bend Sewage Treatment Facility. This requirement was included in the Agreement to ensure future funds will be available to replace and upgrade sewage system components as the assets reach the end of their service life.

The analysis is for the sewage treatment facility only and excludes the Main SPS and forcemain.

Two options are presented.

- **Option 1** – The “Uniform Series Sinking Fund Approach” results in a suggested annual reserve contribution of **\$424,500** over the 80 year period.
- **Option 2** – The “Annually Increasing Contributions Approach” results in a suggested reserve contribution of **\$205,000** in Year 1, increasing to **\$979,900** by year 80.

The target goals for both options were to:

- Accumulate enough revenue to address future expenditures over an 80 year period.
- By the end of the 80 year period, maintain a positive or near zero reserve balance.

The assumptions made for both options were identical and included:

- An inflation rate of 2.0% on future replacement values.
- An earned interest rate of 1.5% on reserves.
- No grant money available for future replacements.
- A planning period of 80 years.
- An annual increase in reserve contributions of 2% (for Option 2 only)

Sections 7.1 to 7.5 of this Report provide an indication of the sensitivity of each of the above assumptions on the Reserve Contribution for Options 1 and 2. Table 7 summarizes the significance of the assumption.

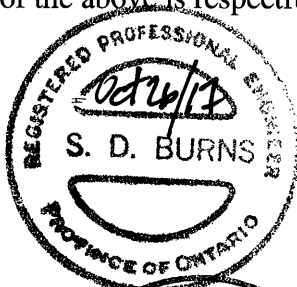
Table 7
Sensitivity of Assumptions

Assumption	Base Case	Impact on	
		Option 1 (Fixed Contribution)	Option 2 (Increasing Contribution)
Inflation	2%	Significant	Less significant
Earned Interest	1.5%	Significant	Less significant
Grant Contribution	0%	Very significant	Very significant
Planning Period	80 years	Significant	Not significant
Increase in Contribution	0% for Option 1 2% for Option 2	Not applicable	Significant


In summary the most significant assumption is the % grant available. Option 2 is less sensitive to changes in inflation or interest earned because there is an annual opportunity to adjust the contribution to match conditions.

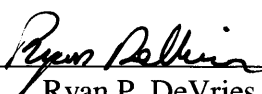
Option 2 also has the advantage of deferring higher contributions to later years when there are more customers.

All of the above is respectfully submitted.



B. M. ROSS AND ASSOCIATES LIMITED

Per 
Stephen D. Burns, P. Eng.

Per 
Ryan P. DeVries, P. Eng.

APPENDIX A

**LIST OF GBSTF ASSETS
USED IN CALCULATION**

Lambton Shores W&WW Financials
Reserve Calculation for Grand Bend WWTF

Inflation Allowance (%) = 2.0

Earned Interest Allowance (%) = 1.5

Note - Annual Reserve Contribution values have not been adjusted to account
for when assets need to be replaced multiple times over 80 years.

PC Item No.	Description	EUL (years)	Unit Price (2016)	Annual Reserve Contribution
Wastewater Treatment Facility Site Works & Tankage (WWTF Site)				
2.5	Process Yard Piping (Pressure Pipe)	50	\$747,000	\$27,287
2.7	Site Drainage Piping	50	\$262,000	\$9,571
2.10	Sidewalks	50	\$16,100	\$588
2.11	Fencing & Gates	50	\$32,253	\$1,178
3.1	CIP-Reactor-Clarifier Tanks	80	\$1,155,000	\$36,874
3.2	CIP-Equipment and Pipe Support Pads	80	\$25,000	\$798
3.3	Pre-Cast Maintenance Holes & Chambers	80	\$85,000	\$2,714
3.4	Pre-Cast Pumping Station Chambers	80	\$50,000	\$1,596
3.5	Other Items Required to Complete Div 3	80	\$61,646	\$1,968
5.1	Structural Steel, Lintels and Accessories	50	\$70,705	\$2,583
5.2	Platforms, Gratings and Handrails-Reactor Clarifiers	50	\$65,060	\$2,377
5.3	Access Hatches	50	\$52,300	\$1,910
7.2	Waterproofing (concrete tanks)	50	\$33,500	\$1,224
9.2	Other Items Required to Complete Div 9	20	\$18,200	\$1,170
11.1	Submersible Pumps (RASP, WASP & SCP)			
11.1.1	Supply	30	\$200,000	\$9,651
11.1.2	Install	30	\$20,000	\$965
11.2	Clarifier Mechanisms			
11.2.1	Supply	30	\$290,000	\$13,993
11.2.2	Install	30	\$80,000	\$3,860
11.3	Fine Bubble Diffusers			
11.3.1	Supply	30	\$35,000	\$1,689
11.4	PS Submersible Pumps (WEB, DCP, EQP & DRP)			
11.4.1	Supply	30	\$50,000	\$2,413
11.4.2	Install	30	\$10,000	\$483
11.5	Other Items Required to Complete Div 11	30	\$50,000	\$2,413
14.1	Lifting Davits	30	\$5,790	\$279
15.1	Process Piping	50	\$226,000	\$8,256
15.2	Process Valves	50	\$50,000	\$1,826
15.3	Process and Mechanical Identification	50	\$2,000	\$73
15.4	Pipe Insulation	50	\$50,000	\$1,826
15.5	Plumbing & Drainage	50	\$10,000	\$365
15.6	Process Piping Testing	50	\$5,000	\$183
16.1	Electrical Services	40	\$36,000	\$1,465
16.2	Electrical Distribution	40	\$77,000	\$3,133
16.3	Process Electrical	40	\$8,000	\$326

PC Item No.	Description	EUL (years)	Unit Price (2016)	Annual Reserve Contribution
16.4	Instrumentation	20	\$30,000	\$1,928
Wastewater Treatment Plant Admin & Process Building (WWTF Admin)				
3.1	CIP - Admin/Process Building	60	\$445,000	\$15,175
3.2	CIP - Equipment & Pipe Support Pads	60	\$12,000	\$409
3.3	Other Items Required to Complete Div 3	60	\$18,500	\$631
4.1	Masonry (Cavity Wall c/w Insulation)	60	\$140,000	\$4,774
4.2	Masonry (Concrete Block)	60	\$117,646	\$4,012
5.1	Structural Steel, Lintels & Accessories	50	\$28,465	\$1,040
5.3	Grating	50	\$7,850	\$287
6.1	Rough Carpentry	50	\$4,000	\$146
6.2	Finish Carpentry	50	\$1,000	\$37
7.1	Foundation Insulation	50	\$9,077	\$332
7.2	Fire Stopping & Smoke Seals	50	\$2,500	\$91
7.3	Metal Flashing & Trim	50	\$5,000	\$183
7.4	Sealants	50	\$2,500	\$91
8.1	Metal Doors and Frames	50	\$21,844	\$798
8.2	Aluminum Doors and Frames	50	\$19,220	\$702
8.3	Sectional Overhead Doors	50	\$14,995	\$548
8.4	Aluminum Windows	50	\$29,265	\$1,069
8.5	Finish Hardware	50	\$16,656	\$608
8.6	Glazing (Interior Windows)	50	\$3,459	\$126
8.7	Other Items Required to Complete Div 8	50	\$2,970	\$108
9.1	Acoustical Suspension Systems	50		\$0
9.2	Gypsum Board (Metal Studs & Insulation)	50	\$97,598	\$3,565
9.3	Acoustical Panels & Ties	50	\$38,375	\$1,402
9.4	Epoxy Flooring	50	\$25,000	\$913
9.5	Chemical Resistant Coating (inc in 9.4)			
9.6	Painting (Walls)	50	\$48,000	\$1,753
9.7	Painting Epoxy (Steel)	50	\$5,400	\$197
9.8	Other Items Required to Complete Div 9	50	\$10,900	\$398
10.1	Manufactured Specialties	20	\$14,923	\$959
10.2	Toilet Partitions	20	\$850	\$55
10.3	Washroom Accessories	20	\$1,784	\$115
10.4	Identifying Devices	20	\$1,500	\$96
11.1	Submersible Pumps			
11.1.1	Supply	30	\$100,000	\$4,825
11.1.2	Install	30	\$15,000	\$724
11.2	Screen and Grit Removal System			
11.2.1	Supply	30	\$650,000	\$31,365
11.2.2	Install	30	\$20,000	\$965
11.3	Aeration Blowers			
11.3.1	Supply	30	\$60,000	\$2,895
11.3.2	Install	30	\$10,000	\$483
11.4	Filters			
11.4.1	Supply	30	\$500,000	\$24,127
11.4.2	Install	30	\$10,000	\$483

PC Item No.	Description	EUL (years)	Unit Price (2016)	Annual Reserve Contribution
11.5	UV Disinfection Equipment Package			
11.5.1	Supply	20	\$230,000	\$14,780
11.5.2	Install	20	\$5,000	\$321
11.7	Chemical Feed System			
11.7.1	Supply	20	\$110,000	\$7,069
11.7.2	Install	20	\$5,000	\$321
13.2	Pre-Engineered Building	60	\$605,000	\$20,631
14.1	Lifting Davits	50	\$32,725	\$1,195
14.2	Gantry Crane	50	\$29,102	\$1,063
15.1	Process Piping	50	\$429,000	\$15,671
15.2	Process Valves	50	\$350,000	\$12,785
15.3	Process and Mechanical Identification	50	\$2,000	\$73
15.4	Pipe Insulation	50	\$50,000	\$1,826
15.5	HVAC System - Administration	20	\$50,000	\$3,213
15.6	HVAC System - Plant	20	\$250,000	\$16,065
15.7	HVAC Balancing Reports	20	\$5,000	\$321
15.8	Plumbing and Drainage	50	\$17,000	\$621
16.1	Electrical Services	40	\$295,000	\$12,003
16.2	Electrical Distribution	40	\$160,000	\$6,510
16.3	Standby Generator	30	\$64,000	\$3,088
16.4	Process Electrical	40	\$30,000	\$1,221
16.5	Building Services Electrical	40	\$250,000	\$10,172
16.6	Instrumentation	20	\$100,000	\$6,426
16.7	SCADA (Entire Plant - All Areas)	20	\$30,000	\$1,928
		Total	\$9,518,658	\$390,756



**Corporation of the Municipality of South Huron
Municipal Heritage Advisory Committee**

Minutes

**December 14, 2017 – 9:30 a.m.
Council Chambers-Olde Town Hall**

Members:

Laurie Dykstra, Chair
Wayne DeLuca, South Huron Councillor
June Hodgson
Alec Moore

Regrets:

Marion Creery

Others:

Joanne Bowen, Guest

Staff:

Genevieve Scharback, Recording Secretary

1. **Call to Order**

Chair L. Dykstra called the meeting to order at 9:38 a.m.

2. **Agenda Update**

Motion: 47-2017
Moved: W. DeLuca
Seconded: A. Moore

That the Municipal Heritage Committee adopts the agenda for December 14, 2017 as presented.

Disposition: Carried.

3. **Disclosure of Pecuniary Interest and the General Nature Thereof**

None.

4. **Minutes**

Motion: 48-2017

Moved: J. Hodgson
Seconded: A. Moore

That the Municipal Heritage Committee adopts the minutes of November 23, 2017 as presented.

Disposition: Carried.

5. Discussion:

5.1 Received and noted.

5.2 Deferred to next meeting.

5.3 Deferred to next meeting.

6. Other Topics:

The Committee reviewed the sign quote and the different sign finishes available.

Motion: 49-2017
Moved: W. Deluca
Seconded: J. Hodgson

That the Municipal Heritage Committee accept the quote for \$1,207.11 for the signs with the smooth background.

Disposition: Carried.

6. Correspondence

6.1 South Huron Council Resolutions

Noted and Filed.

7. Next Meeting

The next meeting will be January 11, 2018 at 9:30 a.m.

8. Adjournment

Motion: 50-2017
Moved: A. Moore
Seconded: J. Hodgson

That the South Huron Heritage Advisory Committee hereby adjourn at 10:10 a.m. to meet again on January 11, 2018 or at the Call of the Chair.

Disposition: Carried.

Laurie Dykstra, Chair

Recording Secretary



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Dwayne McNab, Development Services Manager/CBO**
Date: January 15 2018
Report: Bldg 18-01
Subject: Quarterly Building Activity Report (Q4) and 2017 Building Activity Report

Recommendations:

That South Huron Council receives the report from D. McNab, Development Services Manager re: Quarterly Building Activity Report (Q4) and the Building Activity Report completed to the end of December 2017 for information only.

Purpose:

This report is for information.

Background and Analysis:

This report details the building activity in South Huron for the final quarter of 2017 (October – December). Further included with this report are the year-end activity numbers for 2017.

As of the end of December 2017, there were a total of 159 Building Permits issued with a construction value of \$33,813,289.60. This is an increase over 2016 by 82.7%. Building Permits issued also show a 17.7% increase from 2016 numbers.

Based on South Huron's 5 year average (less Wind Turbine projects), 2017 saw an increase in construction value of 46.5% and an increase in permits by 8.9%.

Detailed in the report, 19 new single family dwellings were approved in 2017 having a construction value of \$6,112,000.00. This represented a 46.1% increase over 2016. In addition, 5 multi-residential projects were approved in 2017 with a construction value of \$4,300,000.00.

Permit numbers in the rural sector for agricultural projects were comparable to 2016; however the value of construction had a significant increase of 93.8% from 2016 closing at \$12,597,150.00.

Operational Considerations:

As this report is being presented for information purposes only, no alternatives are presented.

South Huron's Strategic Plan:

The recommendation(s) included in this Staff Report are not specifically related to the goals identified in the 2015-2019 Council Strategic Plan.

Financial Impact:

There are no financial implications for the Corporation resulting from the proposed recommendation.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

There are no staffing implications for the Corporation resulting from the proposed recommendation.

Policies/Legislation:

No policies, by-laws and or legislation associated with this report.

Consultation:

I. Datars – Administrative Building Assistant

Related Documents:

Quarterly Building Activity Report (Q4)

2017 Building Activity Report

Respectfully submitted,

Dwayne McNab, Development Services Manager/CBO

Type of Permit	Permits		Construction Value		Ward					
	2016	2017	2016	2017	2016			2017		
					Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne	Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne
Residential										
Multiple Residential Unit	0	0	\$ -	\$ -	0	0	0	0	0	0
Single Family Dwelling	2	3	\$ 422,000.00	\$ 1,035,000.00	0	2	0	0	3	0
Residential Addition/ Alteration	4	15	\$ 285,000.00	\$ 465,168.75	2	2	0	9	5	1
Residential Accessory Building	3	3	\$ 25,000.00	\$ 26,000.00	1	2	0	1	2	0
Trailer Unit	0	1	\$ -	\$ 100,000.00	0	0	0	1	0	0
Trailer Addition/ Alteration	3	1	\$ 46,000.00	\$ 5,100.00	3	0	0	1	0	0
Commercial										
Commercial New Construction	1	1	\$ 650,000.00	\$ 1,900,000.00	1	0	0	0	1	0
Commercial Addition/Alteration	2	1	\$ 655,000.00	\$ 175,000.00	1	1	0	1	0	0
Industrial										
Industrial New Construction	0	0	\$ -	\$ -	0	0	0	0	0	0
Industrial Addition/Alteration	1	0	\$ 5,000.00	\$ -	0	1	0	0	0	0
Institutional										
Institutional New Construction	0	1	\$ -	\$ 4,000.00	0	0	0	0	1	0
Institutional Addition/Alteration	2	1	\$ 133,000.00	\$ 35,000.00	0	0	2	0	1	0
Agriculture										
Agricultural New Construction	4	7	\$ 1,730,000.00	\$ 4,045,000.00	2	0	2	3	0	4
Agricultural Addition	2	0	\$ 350,000.00	\$ -	2	0	0	0	0	0
Septic Permits	4	4	\$ -	\$ 17,000.00	4	0	0	2	1	1
Demolitions	2	3	\$ 5,000.00	\$ 45,000.00	1	0	1	1	2	0
Change of Use	0	0	\$ -	\$ -	0	0	0	0	0	0
Wind Turbine	0	0	\$ -	\$ -	0	0	0	0	0	0
TOTALS	30	41	\$ 4,306,000.00	\$ 7,852,268.75	17	8	5	19	16	6
Fees Charges			2016	2017						
	Building Permits		\$ 49,709.10	\$ 67,837.07						
	Compliance Letters		\$ -	\$ -						
TOTAL			\$ 49,709.10	\$ 67,837.07						



2017 BUILDING ACTIVITY REPORT

TYPE OF PERMIT	PERMITS		CONSTRUCTION VALUE		WARD					
	2016	2017	2016	2017	2016			2017		
					Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne	Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne
Residential										
Multiple Residential Unit	2	5	\$ 2,000,000.00	\$ 4,300,000.00	0	2	0	0	5	0
Single Family Dwelling	13	19	\$ 3,818,980.00	\$ 6,112,000.00	7	4	2	4	13	2
Residential Addition/ Alteration	28	35	\$ 1,481,707.27	\$ 1,535,100.75	12	14	2	14	13	8
Residential Accessory Building	13	17	\$ 86,015.02	\$ 275,600.00	6	5	2	7	7	3
Trailer Unit	1	6	\$ 120,000.00	\$ 575,000.00	1	0	0	6	0	0
Trailer Addition/ Alteration	10	8	\$ 114,759.29	\$ 99,240.88	9	1	0	8	0	0
Commercial										
Commercial New Construction	4	4	\$ 2,237,000.00	\$ 3,485,000.00	2	2	0	1	1	2
Commercial Addition/Alteration	10	9	\$ 1,860,000.00	\$ 998,493.37	6	4	0	4	3	2
Industrial										
Industrial New Construction	0	2	\$ -	\$ 2,910,000.00	0	0	0	2	0	0
Industrial Addition/Alteration	1	0	\$ 5,000.00	\$ -	0	1	0	0	0	0
Institutional										
Institutional New Construction	1	4	\$ 1,500.00	\$ 76,300.00	1	0	0	0	2	2
Institutional Addition/Alteration	2	4	\$ 180,350.00	\$ 619,904.60	0	0	2	0	4	0
Agriculture										
Agricultural New Construction	23	22	\$ 6,021,000.00	\$ 12,397,150.00	8	0	15	7	0	15
Agricultural Addition	5	1	\$ 480,000.00	\$ 200,000.00	2	1	2	1	0	0
Septic Permits	12	12	\$ -	\$ 81,000.00	9	0	3	5	1	6
Demolitions	10	11	\$ 105,400.00	\$ 148,500.00	4	3	3	3	8	0
Change of Use	0	0	\$ -	\$ -	0	0	0	0	0	0
Wind Turbine	0	0	\$ -	\$ -	0	0	0	0	0	0
TOTALS	135	159	\$ 18,511,711.58	\$ 33,813,289.60	67	37	31	62	57	40
Fees Charges			2016	2017						
TOTAL	Building Permits		\$ 184,958.36	\$ 260,322.40						
	Compliance Letters		\$ -	\$ -						
			\$ 184,958.36	\$ 260,322.40						



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Andrew Baird, Fire Chief**
Date: January 15 2018
Report: Fire 18.01
Subject: Fire Department Dispatching Services

Recommendations:

That; South Huron Council receives the report from Andrew Baird, Emergency Services Manager, re: Fire Department Dispatching Services; and

That; South Huron Council authorizes the Emergency Services Manager to Tender for Full Dispatching Services for the start of 2019.

Purpose:

Council Approval and Authorization.

Background and Analysis:

Current Fire Department Dispatching Services are provided by the Startford Fire Department. The contract for their services expires Dec 31, 2018 at 2359hrs. The services provided are Call Taking and Dispatching the appropriate station within South Huron to the emergency. The remainder of the dispatching duties for the incident is conducted by the first firefighter in the radio room.

The current radio system in place for dispatching is becoming problematic and archaic as well as putting all the radio responsibilities on a firefighter in the radio room vs a professional dispatcher with all the appropriate resources and capabilities.

Full Dispatching Services provide numerous advantages over the current system in place and with the SHFD providing our own radio room operators. ie Liability, Mapping, Communications, Voice/ Data Recordings, Paging and Computer Aided Dispatching.

A review of the Departments within the County discovered no consistency with dispatching services.

Should Council approve the recommendation outlined in this report, tendering process will be completed immediately to ensure enough time and notice is given to make the appropriate changes.

Operational Considerations:

1. Status Quo – Continue in 2019 with fire dispatching services being provided by Stratford Fire and the South Huron Fire Department will continue to provide radio room operators for the remainder of the incident.
2. Change to Full Dispatching Services.

South Huron's Strategic Plan:

To keep taxes and user fees affordable to maintain existing population and encourage new growth.

Financial Impact:

Estimated annual cost is approximately \$33,000, consisting of \$17,000 annually for dispatching fees, \$1,000 phone line to Seaforth Hospital, approx. \$10,000 in wages for radio room operator and \$3-\$5000 for yearly repairs to system. Goal for the tendering process would be to stay within this range.

Legal Impact:

There are no legal implications for the Corporation resulting from the proposed recommendation.

Staffing Impact:

For the most part, this will free up one firefighter to respond to the incident if necessary.

Policies/Legislation:

None.

Consultation:

Reviewed with CAO.

Related Documents:

None.

Respectfully submitted,

Andrew Baird, Fire Chief



Staff Report

Report To: Dan Best, Chief Administrative Officer

From: **Megan Goss, Human Resources Coordinator,
Assistant to CAO**

Date: January 15 2017

Report: HR 01.18

Subject: Council Representatives for the Community
Hub/Recreation Centre Project Steering Committee

Recommendations:

That South Huron Council hereby appoint the following members of Council to the Community Hub/Recreation Centre Project Steering Committee _____ & _____.

Purpose:

Council Appointment

Background and Analysis:

As per the terms of reference for the Community Hub/Recreation Centre Project Steering Committee; approved by resolution #316-2017, the composition for the committee is as follows:

Membership shall consist of the following:

- Up to 2 members from South Huron Council
- Representatives from targeted user groups up to (7):
 - Sport & Recreation Users
 - Arena Users
 - Community Organizations
 - Business & Corporations
 - Private & Public Institutions
 - General Public
 - Municipalities & Other Levels of Government

Resolution # 487-2017 appointed Brandon Babbage, Craig Ivatts, Peter Hrudka, Mike Ondrejicka, Ron Mayer, Dawn Rasenberg and Robert Oud as public members for the Community Hub/Recreation Centre Project Steering Committee.

Council representation on the project steering committee has yet to be determined.

Operational Considerations:

No other options were considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key priorities and strategic directions. The following elements are supported by the actions outlined in this report:

- ✓ Improved Recreation and Community Wellbeing
- ✓ Transparent, Accountable, and Collaborative Governance

Financial Impact:

There are no financial implications as a result of the actions outlined in this report.

Legal Impact:

There are no legal implications as a result of the actions outlined in this report.

Staffing Impact:

There are no staffing implications as a result of the actions outlined in this report.

Policies/Legislation:

None

Consultation:

Genevieve Scharback, Corporate Services Manager/Clerk

Related Documents:

[Community Hub/Recreation Project Steering Committee Terms of Reference](#)

Respectfully submitted,

Megan Goss, Human Resources Coordinator, Assistant to CAO

Community Hub/Recreation Project Steering Committee

Terms of Reference

Name:	Community Hub/Recreation Project Steering Committee
Reports to:	Council
Support:	Office of the CAO
Type:	Committee of Council
Established:	Approved: October, 2017

Committee Purpose:

The Community Hub/Recreation Centre Project Steering Committee (Steering Committee) has been established to advise Council, Administration and Consultant/Project Management Team on specific matters as they pertain to the preparation and delivery of the South Huron Community Hub/Recreation Centre Facility.

The overall purpose of the Steering Committee is to ensure that the stakeholders in the community along with members of South Huron Council have their interests represented during the tenure of the consulting engagement, and that by playing this key role the community will have a strong sense of ownership and support the development of the facility. In this way the Steering Committee will help to ensure that future action within the property is appropriate to the community, and of the highest possible quality.

Role of the Steering Committee

The Steering Committee has been designed to provide neighbourhood and community stakeholders an opportunity to have their interests represented during the course of the study in a focused and multi-interest group structure. The Committee will share opinions and perspectives and offer collective advice to the Consultant / Project Management Team. The Committee's input, along with broad public consultation, will enable a planning process that is open, transparent and meaningful to the community.

Input will flow from the Steering Committee to the Consultant / Project Management Team throughout the planning process in the form of information and feedback which will be used by the Consultant / Project Management Team throughout the project. Additionally, the Steering Committee will provide input to the Consultant / Project Management Team on community engagement and communication activities.

Duties of the Steering Committee

- Meet on a monthly basis (or as required) with the Consultant / Project Management Team;
- Meet with the Consultant / Project Management Team to review the results of public consultation exercises and key project reports and findings;
- Advise Consultant / Project Management Team and consultant on the public participation program in order to stimulate focused community and stakeholder input
- Review staff and consultant reports and formulate responses and recommendations;
- Be subject to the Municipality of South Huron policies including Code of Conduct, Confidentiality and Conflict of Interest.
- Recognize that some of the information shared in the course of the project may be sensitive, and when used outside of the project team may jeopardize the integrity of the project`s results.

Committee Membership, Compensation & Structure

Membership shall consist of the following:

- Up to 2 members from South Huron Council
- Representatives from targeted user groups up to (7):
 - Sport & Recreation Users
 - Arena Users

- Community Organizations
 - Business & Corporations
 - Private & Public Institutions
 - General Public
 - Municipalities & Other Levels of Government
- Remuneration for Members shall be for mileage (exclusive of Committee meeting attendance) and for reasonable expenses incurred in accordance with South Huron Corporate policies and authorized by the Chief Administrative Officer.
 - Remuneration for Council members shall be in accordance with South Huron Council Remuneration Policies
 - At the first meeting of the Steering Committee the members will elect from the membership a Chairperson and Vice-Chairperson.

Selection of Membership

Selection criteria will include:

- Willingness and ability to commit to the necessary time-line;
- Commitment and interest in the future of the study area, with said interest informed by a balanced neighbourhood, Community and County perspective;
- Skills and experience related to previous work with community-based and/or planning projects;
- A reasonable assurance that the selected member does not have a pecuniary interest as related to the future development and use of the property.

Appointment

- Members at Large shall be appointed by Council and the term of appointment shall be for the duration of the project commencing November 2017 until May 31, 2019 or as otherwise determined through an extension of the project time-line.

Meetings

- Meetings shall be held monthly or as agreed to by the Steering Committee and Consultant / Project Management Team as determined by the project requirements.
- A written summary of discussion and comments from each meeting will be prepared by Staff in cooperation with the Consultant / Project Management Team and with the assistance of the Steering Committee.
- Meeting minutes will describe highlights of the meeting, areas of agreement, disagreement or decision, and recommendations or options.
- Meeting minutes will be circulated to the Steering Committee and Consultant Project Management Team within 1 week of the meeting and made available on the Municipal website.

Decision Making within the Steering Committee

- Decisions about recommendations to the Consultant / Project Management Team will be made by consensus.

Quorum

The quorum will be made up of the members that are present.

Resources

- The Municipality of South Huron will provide staff resources to the Steering Committee including coordinating and arranging meetings, agendas, note taking (summary and action items), distribution of materials, and other administrative functions in cooperation with the Consultant / Project Management Team.

Conflict of Interest

The *Municipal Act* shall bind the members of the Committee as it relates to confidentiality, conflict of interest, closed sessions, and any other requirement under the *Act*, which pertain to the conduct of officials.

Indemnities to Committee Members and Others

Committee members shall be covered by the municipality's general liability insurance policy as it relates to Committees of Council activities.

Review and Update of the Terms of Reference

- The Steering Committee may from time to time make changes to the TOR based on the following conditions:
- Proposed changes were achieved by consensus of the Steering Committee members.
- Proposed changes shall be presented to Council for consideration.
- Changes required ratification by Council through resolution.

Genevieve Scharback

From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, January 08, 2018 6:01 PM
To: Genevieve Scharback
Subject: Mark Your Calendars! AMO Conference Guest Room Bookings Open January 17, 2018

Attention: To those who book for and attend the AMO AGM Annual Conference

The 2018 AMO AGM and Annual Conference will be held in Ottawa from August 19 - 22, 2018. In order to assist with the guest room booking process AMO has negotiated Conference rates at eight hotels. Locations and starting rates (*please note rates do not include applicable taxes*) are below. Complete details can be found online at <http://www.amo.on.ca/Events/AMOCConference/Hotels>

- Main Conference Hotel: Westin Hotel, 11 Colonel By Drive | Traditional rooms start at \$251/night
- Secondary Hotels
 - Delta Ottawa City Centre, 101 Lyon Street | Mode rooms start at \$185/night
 - Fairmont Chateau Laurier, 1 Rideau Street | Fairmont rooms start at \$269/night
 - Les Suites Hotel, 130 Besserer Street | Single one-bedroom suites start at \$189/night
 - Lord Elgin Hotel, 100 Elgin Street | Traditional/Parkview rooms start at \$199/night
 - Novotel Ottawa, 33 Nicholas Street | Superior single rooms start at \$175/night
 - Ottawa Marriott Hotel, 100 Kent Street | Traditional rooms start at \$185/night
 - Sheraton Ottawa Hotel, 150 Albert Street | Traditional king rooms start at \$219/night

I encourage you to read the guest room booking policy in full prior to making any bookings at either the main conference hotel or any of the secondary hotels. Visit <http://www.amo.on.ca/Events/AMOCConference/Hotels> for rate information; details on how to make a reservation; as well as the deposit and cancellation policies.

To help you plan your stay, note that the conference will be held at the Shaw Convention Centre and the Westin Hotel. It will run from Sunday, August 19 to Wednesday, August 22, with programming on Sunday generally starting after 2:00 pm, concluding on Wednesday before noon. Registration will also open on January 17, 2018.

If you have any questions or concerns about this change or about bookings in general please do not hesitate to contact Nav Dhaliwal at ndhaliwal@amo.on.ca, or at 416.971.9856 ext. 330.

Recap:

- Guestroom booking for the Conference opens on January 17, 2018 at 10:00 am
- Conference registration will be live on the website on January 17, 2018
- The AMO Conference runs from August 19 to 22, 2018

Thank you

AMO Events

DISCLAIMER: Any documents attached are final versions. AMO assumes no responsibility for any discrepancies that may have been transmitted with this electronic version. The printed versions of the documents stand as the official record.

OPT-OUT: If you wish to opt-out of these email communications from AMO please [Click Here](#).

Genevieve Scharback

From: Great Lakes and Water Policy Section (MNRF) <mnrwaterpolicy@ontario.ca>
Sent: Thursday, December 21, 2017 2:47 PM
To: Great Lakes and Water Policy Section (MNRF)
Subject: Notification of Bill 139, the Building Better Communities and Conserving Watersheds Act, 2017 Receiving Royal Assent

Ministry of Natural Resources and Forestry

Water Resources Section
 Natural Resources Conservation Policy Branch
 Policy Division
 Ministry of Natural Resources and Forestry
 300 Water Street,
 Peterborough, ON K9J 8M5
 Telephone: 705-755-1729
 Fax: 705-755-1971

Ministère des Richesses naturelles et des Forêts

Section des ressources en eau
 Direction des politiques de conservation des richesses naturelles
 Division de l'élaboration des politiques
 Ministère des Richesses naturelles et de la Foresterie
 300, rue Water
 Peterborough (Ontario) K9J 8M5
 Téléphone: (705) 755-1729
 Télécopie: (705) 755-1971



TO: All Stakeholders involved in the *Conservation Authorities Act* Review

RE: Notification of Bill 139, the *Building Better Communities and Conserving Watersheds Act*, 2017 Receiving Royal Assent

I am pleased to inform you that Bill 139, the *Building Better Communities and Conserving Watersheds Act*, 2017 that proposes amendments to the *Conservation Authorities Act* has been passed by the Ontario Legislature and has officially received Royal Assent. In addition to the amendments to the *Conservation Authorities Act*, the legislation also contains changes related to the Local Planning Appeals Tribunal.

The passing of this legislation highlights the completion of the multi-year review of the *Conservation Authorities Act* and is part of a comprehensive suite of proposed changes resulting from the review. The amendments modernize the Act to strengthen oversight and accountability in conservation authority decision making, increase clarity and consistency in conservation authority roles and responsibilities, improve collaboration and engagement, modernize funding mechanisms, and provide flexibility for conservation authorities to adapt to changing circumstances and challenges in the future.

The passing of this legislation is an important achievement that will provide ongoing benefits to Ontarians. While some updated provisions will come into force immediately, other provisions will be phased in over the coming years as supporting regulations and policy is developed. My ministry will continue to engage interested parties to assist in the development of these regulations, policies and guidelines.

If you have any questions regarding the legislative process or the implementation of the amendments, please contact the Water Resources Section at mnrwaterpolicy@ontario.ca.

Thank you again for your support and participation in the review.

Jennifer Keyes
 Manager, Water Resources Section
 Policy Division

Ministry of Agriculture,
Food and Rural Affairs

3rd Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: (519) 826-3552
Fax: (519) 826-3259

Ministère de l'Agriculture,
de l'Alimentation et
des Affaires rurales

3^e étage
1, rue Stone ouest
Guelph (Ontario) N1G 4Y2
Tél.: (519) 826-3552
Télééc.: (519) 826-3259



Environmental Management Branch

Date: December 21, 2017
To: Council, Clerk and Drainage Superintendent
From: Sid Vander Veen, Drainage Coordinator

Subject: 1. UPCOMING DRAINAGE COURSES
2. TILE LOAN PROGRAM

UPCOMING DRAINAGE COURSES (for registration, go to www.ridgtownc.com/ce)

The **Drainage Superintendents Course** will be held from March 5 – 9, 2018 in Guelph. If your municipality intends to appoint an individual as their drainage superintendent, that individual must have successfully completed this course in order to be eligible to receive the drain maintenance and superintendent grants under the Drainage Act. The attached course brochure provides additional details and includes a registration form.

The one-day **Rural Municipal Drainage Course** focuses principally on the Drainage Act. It provides useful information and instruction to clerks, treasurers, council members and others on the procedures and responsibilities of the Act. The one-day **Calculating Drainage Act Assessments** course should help treasurers and drainage superintendents in determining the share of drain maintenance costs to be levied on individual properties. Additional details and a registration form are contained in the attached course brochure.

2. TILE LOAN PROGRAM

March 1, 2018 is the last date that we can process debentures in the 2017/18 fiscal year. Therefore, debentures must be submitted to us no later than **February 16, 2018**. If this date is missed, no debentures can be purchased until the program is announced for the 2018/19 fiscal year.

The Tile Drainage Act states that the province is to collect interest on loan instalments that are in default. This default interest rate, set by the Lieutenant Governor in Council, is 1.25% per month.

Yours truly,

Sid Vander Veen, P. Eng.
Drainage Coordinator

Attachments:

- Drainage Superintendents Course brochure
- Rural Municipal Drainage Course & Calculating Drainage Act Assessments Course brochure

Cobourg —March 21-22, 2018

Cobourg Inn & Convention Centre
930 Burnham Street
Cobourg ON K9A 2X9
Tel: 905-372-2105
Deadline: February 28, 2018

London—April 4-5, 2018

Best Western Plus Lamplighter Inn & Conference Centre
591 Wellington Road South
London ON N6C 4R3
Tel: 519-681-7151
Deadline: March 14, 2018

Espanola—April 18-19, 2018

Espanola Columbus Hall
399 Mead Street
Espanola ON P5E 1M1
Deadline: March 28, 2018

How to Register

ONLINE: bdc.ridgetownc.com/takecourse

BY MAIL: fill out the attached registration form with payment and mail to:

University of Guelph, Ridgetown Campus
c/o Loree Elgie
120 Main Street East
Ridgetown ON N0P 2C0

BY PHONE: call 519-674-1500 ext. 63273

BY FAX: call 519-674-1512

Email any questions to lelgie@uoguelph.ca

Registration Fee

One day— \$169.50 (\$150.00 + \$19.50 HST)

Both days—\$282.50 (\$250.00 + 32.50 HST)

Course Locations/Dates

Cobourg March 21-22, 2018
London April 4-5, 2018
Espanola April 18-19, 2018

Course Instructor/Facilitator

Mr. Sid Vander Veen
Drainage Coordinator
Ministry of Agriculture, Food and Rural Affairs

2018 Rural Municipal Drainage Course

2018 Calculating Drainage Act Assessments Course

- Cobourg, March 21-22
- London, April 4-5
- Espanola, April 18-19

Register online at:
bdc.ridgetownc.com/takecourse



Rural Municipal Drainage Course (Day 1)

What You Will Learn

- Drainage law in general, including the common law as it relates to drainage
- The administrative procedures under the Drainage Act for new drains and the maintenance of existing drains
- Overview of drainage assessments
- The roles and responsibilities of council, clerk, treasurer and drainage superintendents under the Drainage Act
- The Agricultural Drainage Infrastructure Program
- The Tile Drainage Act

Who Should Attend

- Municipal clerks and treasurers
- Municipal council members
- Other municipal staff (drainage superintendents, road staff)
- Court of Revision members
- Tile inspectors appointed under the Tile Drainage Act
- Staff from conservation authorities and other government agencies

Calculating Drainage Act Assessments Course (Day 2)*

What You Will Learn

- Municipal drain management
- Drainage Act assessments
- Calculating maintenance/repair assessments
- Dealing with those tricky problems
- Construction/improvement assessments
- Grant applications for drain maintenance work

Who Should Attend

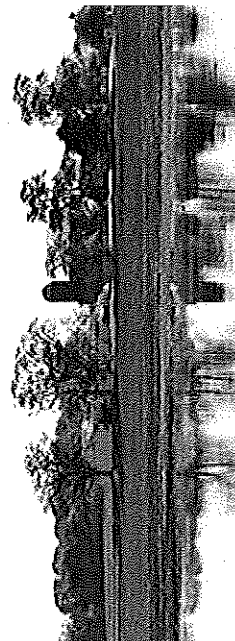
- Drainage superintendents
- Municipal clerks and treasurers

*Prerequisite

- Individuals registering for the Calculating Drainage Act Assessments Course must have completed the Rural Municipal Drainage Course or the Drainage Superintendents Course

Day 1 and Day 2 Course Information

- Registration time: 8:30am
- Course time: 9:00am—4:00pm
- Participants should bring pens, pencils, paper and highlighters. A calculator is required for the Calculating Drainage Act Assessments Course.
- Lunch is included in the registration fee
- Participants are responsible for their own accommodations.



Register online at:
bdc.ridgetownc.com/takecourse

Name of Registrant _____ Municipality/Organization _____
Address _____ City _____ Postal Code _____
Phone Number _____ Fax: _____ Email Address _____

Select Course Attending: ☐ Day 1-Rural Municipal Drainage Course (\$169.50)
☐ Day 2-Calculating Drainage Act Assessments (\$169.50) ☐ Both Days (\$282.50)

Select Location:
☐ Cobourg, March 21-22, 2018 ☐ London, April 4-5, 2018
☐ Espanola, April 18-19, 2018

Payment Method: ☐ Cheque ☐ VISA ☐ MasterCard Amount \$ _____

Please make cheque payable to **University of Guelph**.

Credit Card # _____ Exp Date _____ CVV code # _____

Name on Card _____ Cardholder's Signature _____

Mail to:
University of Guelph,
Ridgetown Campus
c/o Loree Elgie
120 Main Street East
Ridgetown ON N0P 2C0

Page:
Date:
March 5—9, 2018

Place:
Ontario Government Building
Conference Rooms 1 and 2
1 Stone Road West
Guelph ON N1G 4Y2

Time:
Monday: 9:00am—4:00pm
Tuesday thru Friday: 8:30am—4:00pm

Duration: 5 days

Fee: \$452.00 (\$400 + \$52.00 HST)

Lunch included

Registration Deadline:
February 19, 2018

The primary focus of the course is the Drainage Act with emphasis on its application to drainage superintendents. This course is a prerequisite for any individuals who wish to become a municipal drainage superintendent.

Register online at
bdc.ridgetownc.com/takecourse

How to Register

ONLINE: bdc.ridgetownc.com/takecourse
BY MAIL: fill out the attached registration form with payment and mail to:
University of Guelph, Ridgetown Campus
c/o Loree Elgie
120 Main Street East
Ridgetown ON N0P 2C0
BY PHONE: call 519-674-1500 ext. 63273
BY FAX: call 519-674-1512
Email any questions to lelgie@uoguelph.ca

Registration Deadline

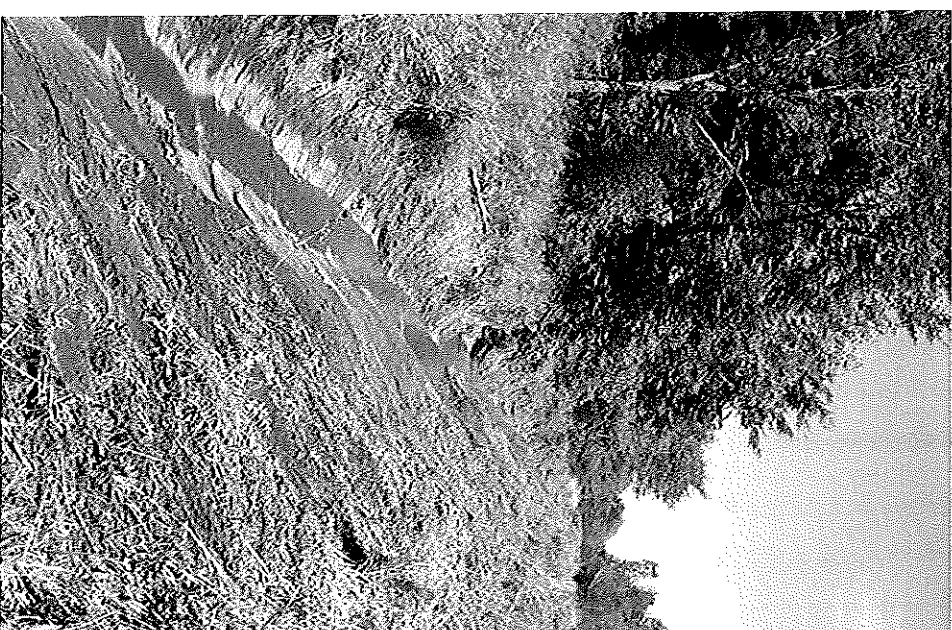
Refunds will be issued for cancellations made prior to February 19, 2018

Accommodations

Participants are responsible for their own accommodation. Nearby accommodations include:

- Best Western Royal Brock Hotel & Conference Centre (five minute walk)
1-519-836-1240
- Days Inn (10 minute walk)
1-519-822-9112
- Holiday Inn (20 minute walk)
1-519-836-0231
- Delta Guelph Hotel & Conference Centre (five minute walk) 1-866-520-4552

**2018 Drainage
Superintendents
Course
March 5-9, 2018**



What You Will Learn

- Common Law as it relates to drainage
- Mutual Agreement Drains
- Role and responsibilities of the engineer under the *Drainage Act*
- Process for developing new municipal drains
- Process for improving existing drains
- Municipal drain management
- Roles, responsibilities and practical aspects of the drainage superintendent
- Environmental regulations that impact municipal drains.

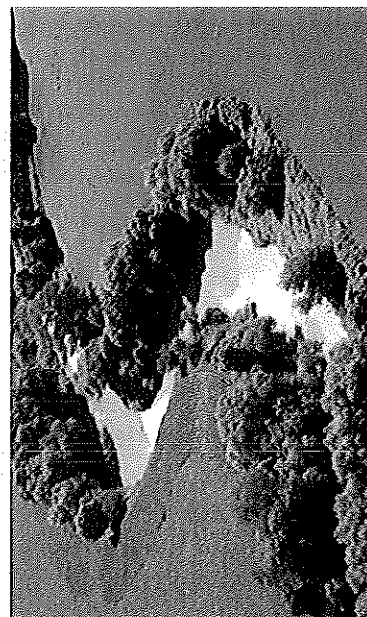
Registration Details

- Priority will be given to applicants who are being appointed drainage superintendent, applying for a drainage superintendent position or work on Drainage Act projects through engineering firm
- Only one registration per municipality or drainage engineering firm will be accepted
- Course registration will be limited to 30 individuals
- Other applicants will be accepted on a first come, first served basis
- Registration fee includes lunch and refreshments
- A certificate will be given to participants who successfully complete the course
- Refunds will be issued for cancellations made prior to February 19, 2018 (10% administrative fee will apply).

Have You Ever Wondered...

- What is a 'municipal drain'?
- Who pays for the cost of maintaining or repairing a municipal drain?
- Does the municipality own the land on which a drain is located?
- Can a landowner dictate how a drain is to be maintained and which contractor should be used?
- Whose job is it to assess drainage costs to the landowners?
- What's the superintendent's role in the development of new drains?
- What's the superintendent's role in mutual agreement drains and private drains?
- What environmental legislation and initiatives do I need to know about before working on a drain?

Find the answers to these and other questions at the 2018 Drainage Superintendents Course!



Name of Registrant _____ Municipality/Organization _____

Address _____ City _____ Postal Code _____

Phone Number _____ Fax: _____ Email Address _____

Drainage Superintendent Course

Reason for taking this course: (check appropriate box)

- ☐ Being appointed as drainage superintendent ☐ Applying for a drainage superintendent position
- ☐ Work on Drainage Act projects through engineering firm ☐ General Interest

Payment Method: ☐ Cheque ☐ VISA ☐ MasterCard

Please make cheque payable to **University of Guelph**.

Credit Card # _____ Exp Date _____ CVV code # _____

Name on Card _____ Cardholder's Signature _____

Mail to:
University of Guelph,
Ridgetown Campus
c/o Loree Elgie
120 Main Street East
Ridgetown ON N0P 2C0

Ministry of Agriculture,
Food and Rural Affairs

3rd Floor
1 Stone Road West
Guelph, Ontario N1G 4Y2
Tel: (519) 826-3552
Fax: (519) 826-3259

Ministère de l'Agriculture,
de l'Alimentation et
des Affaires rurales

3^e étage
1, rue Stone ouest
Guelph (Ontario) N1G 4Y2
Tél.: (519) 826-3552
Télééc.: (519) 826-3259



RECEIVED
JAN 02 2018

Environmental Management Branch

Date: December 20, 2017
To: Council, Clerk and Drainage Superintendent
From: Sid Vander Veen, Drainage Coordinator

Subject: **Agricultural Drainage Infrastructure Program**

Please ensure that all those named above are made aware of this letter.

a) Status of Processing of Grant Applications:

- All grant applications for the municipal cost of employing a **drainage superintendent** have been processed.
- There are a small number of **drain maintenance/repair** grant applications that have not been processed because of missing information. All others have been processed.
- **Drain construction/improvement** grant applications:
 - All applications received before April 1, 2017 have been review and most have been processed and paid. There are a few grant applications that have not yet been paid because of missing information.
 - The review and processing of applications received after April 1, 2017 is expected to begin in early January.

b) Planning for the 2018/2019 Drainage Act Grants Program

i) Grants for the Cost of Employing a Drainage Superintendent: If your municipality employs an approved drainage superintendent and intends to apply for the superintendent grants in the upcoming fiscal year, please complete the attached form entitled "Grant Allocation Request Form - Fiscal Year 2018/19". Your allocation request must be received by our ministry on or before February 28, 2018. You are advised to read ADIP policy 4.1 prior to completing the form.

ii) Construction/Improvement Projects: Please read Section 2.7 of the ADIP policies. Once your municipality has given third reading to a by-law adopting an engineer's report for the construction or improvement of a municipal drain, you are encouraged to complete and submit a "Drain Queue Notification" form. Please note that if your project is confirmed for funding in one fiscal year and you do not proceed with the project, you must notify the Ministry to queue the project for the following year.

c) Claiming Grants for 2017/18 activities:

The provision of grants for Drainage Act activities are governed by the Drainage Act and by the policies of the Agricultural Drainage Infrastructure Program (ADIP). These documents can be accessed through the OMAFRA website: www.ontario.ca/drainage

If your municipality submitted, earlier this year, a budget allocation request for the cost of employing a drainage superintendent, a grant allocation amount was provided by letter dated May 10, 2017. This is your budget for the cost of employing a drainage superintendent; if you submit a higher grant claim than your budget, grant payment will be capped to your allocation amount.

The following is an overview of the requirements for claiming these grants:

<i>Grant Type</i>	<i>Submission Deadline</i>	<i>For Information on Claiming Grant</i>
Cost of Employing a Drainage Superintendent	Jan. 31, 2018 @ 5:00 p.m.	See Attachment 1: "Claiming Grants for Cost of Employing a Drainage Superintendent"
Drain Construction or Improvement	Feb. 15, 2018 @ 5:00 p.m.	See Attachment 2: "Claiming Grants for Drain Construction or Improvement Projects"
Drain Maintenance or Repair	April 30, 2018 @5:00 p.m.	See Attachment 3: "Claiming Grants for Drain Maintenance"

Attachment 4 provides a summary of the requirements for all three components of the program.

INQUIRIES TO OMAFRA

Please direct inquiries about grant eligibility, interpretation of the ADIP policies or the Drainage Act to me at 519-826-3552 or sid.vanderveen@ontario.ca. Inquires about specific grant applications should be directed to Andy Kester at 519-826-3551 or andy.kester@ontario.ca.

Yours truly,



Sid Vander Veen, P. Eng.
Drainage Coordinator

Attachments:

- 1) Claiming Grants for the Cost of Employing a Drainage Superintendent
- 2) Claiming Grants for Drain Maintenance
- 3) Claiming Grants For Drain Construction Or Improvement Projects
- 4) Agricultural Drainage Infrastructure Program (ADIP) Policy Summary
- 5) Queue Notification form
- 6) 2018/19 Drainage Superintendent Budget Allocation Request form

Ministry of Finance
Office of the Minister

Ministère des Finances
Bureau du ministre



7th Floor, Frost Building South
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Telephone: 416-325-0400
Facsimile: 416-325-0374

7^e étage, Édifice Frost Sud
7 Queen's Park Crescent
Toronto ON M7A 1Y7
Téléphone: 416-325-0400
Télécopieur: 416-325-0374

Dear Heads of Municipal Councils:

Ontario continues to prepare for federal legalization of cannabis by moving ahead with its safe and sensible framework to govern the lawful use and retail distribution of cannabis as a carefully controlled substance within the province. On December 12, 2017, Ontario passed legislation that will regulate the lawful use, sale and distribution of recreational cannabis by the federal government's July 2018 deadline.

I am writing to provide you with an update on the provincial work underway to establish a retail and distribution channel for legal cannabis. I would also like to confirm the Province's commitment to engaging with municipalities on funding to help address the incremental costs associated with the implementation of cannabis legalization in Ontario.

Our objectives in the establishment of the retail and distribution system for legal cannabis are to protect youth and eliminate the illegal market. Municipalities are essential partners in the efforts to achieve these goals.

As noted in my October 27 letter, the various engagements the province has had with municipalities have been beneficial. Over the course of November and December, staff from the Ministry of Finance and the Liquor Control Board of Ontario (LCBO) met with staff of the municipalities identified for the initial cannabis retail stores for July 2018. These meetings provided valuable insights on provincial guidelines and areas of local interests that will inform store siting. I would like to thank the staff of these municipalities for their thoughtful feedback.

With the conclusion of the federal government's consultation with provinces and territories on the tax framework, we now have a better understanding of the revenue share to address the costs of legalization. During those discussions, we negotiated for a greater share of revenue on the basis that both the province and municipalities bear incremental costs. We now look forward to engagement with municipalities on a reasonable distribution of the province's share of the federal excise tax revenue. Given the federal government's forecasts of modest revenue and the Federation of Canadian Municipalities' estimated cost projections, our engagement will need to acknowledge that it appears unlikely there will be enough revenue to fully cover the incremental municipal and provincial costs associated with legalization.

.../cont'd

- 2 -

In January 2018, the Ministry of Finance will work with the Association of Municipalities of Ontario and the City of Toronto to launch an engagement process with municipalities on cannabis-related funding. This process will consider what is known about incremental municipal and provincial costs and set out a proposed approach to funding for municipalities that supports our shared policy objectives.

To help guide this engagement, I would like to propose the following principles:

- Address Implementation Costs – An approach to funding should acknowledge that the province and municipalities will incur upfront incremental costs as a result of the federal government's decision to legalize cannabis and that a funding approach should focus on helping to address these costs.
- Respect the Role of Municipalities – An approach to funding should recognize the efforts of municipalities in their areas of jurisdiction associated with the legalization of cannabis.
- Align with the Term of the Federal Tax Framework – An approach to funding should align with the two-year term agreed to between the federal, provincial and territorial governments on the federal excise tax.

As we conclude the holiday season and reflect on the past year, I would like to thank you again for your meaningful engagement with the province as we all prepare for the legalization of cannabis in July 2018. Please accept my best wishes for the New Year.

Sincerely,



Charles Sousa
Minister

- c: The Honourable Yasir Naqvi, Attorney General of Ontario
The Honourable Bill Mauro, Minister of Municipal Affairs
Ali Ghiassi, Chief of Staff, Minister's Office, Ministry of Finance
Scott Thompson, Deputy Minister, Ministry of Finance
Nicole Stewart, Executive Lead, Cannabis Retail Implementation Project,
Ministry of Finance
Lynn Dollin, President, Association of Municipalities of Ontario
Pat Vanini, Executive Director, Association of Municipalities of Ontario
Municipal CAOs and City Managers



MUNICIPAL PROPERTY ASSESSMENT CORPORATION

December 19, 2017

To: Chief Administrative Officers
Chief Financial Officers, Treasurers and Tax Collectors, and Municipal Clerks

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

Subject: **2017 Year-End Assessment Report for the 2018 Tax Year**

This fall, the Municipal Property Assessment Corporation (MPAC) mailed nearly 900,000 Property Assessment Notices to property owners across Ontario to reflect changes in assessment that have taken place over the last year. We also have recently delivered to Municipalities the Assessment Roll for the 2018 property tax year.

Our commitment to enhancing stakeholder relationships has never been stronger, and under our new strategy, we will continue to formalize a customer relationship strategy based on shared responsibility, mutual understanding and trust.

We have developed the enclosed **2017 Year-End Assessment Report for the 2018 Tax Year** for municipal administration and elected officials to provide an Executive Summary of the work performed by MPAC in 2017, 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 dark ink, appearing to read "Carla Y. Nell", is written over a light blue horizontal line.

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

cc: Regional and Account Managers

**Ontario
Provincial
Police**

**Police
provinciale
de l'Ontario**



**Municipal Policing Bureau
Bureau des services policiers des municipalités**

**777 Memorial Ave.
Orillia ON L3V 7V3**

**777, ave Memorial
Orillia (ON) L3V 7V3**

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence: 612-20

November 14, 2017

Mayor/Reeve and Clerk/CAO,

As a follow-up to the letter from April 27, 2017, I am pleased to share with you some updates from the Municipal Policing Bureau of the OPP.

In October 2017, our Bureau organized a webinar on the 2018 Annual Billing Statements, issued to municipalities in September. The Financial Services Unit Manager explained in detail the 2018 Annual Billing Statements and answered questions. The webinar presentation with the speaking notes was sent to all webinar participants; however, if you or your municipal representatives are interested in receiving it, please let our Bureau know at opp.municipalpolicing@opp.ca. The presentation will be also uploaded in both official languages on www.opp.ca/billingmodel page. Please check our www.opp.ca/municipalpolicing page for other municipal policing information and documents. Should you have any questions specific to your municipality, please email our Financial Services Unit members at opp.mpb.financial.services.unit@opp.ca

On November 2, 2017, Marie-France Lalonde, Minister of Community Safety and Correctional Services, and Attorney General Yasir Naqvi announced that the first Reading for [Bill 175, Safer Ontario Act, 2017](#) was carried. The bill is a comprehensive community safety legislative package that, if passed, would represent the largest policing and public safety transformation in a generation. A bill is considered to be "passed" by the Legislative Assembly once it has received three readings; upon receiving Royal Assent, the "passed" bill becomes an Act. Accordingly, the Police Services Act, 1990 will be in force until the new Act will receive Royal Assent.

As usual, our Bureau will have a booth at the upcoming Rural Ontario Municipal Association (ROMA) Conference, which will be held January 21-23 in Toronto. Drop in at our booth and speak to our analysts directly or should you like to have a more formal discussion during the conference, please contact us directly at opp.municipalpolicing@opp.ca and we will set up a time to meet you the day following the Minister's delegation meetings.

Further, we will maintain the tradition we initiated last year, and will share with you the 2018 Municipal Policing Bureau Calendar. Same as last year, the Calendar will be sent to your Detachment Commanders and he/she or a detachment designate will further distribute it to your municipality.

We look forward to hearing from your municipality on these initiatives and our fruitful collaboration in the future.

The OPP is committed to work diligently with municipal stakeholders to ensure effective, efficient and sustainable police service delivery in Ontario.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Marc Bedard". The signature is fluid and cursive, with the first name "Marc" and last name "Bedard" clearly distinguishable.

M.M.(Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

Email opp.municipalpolicing@opp.ca

Web: www.opp.ca/municipalpolicing

Twitter @OPP_Mun_Pol

/nv



Notice of Proposed Amendments to Source Protection Plans and Assessment Reports

as per Section 34 of the Ontario Clean Water Act, 2006, and Ontario Regulation 287/07

Date of Notice: January 3, 2018 • **Written comments accepted until:** February 8, 2018

This notice advises you that the Ausable Bayfield Source Protection Authority (SPA), on behalf of the Ausable Bayfield Maitland Valley Source Protection Region (SPR), has proposed amendments to the Maitland Valley and Ausable Bayfield Source Protection Plans and Assessment Reports. These amendments include new technical work and maps to incorporate both new and revised wellhead protection areas for Benmiller, Blyth, Dungannon, Molesworth, Ripley, and Varna. A revision to two policies is also proposed. If you own property or conduct activities in these wellhead protection areas (Zones A, B, and C) these changes may affect you. Persons engaged in activities that are assessed as significant threats to drinking water sources are required to follow source protection plan policies.

Inspect and Review the Changes in Person:

You are invited to inspect and review the proposed amendments in person at one or the other of the two source protection authority offices during regular business hours at the following locations:

- Maitland Conservation, 1093 Marietta Street, Wroxeter, 519-335-3557.
- Ausable Bayfield Conservation, 71108 Morrison Line, RR 3 Exeter, 519-235-2610.

Attend Open Houses:

To learn more and to ask questions you are invited to call one of the phone numbers above, or call toll-free 1-888-286-2610, and/or to attend one or both of the following Open Houses:

Monday, Jan. 22, 2018, 3:30 p.m. to 7 p.m.,
Blyth and District Community Centre, 377 Gypsy Lane, Blyth

Tuesday, January 23, 2018, 4 p.m. to 7 p.m.
Stanley Community Centre / Stanley Complex, 38594 Mill Road, Varna

Inspect and Review the Changes on the Internet:

You are invited to inspect and review the proposed amendments, to the source protection plans and assessment reports, and the related updated portion of the *Explanatory Document*, online on the Internet at the local source protection website at this link: www.sourcewaterinfo.on.ca.

Provide Written Comments:

You may submit written comments, on proposed amendments to Maitland Valley and Ausable Bayfield source protection plans and assessment reports, by Thursday, February 8, 2018, to:

Ausable Bayfield Source Protection Authority
On behalf of Ausable Bayfield Maitland Valley Drinking Water Source Protection Region,
71108 Morrison Line, RR 3 Exeter, ON N0M 1S5

You are also invited to email your written comments to this address: info@sourcewaterinfo.on.ca

About Drinking Water Source Protection

Locally developed, provincially approved drinking water source protection plans – through the Ontario *Clean Water Act, 2006* – provide additional protection to municipal drinking water systems through the first barrier of defence, protection of drinking water at the source. This is one of several barriers (such as testing, treatment, training, distribution, and source protection) that keep your municipal drinking water safe and clean.

Assessment reports identify threats to municipal drinking water sources and locally-developed, provincially-approved source protection plans set out policies to help minimize the risks associated with those threats. The source protection plan policies protect sources of water – including groundwater and surface water such as Lake Huron – from contamination and overuse.

About Significant Drinking Water Threats

Assessment reports identify up to 21 land use activities or conditions which may, in certain locations (such as municipal wellhead protection areas) and in certain circumstances (such as relatively large quantities) pose a significant threat to municipal drinking water sources. There are 21 activities which can pose a significant threat to drinking water sources in municipal wellhead protection areas.

Examples of activities that could be significant drinking water threats include:

- The establishment, operation or maintenance of a waste disposal site.
- Septic systems, or sanitary sewer and related pipes.
- The handling, storage and application of agricultural source material (manure).
- Handling and storage of: fuel; dense non-aqueous phase liquids (DNAPLs); or organic solvents.

For the full list of the 21 prescribed activities and conditions please consult the list included in this Notice or visit this link at Ontario.ca: <https://www.ontario.ca/laws/regulation/070287#BK3>

Prescribed Drinking Water Threats

These 21 activities could pose a significant threat to drinking water sources – in the most vulnerable areas around municipal wells in certain circumstances (such as certain quantities). They are prescribed as drinking water threats for the purpose of the definition of a drinking water threat in subsection 2 (1) of the Ontario *Clean Water Act, 2006*:

Threat Activities	Examples (Not a complete list)
1. The establishment, operation or maintenance of a waste disposal site within the meaning of Part V of the Environmental Protection Act.	Storage of PCBs, waste oil and other hazardous waste; landfilling of hazardous, non-hazardous, municipal or commercial waste; land application of untreated septage.
2. The establishment, operation or maintenance of a system that collects, stores, transmits, treats or disposes of sewage.	Septic systems; stormwater treatment ponds, discharge of industrial effluent, sewage treatment plants and sanitary sewer systems.
3. The application of agricultural source material to land.	Manure produced by farm animals, and runoff from farm yards and manure storages, or wash water such as milking centre waste, or compost (such as mushroom compost).
4. The storage of agricultural source material.	
5. The management of agricultural source material.	
6. The application of non-agricultural source material to land.	Land application of sewage bio-solids or other similar wastes such as pulp and paper bio-solids or waste materials from food processing.
7. Handling and storage of non-agricultural source material.	
8. The application of commercial fertilizer to land.	Nitrogen and phosphorus applied or stored for farm or commercial use (such as landscaping or golf courses).
9. The handling and storage of commercial fertilizer.	
10. The application of pesticide to land.	Specific categories of pesticides including: herbicides, fungicides, or those used as a soil fumigant to control fungi, nematodes, and weeds, for farm and commercial use.
11. The handling and storage of pesticide.	
12. The application of road salt.	Road salt, pickled sand in large quantities.
13. The handling and storage of road salt.	
14. The storage of snow.	Snow storage over one (1) hectare. Municipal or commercial snow dumps.
15. The handling and storage of fuel.	Gas stations and card locks or key locks, marinas, private storage such as farms and contractor yards, and heating oil tanks for homes and businesses.
16. The handling and storage of a dense non-aqueous phase liquid (DNAPL).	DNAPLs and/or organic solvents may be found in dry-cleaning chemicals; paint and spot removers; rug cleaning fluids; varnishes; paints; lacquers; adhesives; glues; de-greasing or cleaning agents; substances used in production of dyes, polymers, plastics, textiles, and printing inks.
17. The handling and storage of an organic solvent.	
18. The management of runoff that contains chemicals used in the de-icing of aircraft.	Large airports using ethylene glycol to de-ice aircrafts.
19. An activity that takes water from an aquifer or a surface water body without returning the water taken to the same aquifer or surface water body.	Water taken from groundwater and then discharged into a lake or river. Canning factories; bottling plants.
20. An activity that reduces the recharge of an aquifer.	Increasing impervious cover of the ground, often through construction of paved areas, for example, parking lots.
21. Use of land as livestock grazing or pasturing land, an outdoor confinement area or a farm-animal yard.	Fields where livestock graze, feed lots and confinement areas outside barns.
If you have any questions, you are invited to call us at 519-235-2610 or toll-free at 1-888-286-2610; visit your local source protection website at www.sourcewaterinfo.on.ca ; or send an email to info@sourcewaterinfo.on.ca	



Ausable Bayfield
Maitland Valley
Source Protection Region

Ausable Bayfield Maitland Valley Source Protection Region
c/o 71108 Morrison Line, RR 3 Exeter, ON • N0M 1S5
519-235-2610 • 519- 335-3557 • 1-888-286-2610 • sourcewaterinfo.on.ca

FOR IMMEDIATE RELEASE

DATE OF ISSUE: January 3, 2018

Public invited to comment on proposed amendments to assessment reports, source protection plans for Maitland Valley, Ausable Bayfield areas

The Ausable Bayfield Maitland Valley Source Protection Region has posted a notice of proposed amendments to assessment reports and source protection plans for the Maitland Valley and Ausable Bayfield source protection areas. The local source protection authority is proposing the amendments to reflect recent changes in six area well systems: Benmiller, Blyth, Dungannon, Molesworth, Ripley, and Varna. A revision to two policies is also proposed. The source protection authority issued the notice on January 3, 2018.

People can review and inspect the changes and provide written comments to the source protection authority until February 8, 2018. You are invited to review the proposed amendments and the new mapping on the Internet at www.sourcewaterinfo.on.ca.

"As local municipalities add wells, or decommission wells, there is a need to reflect these changes in the assessment reports, wellhead protection area mapping, and source protection plans," said Geoffrey Cade, Program Supervisor with the Ausable Bayfield Maitland Valley Source Protection Region. "When wells are added, this may result in some additional properties being included in source protection planning policies."

The Program Supervisor said that, in cases where municipal wells are no longer in place, some properties may be removed from previously mapped wellhead protection areas. "In those cases, source protection planning policies would no longer be in effect for those properties," he said.

Interested people may attend public open houses to ask questions at the following locations:

- Blyth, Monday, January 22, 2018, from 3:30 p.m. to 7 p.m., Blyth and District Community Centre, 377 Gypsy Lane.
- Varna, Tuesday, January 23, 2018, from 4 p.m. to 7 p.m., at Stanley Community Centre/Stanley Complex, 38594 Mill Road.

You are invited to review and inspect the proposed amendments in person at the source protection authority offices during regular business hours at the following locations: Maitland Conservation, 1093 Marietta Street, Wroxeter, 519-335-3557; or Ausable Bayfield Conservation, 71108 Morrison Line, RR 3 Exeter, 519-235-2610.

If you would like to submit written comments about the proposed amendments and policy changes, you may submit those comments, by February 8, 2018 to: Ausable Bayfield Source Protection Authority, on behalf of Ausable Bayfield Maitland Valley Source Protection Region, 71108 Morrison Line, RR 3 Exeter, ON, N0M 1S5. You are also invited to email your written comments to: info@sourcewaterinfo.on.ca

To find out more about wellhead protection areas, activities that may be considered a possible significant threat to drinking water, and source protection plan policies and mapping, visit sourcewaterinfo.on.ca and ontario.ca.

- 30 -

MEDIA CONTACT: Geoffrey Cade, Program Supervisor, Ausable Bayfield Maitland Valley (ABMV) Source Protection Region, 519-235-2610 or toll-free 1-888-286-2610, extension 222.



January 8, 2018

Invitation to Nominate a Conservationist of the Year

Adelaide Metcalfe For almost three and a half decades, Ausable Bayfield Conservation, has honoured a person, farm, business, community group, municipality, or organization each year with a Conservationist of the Year Award.

Bluewater

Central Huron I would like to invite you to consider providing a nomination. This award goes to an outstanding community steward or stewards who are taking positive actions in our watersheds. The award has been presented each year since 1984.

Huron East

Lambton Shores A nomination form with details about the award and past winners is attached and nominations are accepted until Wednesday, January 31, 2018.

Lucan Biddulph The Conservationist of the Year Award will be presented at the conservation awards early-evening event to be held on Thursday, March 22, 2018 at Ironwood Golf Club, 70969 Morrison Line, east of Exeter. More details are to be provided closer to the date.

Middlesex Centre

North Middlesex Since our organizational beginnings in 1946, we have been very appreciative of more than 70 years of productive partnerships with the community, helping to protect life and property and water, soil, and living things in our local watersheds. This award is one way we honour positive actions in local watershed communities.

Perth South

South Huron

Warwick I would like to thank you for your consideration of this request to nominate a person, farm, business, group, or organization for this honour.

West Perth

Yours truly,

AUSABLE BAYFIELD CONSERVATION AUTHORITY

Burkhard Metzger
Chair

Conservationist of the Year Award

What is the Conservationist of the Year Award?

Criteria

Ausable Bayfield Conservation has recognized outstanding achievements in conservation, each year since 1984, with an award to the Conservationist of the Year.

The Conservation Award acknowledges one individual or group per year who demonstrates positive conservation principles. The nominee must have undertaken conservation efforts over a number of years that have shown long-term benefits for the natural environment and society. Examples include:

- Improving local water quality
- Conservation farming
- Reforestation
- Environmental education
- Providing wildlife and fish habitat
- Promoting environmental awareness + action



Eligibility

Individuals, organizations, or companies who either reside in, or have completed conservation work within, the area of jurisdiction of the Ausable Bayfield Conservation Authority (ABCA), are eligible to win the Conservationist of the Year award. Current ABCA staff members and directors are excluded.



Recognition

The Conservationist of the Year receives a beautiful framed limited-edition conservation print.

Ausable Bayfield Conservation will also make a donation towards a tree and plaque at a Commemorative Woods site maintained by the Ausable Bayfield Conservation Foundation.



Please go to nomination form
on the back of this page

Conservationist of the Year award winners in the past:

- | | | | |
|--|--|--------------------------------------|--|
| • Mels and Ruthanne van der Laan, of Cold Stream Ranch | • Shadyside Farms, Paul and Vic Hodgins | • Lions Club of Clinton | • Keith Connelly |
| • Lambton Shores Phragmites Community Group | • Ray Letheren, Friends of the Bayfield River | • Bluewater Recycling Assoc. | • John Deeves |
| • Cordner Farms – Jane Sadler Richards and Doug Richards | • Environmentally Concerned Citizens of Lambton Shores | • Andrew Dixon | • Nancy Glendinning |
| • Bob Norris | • Andy deBoer | • Ralph and Eleanor Smith | • Hayter Turkey Farms |
| • Peter Darbshire | • Stephanie Donaldson | • Elmer Trick | • Peter Rombouts |
| • Joan and John Love | • Everet and Joan Van Sligtenhorst | • Armstrong East Cottage Association | • Bill Thirlwall |
| • Ann and Bill Phelan | • John MacPherson | • Lambton Wildlife Inc. | • Ausable Nomads |
| • Exeter Lions Club | • Straw Family | • David Ball | • Dearing Farms |
| • Patricia Down * and Robert Down | • George Cantrick * | • Adelaide Township | • Huron Soil and Water Conservation District |
| • Lorne Teeple * | • David McClure | • Arnold Westlaken | • Murray and Ron McRae |
| • Grand Bend Community Foundation | • Brian Arnold | • Tuckersmith Township | • Huron Board of Education |
| • Stewardson Dairy | • Fred Dobbs | • Van Loon Farms | • Thomas Doherty |
| • Boys' and Girls' Club, London (Middlesex ECO Crew) | • Lions Club of Arkona | • Village of Hensall | • Huron Centennial School |
| | • Village of Arkona | • Bob Montgomery | • Jerry Giesen |
| | • Township of Hibbert | • Jim Reeve | • Claybird Gun Club |
| | • Stephen Bright | • DEL Farms | • Wayne Woods |
| | • Dinney Funeral Home | • Bud Walker | • Bayfield Anglers Association |
| | • Huron Fish and Game Club | • Bert and Margaret Daynard | • Jay Campbell |
| | • Garry Palmateer | • Ausable Anglers Club | |
| | | • Carfrey Cann | |

* Asterisk denotes that the award was given posthumously.

Conservationist of the Year Award

The nomination deadline is **Wednesday, January 31, 2018.**

The award is to be presented at the Ausable Bayfield Conservation Annual Awards Evening to be held **Thursday, March 22, 2018** at Ironwood Golf Club in Exeter.

Nomination Form

I wish to nominate the following person or organization:

Name of nominee: _____

Contact name (if nominee is organization or business): _____

Their address: _____

Postal code: _____ Telephone: _____

E-mail (optional): _____

Tell us why this person or organization is deserving:

This nomination is being submitted by:

Your name: _____

Address: _____

Postal code: _____ Telephone: _____

E-mail (optional): _____

NOTICE OF COLLECTION: Personal information on this form is collected under legal authority of the Conservation Authorities Act for the purposes of reviewing and evaluating, by Ausable Bayfield Conservation Authority, of nominations and the work of nominees to create environmental awareness and/or take positive actions for a healthier watershed. This information will also be used to assist conservation authority staff to recognize recipients through awards night and public recognition. Questions regarding this collection can be made to Brian Horner, Freedom of Information and Protection of Privacy Officer, ABCA, 71108 Morrison Line, RR 3 Exeter, ON N0M 1S5 or phone 519-235-2610 or 1-888-286-2610.

Please send nomination form attention to:

Ausable Bayfield Conservation Authority (ABCA) • 71108 Morrison Line • RR 3 Exeter, ON • N0M 1S5

Attention: Tim Cumming, Communications Specialist

E-mail: communications@abca.on.ca • Website: abca.on.ca

Phone: 519-235-2610 • Toll-free: 1-888-286-2610 • Facsimile: 519.235.1963



AUSABLE BAYFIELD
CONSERVATION

CREATING AWARENESS | TAKING ACTION

CORPORATION OF THE COUNTY OF HURON**Health Unit**

TO: Chair and Members of the Board of Health
FROM: Michelle Carter, Public Health Nurse and Tanya Sangster, Public Health Manager
DATE: September 14, 2017
SUBJECT: Opioid Response Strategy and Needle Exchange Program

RECOMMENDATION

That the Board of Health accept this report of September 7th, 2017 as presented for information.

BACKGROUND

In March 2017 a report was presented by Dr. Bokhout to the Huron County Board of Health regarding the Opioid strategy that was proposed by Ontario's Health Minister Eric Hoskins, working with Chief MOH David Williams to come up with an Ontario Provincial Strategy. At that time, BC had declared a provincial emergency in regards to opiate overdoses, prompting the call to action at the Ontario provincial and local levels.

This report outlines actions since March 2017 by the Huron County Health Unit.

The Harm Reduction Program: We ensure that priority populations have access to harm reduction services to reduce the transmission of blood-borne infections, educate and dispense opioid overdose related resources, as well as opportunity for screening for existing disease.

Why we provide harm reduction:

The Ontario Harm Reduction Distribution Program (**OHRDP**) states;

Harm reduction is a range of practical strategies and ideas focused on reducing the harmful consequences associated with drug use and other risky health behaviours. The principle of harm reduction is grounded in social justice and emphasizes respecting the rights of an individual to choice and addressing the inequalities of health and wellbeing in the drug using community.

Harm reduction strategies, surrounding drug use, recognize that abstaining from drugs may not be realistic or even desirable for everyone. Harm reduction strategies are community-based, user-driven, non-judgmental and address systems that isolate and marginalize individuals.

The Opioid Drug Strategy

Provincial response:

March 2017, a new unit of the Ministry of Health was created: Addictions and Substance Policy and Programming Unit. It is part of the Health Protection Branch at the Ministry. Chris Harold is the manager.

Reporting requirements and timelines in regards to opiate related emergency room visits/deaths was instituted, in turn allowing local PHUs access to real time data. Weekly, since April 2016, data pertaining to drug overdose emergency room visits have been circulated to provincial health units and partnering agencies.

Action at the provincial and professional college level, engaging physicians and dentists in regards to prescription guidelines of opiates. (See attached Narcotics Atlas infographic). Increased MOHLTC engagement with pharmacies, to ensure stricter dispensing of opioid prescriptions; as well as allocation of naloxone to participating pharmacies increasing public access to free injectable naloxone without prescription.

Local response:

In response to overdose deaths and increased drug related activity in nearby communities, a regional group of community partners gathered to discuss services offered and formed a localized steering committee in South Huron starting in the autumn of 2016. At the June meeting, it was agreed upon unanimously by the membership, that this type of focus and intervention is required throughout Huron County, therefore plans to form a larger county level committee began.

March 2017 – a survey of all Huron pharmacies was conducted to assess adherence to the “Patch for Patch” program implemented by the College of Pharmacists in efforts to decrease the black market availability of Fentanyl patches on the streets for sale and use. Telephone and in person interviewing found that all Huron pharmacies adhere to this Fentanyl dispensing protocol. In addition, the pharmacies were asked about dispensing Naloxone. At that time 6 out of 18 pharmacies provided the injectable Naloxone kits free to requesting clients.

June 12, 2017, Health Minister Dr. Eric Hoskins reported that funding will be offered to local health units to hire frontline staff, as well as increased distribution of naloxone kits throughout the province.

June 27 2017, Tanya Sangster, Public Health Manager and Dr. Maarten Bokhout Medical Officer of Health, presented to the Emergency Managers of Huron; the current opioid drug situation, unintended overdoses related to opioid drug use across the province and currently known situations in Huron.

July 17, 2017, a follow up community partner teleconference co-hosted by Tanya Sangster HCHU and Inspector Jason Younan OPP. The teleconference was a forum to discuss “what is being seen” in communities by front line workers and services.

The needs and risks in Huron related to drugs and overdoses are difficult to evaluate because of limited surveillance and databases. Anecdotal sharing between local service partners allows a brief peek at the current drug landscape and related needs in the county.

A four-pillar approach was outlined and accepted by the group to streamline the drafting of a Huron County opioid response plan. The pillars are consistent with other Ontario region's planning approach. The four-pillars of approach: health promotion, treatment, harm reduction and enforcement. (See definitions and template.) An inventory of current community services is a first step in assessing strong areas of support and potential gaps for clients and communities.

Local Access:

Harm reduction equipment can be accessed (anonymously) in the following ways:

- The Huron County Health Unit
 - Needles and supplies
 - Safe Inhalation kits – implemented late 2016
 - Opioid overdose training and Naloxone to drug users and their support network – Implemented August 2017
- Choices for Change in Goderich
- Dr. Datema's Methadone clinic in Seaforth.
- Royal Oaks Pharmacy in Wingham – a new collaboration since May 2017

Naloxone dispensing pharmacies are located in the following towns across Huron:

- Wingham
- Seaforth
- Goderich
- Hensall
- Exeter
- Clinton site is the Huron County Health Unit. (There are no Clinton pharmacies at this time dispensing naloxone).

Statistics for the Needle Exchange Program in Huron County (from all sites)

January 2017 to June 2017

Client Demographics	Male	Female
Number of clients	69	64
Number of new clients	5	8
Average age of clients	38	33

Crack kits provided	7
---------------------	---

By location	Seaforth	Goderich	HCHU
Site visits	47	37	50
Needles provided by location	4,970	6,540	15,500
	18%	24%	57%

Needle Exchange Statistics

Approximate number of needles taken in	17,100
Total number of needles given out	27,010
Return rate: $\frac{\text{total \# taken in}}{\text{total x given out x 100}}$	63%

Note: Best Practice of a NEP does not require a true exchange (needle for needle).

Disposal

The Huron County Health Unit and our NEP partnership sites have a strong relationship with our local pharmacies. Clients are encouraged to bring sharps containers back to the NEP site for disposal or to one of their local pharmacies. Free sharps containers are available at pharmacies throughout the county, provided through Stericycle.

Central Huron Landfill accepts hazardous waste for free year round.
Surrounding counties NEP programs also receive Huron resident's used needles.

A disposal drop box is accessible 24 hours a day for safe disposal located outside the Health and Library complex building.

Again this spring and summer season, there has been support from the Harm Reduction Program to provide education materials, sharps containers, tongs etc. for volunteers and park department staff conducting the clean-up with Bluewater and Goderich beaches.

Ongoing communication with the town of Goderich and the municipalities of South Huron and Bluewater continues regarding parks and beaches that have been sites of discarded syringes in recent months.

Library Branches of Huron have requested installation of secure sharps containers to meet the needs of library patrons and safety measures for all using the washroom facilities. Since the libraries are situated in municipal owned buildings, the request has been forwarded to the municipal level. Ongoing discussion and problem solving has taken place since late 2016.

Education sessions have taken place with library staff in the instance of a sharp being found over the past months by Harm Reduction program staff.

The Next Steps:

Opioid Action Plan

August 2017, Michelle Carter PHN, was assigned the opioid drug strategy portfolio in addition to the harm reduction program, in response to the enhanced funding provided by the MOHLTC to increase community agency response, surveillance, as well as program and policy development.

September 11, 2017: A county level opioid response meeting is scheduled. A cross section of service providers have been invited to discuss a response plan for Huron residents with opioid addictions. In addition, the meeting will foster an environment of a support network and resources for community agencies who work closely with this population.

NEP and Naloxone

There has been an increase in NEP supplies accessed. The Harm reduction program continues to receive requests from community agencies to assist residents accessing harm reduction supplies.

Naloxone training, staff and community partner educational training and policy development requests have increased significantly with the increased presence of drugs and availability of naloxone in the past year. With dedicated funding to support a local opioid drug strategy, these requests will become priority in the upcoming weeks and months.

Disposal

Cost has been identified as a deterrent for the installation and maintenance of sharps containers in arenas, libraries and all public buildings in Huron. In response to this, a recommendation of bulk purchase by the Health Unit of sharps containers and wall mount units at a lower cost, for municipality purchase for installation in all public buildings. Secondly, investigation into multi-site pick up by SteriCycle, the sharps disposal company, can be explored to assist in reducing logistics of maintenance.

In response to public and municipal staff concerns, a webpage on the Huron County Health Unit website was created to guide parents and adults in the instance of a found syringe or sharp in parks or beach settings.

CONCLUSION

Expansion of the Harm Reduction Program, as well as the new provincial and local opioid strategies has required increased dedication and timely responses from program staff and management. Ongoing support from community partners, municipalities and Board of Health will

be essential. Recent movement and expansion within a program that serves some of Huron's most vulnerable population, creates an optimistic outlook moving forward into 2017 and beyond

Original Signed By

Tanya Sangster
Public Health Manager
Huron County Health Unit

Original Signed By

Dr. Maarten Bokhout
Acting Medical Officer of Health
Huron County Health Unit

Original Signed By

Michelle Carter
Public Health Nurse
Huron County Health Unit

2016

ANNUAL HURON COUNTY HEALTH UNIT REPORT

Keeping Huron County healthy and safe: it's a group effort!

The mandate of public health is to prevent injury and disease, promote wellness and protect health. The Huron County Health Unit has dozens of programs, both clinical services and population-level work, to fulfill this mandate.

The Health Unit also has a range of highly skilled professionals, as well as committed and generous volunteers, working in many areas of public health to keep Huron County residents healthy and safe.

Professions represented at the Huron County Health Unit include:

- Administration Professional
- Community Food Advisor Volunteer Coordinator
- Communications Specialist
- Community Developer
- Dental Assistant
- Dental Hygienist
- Dietitian
- Epidemiologist
- Graphic Designer
- Parent Resource Visitor
- Physician
- Plumbing Inspector

- Program Evaluator
- Public Health Inspector
- Public Health Nurse
- Public Health Promoter

Our dedicated volunteers work through groups such as:

- Community Food Advisors
- Breastfeeding Peer Support Volunteers (MILKS)
- Teen Esteem Program
- Homeowners who volunteer their property for mosquito traps

The skills, efforts and talent of many go into protecting and promoting health in Huron County. The following is a snapshot of public health work carried out in 2016.

For more information, please visit www.huronhealthunit.ca or call us at 519-482-3416 (1-877-837-6143).

Environmental Health

Protecting people's health from food-borne illness, water-borne illness (drinking water and recreational water) and health hazards in the physical environment.

Well water monitoring

Having access to a secure, reliable, potable water supply is fundamental to good health. Every year the Health Unit, through various media formats and outlets, encourages owners of non-regulated wells to sample their drinking water each season, and after a heavy rain, during the spring snowmelt and after work on the well has been conducted. There are five locations throughout the county where well owners can pick up and drop off water sample bottles. The samples are submitted to the Ontario Public Health Laboratory (OPHL) where bacterial analyses are conducted free of charge. The OPHL sends analysis results to the submitters of the samples.

Well owners are also encouraged to sign up with the Health Unit at wellwater@huroncounty.ca to receive email reminders to sample their water.

In 2016, 2,145 water samples from non-regulated wells were submitted to the OPHL. The results were reviewed by the Health Unit. When results showed the possible presence of illness-causing bacteria in the water submitters were contacted and provided with drinking water safety related information.

#safefood2go social media contest



In the summer of 2016, the Health Unit ran a food safety contest on social media. The #safefood2go contest educated the public about safe food handling when barbequing and picnicking in the summer. Two prizes packages, containing a portable barbeque, cooler, beach umbrella and additional items, were given away. To enter the contest people had to provide a tip for keeping food safe when barbequing and picnicking. If the contestant added a photograph of a favourite Huron County picnic spot, they received an additional entry.

The contest had 1,500 official entries. Our food safety messages on Facebook reached 8,698 people. Our messages were liked by 274 people, commented upon 460 times and shared 153 times.

1,975 beach water samples taken from 14 Huron County beaches.

2,145 private drinking water sample results reviewed.

78 reported enteric illnesses investigated and 13 reported enteric outbreaks investigated.

424 plumbing and sewage systems applications issued.

1,592 inspections of restaurants, public pools, day nurseries, personal service settings, etc.

167 tobacco enforcement-related inspections and complaint investigations conducted at workplaces and public places.

212 cases of human-animal contact investigated. Human rabies post-exposure prophylaxis (vaccine) was issued on 17 occasions.

Infectious Diseases

Preventing disease and the spread of disease through immunizations, education and outbreak control measures.

New online manual for child care centre staff childcareinfectioncontrol.ca



An online manual for child care centre staff was launched in October. The website www.childcareinfectioncontrol.ca contains information on infection control and prevention, immunization requirements, outbreak reporting and food safety.

Infection Control Workshop October 2016

The Infectious Disease team once again invited staff from local long-term care facilities and retirement homes to the Health Unit's annual infection control workshop.

Workshop highlights included:

- An influenza update with Dr. Bryna Warshawsky, Public Health Ontario.
- A tuberculosis outbreak experience from an out-of-county long-term care facility
- Updates on routine practices, additional precautions, tools/resources and management of Antibiotic Resistant Organisms (AROs) with Francine Paquette, Public Health Ontario
- Outbreak management update by Health Unit staff

Immunization records review

The Health Unit reviewed Huron County students' immunization records in accordance with the Immunization of School Pupils Act (ISPA) in early 2016. The review process included letters to parents requesting information when records were incomplete, high school immunization clinics, phone calls to parents and the issuing of suspension notices.

Huron County continues to have a high compliance rate for updated immunization records. For the 2015-2016 school year, for students born in 2008, the compliance rate for updated immunization records was 98.96%. For students born in 1999, the compliance rate for updated immunization records was 98.23%.

2,407

immunizations provided through our school-based immunization clinics.

853

immunizations provided through our weekly Clinton clinics.

45,071

doses of vaccine distributed to healthcare providers.

“Immunize 101” event for local healthcare providers

The Infectious Disease team held an “Immunize 101” event in September for all healthcare providers who offer immunizations. The event was well attended with at least one representative from each Community Health Centre and Family Health Team in the county. We also revised the immunization information in the healthcare provider section of our website.

Family Health

Helping Huron County residents be healthy before and during pregnancy, and preparing them for parenthood.

Helping parents have the healthiest newborns possible, and supporting all children in Huron County to reach their full potential in health and development.

HCHU achieves “Baby-Friendly Initiative” (BFI) designation

In 2016, the Huron County Health Unit achieved the Baby-Friendly Initiative Designation from the Breastfeeding Committee of Canada. This designation identifies that the Health Unit has met a standard of practice around infant feeding that will increase the health and well-being of all children and families.

The Baby-Friendly Initiative is a global, evidence-based approach that protects, promotes and supports breastfeeding. It ensures that parents receive accurate information to enable them to make an informed decision about infant feeding practices.

Under the leadership of the Health Unit’s Family Health team, all staff worked together to achieve this designation. Receiving the BFI designation was a confirmation of the Health Unit’s dedication to provide families with the information and supports needed to succeed at breastfeeding their infants.

Calling All Three Year Olds



In 2016, the Calling All Three Year Olds (CATYO) event took place in all 20 Huron County schools. CATYO is a school readiness initiative to help parents learn more about their child’s development, prepare their child for school and receive help for their child if needed. CATYO is a partnership between health units, school boards and early childhood programs and services providers in Huron and Perth counties.

Of the 487 children who were screened in 2016, 67 (13.7%) children were referred to a specific community service and 40 (8.2%) children were already linked to services.

588 postpartum screens (95.9% of live births)

548 phone contacts with postpartum mothers

341 (58%) postpartum screens identified families in need of support

2,240 people reached through the Facebook Q&A “Introduction to Solids”

6,973 online “Giddy Up Let’s Grow” messages sent to families with children under 6 years

Positive parenting survey

What do parents want to know more about? Who do they look to for information? How do they want to learn information? The Family Health team surveyed Huron county parents in the fall of 2016 to learn about the needs of parents and caregivers who have children 0-17 years of age.

There were 654 responses received, as parents provided information about what topics are of an interest to them, how they would like to receive information, and who they would like to receive parenting information from. The Health Unit will use this information to plan programming, collaborate with service providers, and support parents to promote optimal health and well-being for children and youth.

Cross-county “Pick a Parenting Tip” contest

Parenting is wonderful and rewarding, but it can also be difficult when parents face challenging behaviour from young children. Research shows that it is important to use positive strategies in these situations.

To help local parents discover positive and proactive ways to deal with stressful situations with young children, the Huron County Health Unit, Ontario Early Years and Rural Response for Healthy Children partnered to sponsor the “Pick a Parenting Tip” contest in the spring of 2016.

The “Pick a Parenting Tip” contest awarded winners from the north, central and south of the county. Participating stores included: Canadian Tire in Exeter and Goderich, Watson’s Home Hardware in Goderich and Gorrie, Langford Lumber Home Building Centre in Clinton, McDonald Home Hardware Building Centre in Brussels, Sills Home Hardware in Seaforth, MacLean Home Hardware in Exeter, and Stainton’s Home Hardware in Wingham.

Piloting the “Fourth R” mental health program

The Health Unit partnered with three Huron County schools, as well as Western University and the Centre for Addictions and Mental Health, as part of a pilot study for the Fourth R: Healthy Relationships Plus program. This program, intended for youth between the ages of 12 and 18, promotes healthy relationships and positive mental health.

Offering oral health support

The Health Unit mailed out 114 notices offering preventive services at our dental clinics. Preventive services include scaling, polish, fluoride and oral hygiene instruction. We saw a total of 87 clients, 57 who were screened and 30 who received services.

The Health Unit’s registered dental hygienist and dental assistant spoke at seven parenting groups across Huron County. They discussed information on teething and care of first teeth with 39 moms and dads.

14 out of 25 schools had active healthy school committees

775 presentations, workshops or resources provided to local schools

3,225 children had dental screening in 24 different schools

249 teeth identified as having decay

1,567 birth control sales provided at low cost and 517 provided at no cost

33,000 (approximate) condoms provided at no cost

776 drop in clients seen at Clinton and Wingham sexual health clinics

Community Health

Preventing injury, chronic disease and substance misuse. Working with partners and communities to create supportive environments, education, policies and laws.

P2P Destination: Prosperity

The Huron County Health Unit supports Huron's anti-poverty coalition, Poverty to Prosperity (P2P) through active leadership and participation in community development initiatives in some of Huron County's most underserved communities. P2P's Destination: Prosperity project works with women, families and groups to engage partners, improve services and enhance community well-being.

Helping residents quit smoking

On average, it takes 30 attempts to quit smoking for good. For individuals who live in underserved areas or have barriers to accessing service elsewhere, the Health Unit provides free Nicotine Replacement Therapy (such as patches or gum) and 1:1 cessation counselling. In 2016 the Health Unit directly helped 58 clients make one or more quit attempts.

The Health Unit also supports residents' quit attempts by connecting people to other cessation services in the County. We also help healthcare and social service providers with their cessation services through the Huron County Community of Practice.

Huron County Cycling Strategy

The Huron County Health Unit participated in a staff committee with the Huron County Planning Department and Roads Department to develop a County Wide Cycling Strategy. This happened throughout 2016 with input and direction from a community steering committee made up of cyclists, OPP, businesses, school boards and other interested community partners.

Coalition for Huron Injury Prevention

The Health Unit is part of the Coalition for Huron Injury Prevention (CHIP), a community-based partnership working to prevent injuries and deaths on our roads. Like other mainly rural regions, Huron County has some of the highest rates of injury from traffic collisions in Ontario.

CHIP holds educational events across Huron County. In 2016, more than 700 students and adults were reached through community events that highlighted the dangers of distracted driving and driving high, with 90 youth taking a photo pledge to #SeeTheRoad.

63,777 vehicles passed the CHIP electronic sign at different locations across Huron County.

7,800 cigarette butts collected from Goderich and Grand Bend shorelines during beach cleanups.

700+ students and adults learned more about the dangers of distracted/impaired driving.

384 self-help Quit Kits supplied to healthcare and social service agencies.

100 seniors attended CHIP Safe Driving for Seniors workshops.

2,300 people participated in a Community Food Advisor cooking class, presentation or educational experience.

22 Community Food Advisors worked to promote healthy eating and food safety.

Healthy Kids Community Challenge

The Health Unit is part of the Healthy Kids Community Challenge, a community program where partners from different sectors such as public health, education, recreation and local business, work together to promote healthy behaviours and healthy activities for children. Huron County is one of 45 communities across Ontario chosen to be a part of this special provincial project.

In 2016, Healthy Kids Community Challenge Huron based its work on two provincially-set themes: “Run, Jump, Play. Every Day.” And “Water Does Wonders” In the second phase — Water Does Wonders — Huron County engaged more than 25,000 children in making the switch from sugary drinks to water. Healthy Kids Community Challenge Huron supported 34 different projects across the county during this theme.

Emergency Preparedness

Enabling a consistent and effective response to public health emergencies and emergencies with public health impacts.

The Health Unit participates in county and municipal exercises to test plan components for given scenarios. We also serve as consultants to community and municipal partners for public health emergency planning and response.

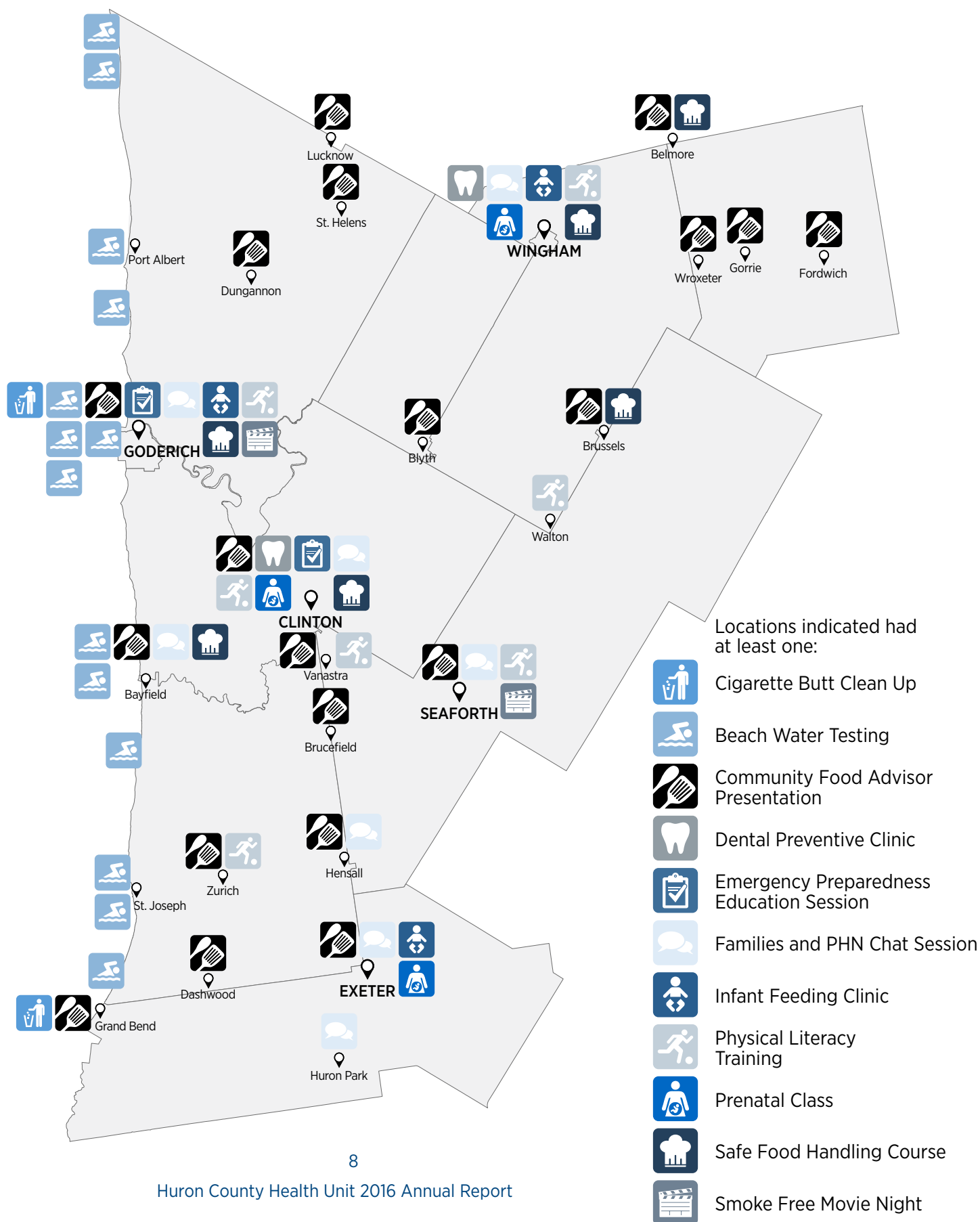
The Health Unit helps increase public awareness regarding emergency preparedness activities. This includes participating in planned emergency preparedness events, media alerts to notify residents of a public health concern or general public education about emergency preparedness.

Highlights of our 2016 response include:

- All Health Unit staff completed Public Health Ontario’s Emergency Preparedness online modules over the summer of 2016. This training is now also part of orientation for new staff.
- Co-facilitated Public Health Ontario’s IMS based workshop at the University of Western Ontario
- Delivered What’s My Risk? – a full day workshop for local Designated Officers, Emergency Service Workers and others
- Presentation to Conestoga College Environmental Health Program Students on Emergency Response and Public Health
- Co-wrote, presented and participated in the Huron County emergency exercise on pandemic influenza
- Co-facilitated IMS 200 Workshop Co-facilitation for Huron County Senior Staff
- Held an onsite Public Health Emergency Preparedness workshop. The workshop exercise focus was public health response during a Plowing Match incident.

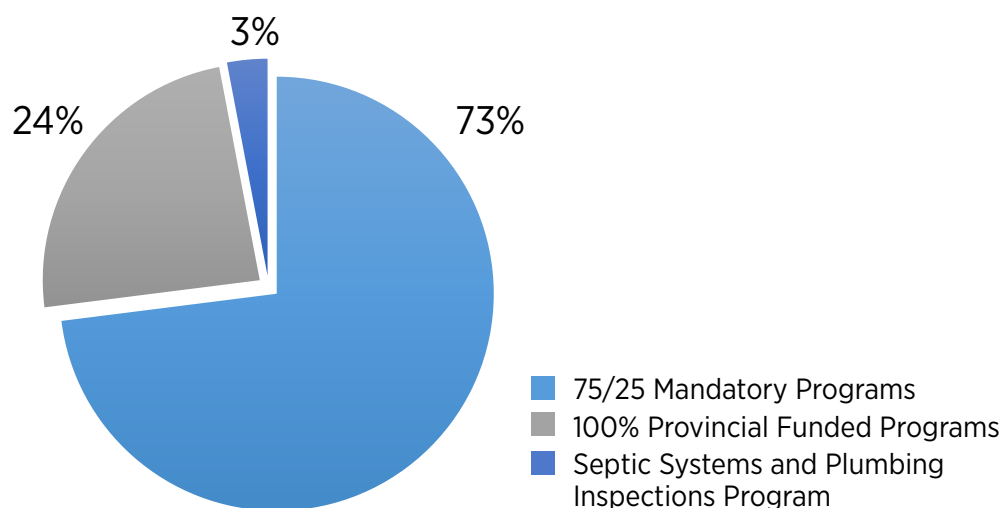
Public Health across Huron County: 2016 Snapshot

Here are just some of our programs, classes, clinics and events held in Huron County in 2016.



2016 Budget: \$7,356,750

County of Huron funding, including Septic Systems and Plumbing Inspections: \$1,646,317



75/25 Mandatory Programs: (75% Provincial, 25% Municipal Funding)

- Chronic disease prevention
- Family health
- Infectious diseases
- Environmental health
- Emergency preparedness

75/25 Non-mandatory Programs:

- Vector borne diseases
- Small drinking water systems

100% Provincial Funded Programs:

- Infectious disease control
- Low income dental
- Smoke Free Ontario
- Safe water program
- Safe food handling
- Needle exchange program
- Chief Nursing Officer
- Infection Prevention and Control
- Nurses Initiative
- Public Health Nurse Initiative
- Panorama Funding
- Healthy Babies/Healthy Children



Huron County
Health Unit

huronhealthunit.ca

Sue Johnson

From: HPAWF Coordinator <huronperthfestival@gmail.com>
Sent: Wednesday, January 03, 2018 2:01 PM
To: Sue Johnson
Subject: Huron Perth Agricultural and Water Festival - Help Sponsor our Educational Event!
Attachments: HPAWF 2017 Expenses.pdf

Dear Municipality of South Huron:

Hello from the Huron Perth Agriculture and Water Festival Steering Committee! This year we hope we can count on your financial support for presenting the Huron Perth Agriculture and Water Festival on **April 10th and 11th, 2018**. A PDF of the festival's expenses has been included in case it is needed.

The annual Huron Perth Agriculture and Water Festival (HPAWF) is a fun filled, educational event serving approximately 600 Grade 4 students from Huron and Perth counties. Our unique festival provides students with an interactive and engaging atmosphere for hands-on learning about water conservation and agricultural practices. Stations at the festival are organized and facilitated by community partners such as local Conservation Authorities and Health Units, Huron and Perth Federations of Agriculture, Huron and Perth Farm Safety Associations, as well as Pork, Beef, Dairy, and Poultry Producers.

The HPAWF is made affordable for all participants with no entrance fee, and a bus subsidy to offset the cost of transportation. Each attending teacher receives a resource kit that contains information and activities to be used in-class. The annual operational cost of the festival is \$14,500 and would not happen without our generous sponsors!

For the convenience of our supporters, we have put together a sponsorship program with five levels:

Community	Level
Donation	Less than \$100
Bronze Level Donation	\$100 - \$249
Silver Level Donation	\$250 - \$499
Gold Level Donation	\$500 - \$999
Platinum Level Donation	\$1000 or more!

Contributing sponsors are recognized on two donation display boards at the event, on the HPAWF website (hpawf.huronstewardship.ca) and a thank you in the paper for their generous donation. All sponsors are invited to attend a **special VIP tour and luncheon on April 11th, 2018 starting at 10:30 am at the Seaforth Community Centre.**

Donations can be made in the form of a cheque payable to: **Huron Perth Agriculture and Water Festival**

Donations can be mailed to: **Elizabeth Hawkins**
5961 Perth Line 8
PO Box 62
Kirkton, ON
N0K 1K0

Thank you in advance for your generous support of the Huron Perth Agriculture and Water Festival. Supporters like you make this engaging, hands-on, and effective educational experience possible for our Grade 4 students! Any donation is greatly appreciated; bringing us one step closer towards making the next Huron Perth Agriculture and Water Festival a success.

If you have any questions regarding the festival, or making a donation, please contact Elizabeth Hawkins, Interim Festival Coordinator at: huronperthfestival@gmail.com or (519) 871-6088.

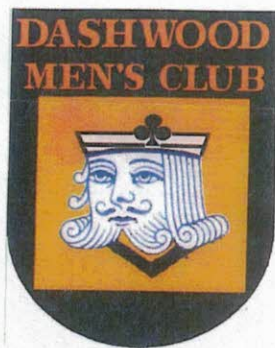
Sincerely,

The Huron Perth Agriculture and Water Festival Steering Committee

Regards,

E.

Elizabeth Hawkins, Coordinator
Huron Perth Agriculture and Water Festival
Serving Huron and Perth County
(t) 519-871-6088
hpawf.huronstewardship.ca



DASHWOOD MEN'S CLUB

c/o John Trembulak, Secretary

PO Box 238

Dashwood, Ontario N0M 1N0

519 237-3622

trembulak@hay.net

December 14, 2017

To the Municipal Councils of Bluewater and South Huron,

On behalf of the Dashwood Men's Club, I write this letter to inform you that at our regularly called meeting on December 11, 2017, we had discussion concerning the Dashwood Community Centre. The discussion revolved around "*rest room renovations and improvements.*"

Using the hall for our meetings and various functions, we know first hand the difficulties using these facilities. Improvements and renovations are vitally needed and necessary for the community and all who use the Hall, and especially for our many seniors and those with special needs.

Therefore, in an effort to help the process along to accomplish "*rest room renovations and improvements,*" and in an effort to support our community, we, the Dashwood Men's Club, moved, seconded, and carried that we will commit **\$30,000.00** towards this project. We additionally want to encourage that renovations happen as soon as possible.

Thank you in for your support of our community and it's residents.

On Behalf of the Dashwood Men's Club,

A handwritten signature in blue ink that reads "Rev. John E. Trembulak III".

Rev. John E. Trembulak III, Secretary



The Corporation of The Town of Amherstburg

December 20, 2017

VIA EMAIL

The Honourable Kathleen O. Wynne
Premier of Ontario
Queen's Park, Rm. 281
Main Legislative Building
Toronto, ON M7A 1A1

Dear Premier Wynne:

RE: Provincial Flood Insurance Program

At its meeting of November 13th, 2017, Amherstburg Town Council passed the following:

Resolution # 20171113-950 - That Council support the Town of Lakeshore's resolution regarding the Provincial Flood Insurance Program.

Best Regards,

Tammy Fowkes
Deputy Clerk

cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
Hon. Andrea Horvath, Leader of New Democratic Party
Taras Natyshak – MPP, Essex
Tracey Ramsey – MP, Essex
Ontario Municipalities
Association of Municipalities of Ontario (AMO)

encl. Town of Lakeshore Resolution



TOWN OF LAKESHORE

419 Notre Dame St.
Belle River, ON N0R 1A0

October 11, 2017

Honourable Kathleen Wynne, Premier
Legislative Building, Room 281
Queen's Park
Toronto, ON M7A 1A1

Dear Premier Wynne:

RE: PROVINCIAL FLOOD INSURANCE PROGRAM

At their meeting of October 10, 2017 the Council of the Town of Lakeshore duly passed the following resolution.

Councillor Wilder moved and Councillor Janisse seconded:

That:

WHEREAS weather patterns seem to have changed, in that excessive and prolonged rains are now becoming more frequent and regular,

WHEREAS there is an increased chance of flooding, as result of excessive and prolonged rains;

WHEREAS property owners in areas that are at an increased risk of flooding are often unable to purchase flood insurance to protect their properties; and

WHEREAS the cost of property repairs after a flood cause financial hardship for individuals, families and businesses.

NOW THEREFORE BE IT RESOLVED that the Government of Ontario be urged to create a Provincial Flood Insurance Program, to cover those individuals, families and businesses who are unable to secure flood insurance for their properties;

BE IT FURTHER RESOLVED that a copy of this motion be sent to the Honourable Kathleen Wynne, Premier of Ontario, the Honourable Patrick Brown, Leader of the Progressive Conservative Party, the Honourable Andrea Horwath, Leader

of the New Democratic Party, and all MPPs in the Province of Ontario; and

BE IT FURTHER RESOLVED THAT a copy of this Motion be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Motion Carried Unanimously

Should you require any additional information with respect to the above matter, please contact the undersigned.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Mary Masse', with a long horizontal flourish extending to the right.

Mary Masse
Clerk

/cl

cc: Hon. Patrick Brown, Leader of Progressive Conservative Party
cc: Hon. Andrea Horwath, Leader of New Democratic Party
cc: Association of Municipalities Ontario (AMO)
cc: Via Email - All Ontario Municipalities
cc: Via Email - MPPs in the Province of Ontario



The Corporation of The Town of Amherstburg

December 20, 2017

VIA EMAIL

Municipality of Morris-Turnberry
P.O. Box 310
41342 Morris Road
Brussels, ON N0G-1H0

Att: Ms. Michie

RE: Tenanted Farm Tax Class

At its meeting of November 13th, 2017, Amherstburg Town Council passed the following:

Resolution # 20171113-951 - That Council support the Municipality of Morris-Turnberry's resolution regarding the Tenanted Farm Tax Class.

Best Regards,

Tammy Fowkes
Deputy Clerk

cc: Taras Natyshak – MPP, Essex
Tracey Ramsey – MP, Essex
Ontario Municipalities
Association of Municipalities of Ontario (AMO)

encl. Municipality of Morris-Turnberry Resolution



Nancy Michie
Administrator Clerk-Treasurer

MUNICIPALITY OF MORRIS-TURNBERRY

P.O. Box 310, 41342 Morris Road, Brussels, Ontario N0G 1H0

Tel: 519-887-6137 ext. 21 Fax: 519-887-6424 Email: nmichie@morristurnberry.ca

October 17, 2017

Re: Resolution concerning the Tenanted Farm Tax Class properties being changed to the Residential Tax Class

Motion: 553-2017 Moved by John Smuck Seconded by Dorothy Kelly

Whereas, MPAC conducts ongoing reviews to ensure properties are accurately assessed and corrections are made where necessary. A review of a property could be triggered from ongoing data verification, updated tenant information, sales investigations, building permits and severances which may result in changes to the valuation or classification of a property. This could include wooded acreage on a farm property;

And Whereas, MPAC recently changed the assessment classifications on properties with portions of land tenanted for farming. MPAC is responsible for assessing and classifying all properties in Ontario in accordance with the *Assessment Act* and regulations established by the Government of Ontario. All properties in Ontario are continuously reviewed as part of the MPAC valuation process to ensure accurate information is used in determining our assessed values and tax classifications;

And Whereas, MPAC has stated: Under the *Assessment Act*, all properties are classified according to their use, and Ontario Regulation 282/98 sets out how various property uses are classified. By default, farm properties are classified in the residential property class in accordance with section 3(1)2 of Ontario Regulation 282/98 of the *Assessment Act*. Farm properties that meet the eligibility requirements will have farmland and associated outbuildings placed in the farm property class and are taxed at up to 25% of the municipal residential tax rate. An application for inclusion in the Farm Property Class Tax Rate Program must be approved by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA).

Under the *Assessment Act*, all properties are classified according to their use. If a portion (or portions) of a farm property is used for non-farm purposes, the portion is valued and classified according to its use. This is to ensure that the appropriate value and tax class is applied to the various uses of the property;

And Whereas, MPAC has assessed non-tillable acreage that is **rented to tenants** as residential. MPAC has explained that this is a correction under the *Assessment Act*/Ontario Regulation 282/98 with properties being assessed according to their use. They explained that it was a review of the Farm Forestry Exemption Class that prompted this action;

And Whereas, Most of these non-tillage acres cannot be built upon, or generate any revenues. However, they do provide benefit to the wider community as woodlots, wetlands, streams. Therefore taxing at the higher residential ratio appears unfair;

And Whereas, many properties have resulted in a substantial increase in property taxes due to this assessment class shift, an example being, with the tax billing increase of 572%. Tax increases to this magnitude are unacceptable. This process will force retired farmers to share crop to avoid the tax increases or it will cause land rent to increase to cover the increased taxes. That will create a burden on the property owner and the tenant farmers;

And Whereas, MPAC did not advise the municipalities of these corrections or the impact that it may have on taxation write-offs going forward, as MPAC reviews appeals on these changes;

Now Therefore, The Council of the Municipality of Morris-Turnberry hereby requests that MPAC conduct a review on the effects of the tax class shift from farm land to residential;

And that MPAC act immediately on applications for reconsideration for the 2018 tax year and where possible for the 2017 year;

And that MPAC advise the municipalities prior to any future tax class shifts or mass property assessment corrections;

And that the Province of Ontario review Regulation 282/98 under the Assessment Act, in respect to the property tax classification of non-tillage acres;

And that this resolution be circulated to Premier Kathleen Wynne, Minister of Finance, MPAC and the Association of Municipalities of Ontario and all Ontario municipalities.

Disposition Carried

Thank you

Yours truly,

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

Nancy Michie



The Corporation Of The Municipality Of South Huron

By-Law #1- 2018

To amend By-Law #13-84, being the Zoning By-Law for the former Township of Usborne for lands known as Lot 6, Concession 7, Usborne Ward, Municipality of South Huron.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #13-84, of the former Township of Usborne, Corporation of the Municipality of South Huron;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That this By-Law shall apply to Lot 6, Concession 7, Usborne Ward, Municipality of South Huron.
2. That By-Law #13-84 is hereby amended by changing the zone symbol from General Agriculture (AG1) to General Agriculture-Special Provisions (AG1-27) and Agricultural Small Holding (AG4) on the lands designated 'zone change' on Key Maps, identified as Schedule "C", attached hereto and forming an integral part of this by-law.
3. That By-law #13-1984 is hereby amended by adding section 4.10.26:

4.10.26 AG1-27

No new residential dwelling will be permitted on the part of the property that is described as the remainder of Lot 6, Concession 7, Usborne Ward, Municipality of South Huron.

Notwithstanding the provisions of Section 4.4.1 to the contrary, the minimum lot area of the lands zoned AG1-27 shall not be less than 38 hectares (94 acres).

4. That the purpose and effect of this amendment, identified as Schedule "A", attached hereto, forms an integral part of this by-law.
5. That the Township of Usborne Location Map, identified as Schedule "B", attached hereto, forms an integral part of this by-law.

6. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first and second time this 15th day of January, 2018.

Read a third time and finally passed this 15th day of January, 2018.

Maureen Cole, Mayor

Genevieve Scharback, Clerk

Schedule “A” to By-Law #1-2018

Corporation Of The Municipality Of South Huron

By-Law #1-2018 has the following purpose and effect:

This By-law affects the property known municipally as 70080 Elimville Line, and legally as Lot 6, Concession 7, Usborne Ward. Huron County approved an application to sever a surplus dwelling on this property (B62-2017); the severed and retained lots must be rezoned as a condition of this approval.

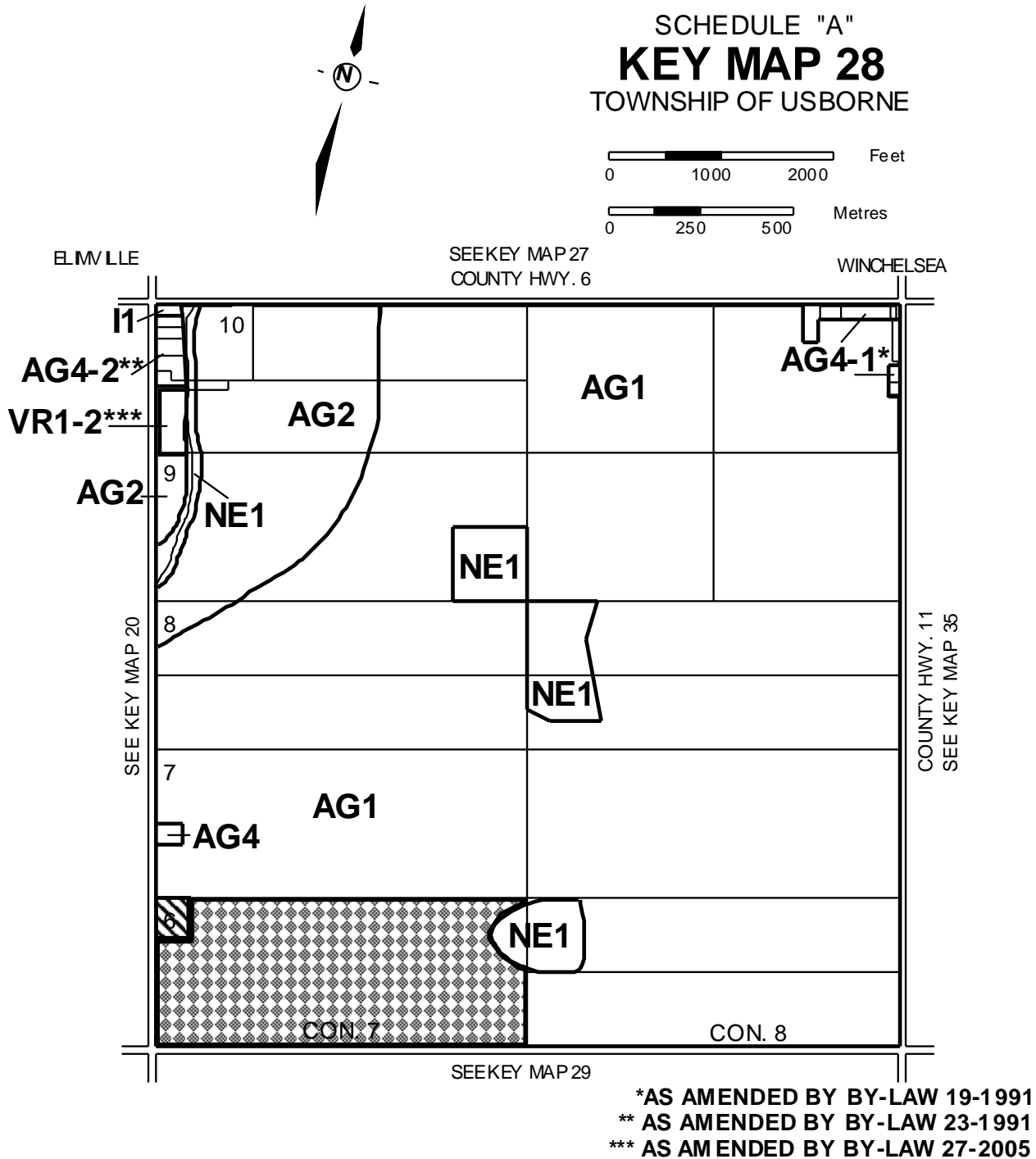
The area proposed to be severed is approximately 1.72 acres (0.69 hectares) and contains a house and accessory structure. This By-law changes the zoning on the severed parcel from General Agriculture (AG1) to Agriculture Small Holding (AG4) to recognize a residential use in the agricultural area.



The retained lands require a rezoning from General Agriculture (AG1) to General Agriculture Special Provisions (AG1-27) in order to prohibit construction of a new residence as required by the Provincial Policy Statement and the South Huron Official Plan. The retained lands also include a portion of land zoned Natural Environment (NE1) that will remain under this zoning. The retained lands will continue to be used for agricultural purposes.

This By-law amends Zoning By-law #13-1984 of the former Township of Usborne. Maps showing the general location of the lands to which this proposed zoning by-law amendment applies are shown on the following pages.

Property to which this
Zoning By-law
amendment applies

**Schedule "C" – Showing the Area Subject to the Amendment
Corporation Of The Municipality Of South Huron
By-Law #1-2018**



-  Zone change from AG1 (General Agriculture) to AG4 (Agricultural Small Holding)
-  Zone change from AG1 (General Agriculture) to AG1-27 (General Agriculture-Special Provisions)



The Corporation Of The Municipality Of South Huron

By-Law # 2- 2018

To amend By-Law #30-1978, being the Zoning By-Law for the former Town of Exeter for the lands known as Plan 376 Pt Lts 1191 1192 RP; 22R5073 Part 5, Exeter Ward, Municipality of South Huron.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #30-1978, of the former Ward of Exeter, Corporation of the Municipality of South Huron.

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That this By-Law shall apply to Plan 376 Pt Lts 1191 1192 RP; 22R5073 Part 5, Exeter Ward, Municipality of South Huron.
2. That By-Law #30-1978 is hereby amended by changing the zone symbol from High Density Residential Special Provisions (R3-5) to Residential Low Density (R1) on the lands designated 'zone change' on Key Maps, identified as Schedule "C", attached hereto and forming an integral part of this by-law.
3. That the purpose and effect of this amendment, identified as Schedule "A", attached hereto, forms an integral part of this by-law.
4. That the Town of Exeter Location Map, identified as Schedule "B", attached hereto, forms an integral part of this by-law.
5. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first and second time this 15th day of January, 2018.

Read a third time and finally passed this 15th day of January, 2018.

Maureen Cole, Mayor

Genevieve Scharback, Clerk

**Schedule "A" to By-Law # 2-2018
Corporation Of The Municipality Of South Huron**

By-Law # 2-2018 has the following purpose and effect:

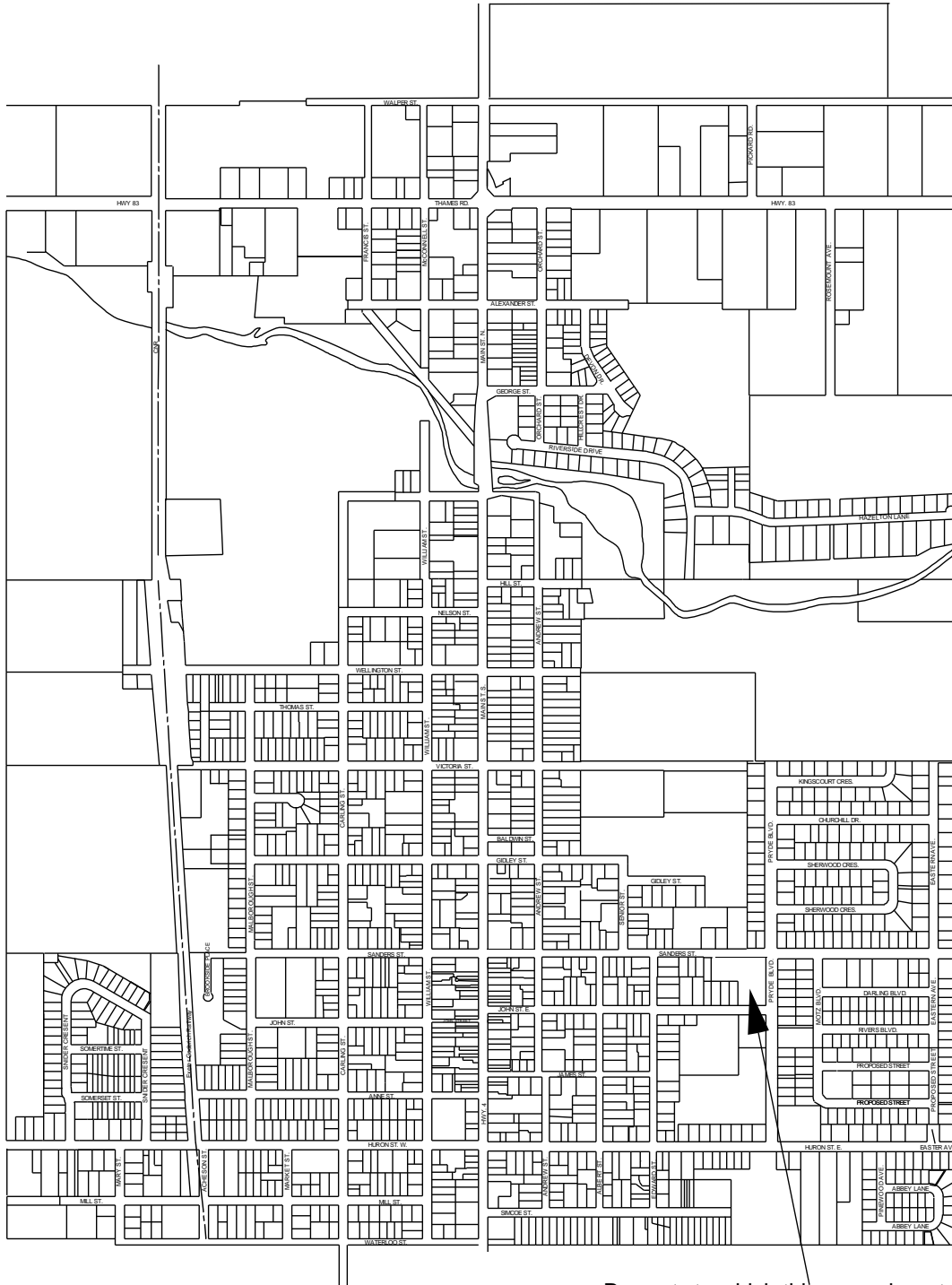
This By-law affects the property known municipally as 174 John Street East, and legally as Plan 376 PT Lts 1191 1192 RP; 22R5073 Part 5, Exeter Ward. The subject lands front on the north side of John Street East in the Town of Exeter, Municipality of South Huron. The property is currently designated Residential in the South Huron Official Plan and zoned Residential High Density Special Provisions (R3-5) in the Town of Exeter Zoning By-law. The R3-5 zone would permit a range of high density uses including apartment and multi-residential.

The applicant has submitted this rezoning application to change the zoning from Residential High Density Special Provisions to Residential Low Density (R1) to permit a single residential dwelling as the main permitted use. It is the intent of the applicant to construct a future single residential dwelling on the subject lands.

This By-law amends zoning by-law #30-1978 of the former Town of Exeter. Maps showing the property to which the zoning by-law amendment applies are shown on the following pages.

**Schedule "B" to By-Law #2 - 2018
Corporation Of The Municipality Of South Huron**

**MUNICIPALITY OF SOUTH HURON
WARD 2 (FORMER TOWN OF EXETER)
LOCATION MAP**

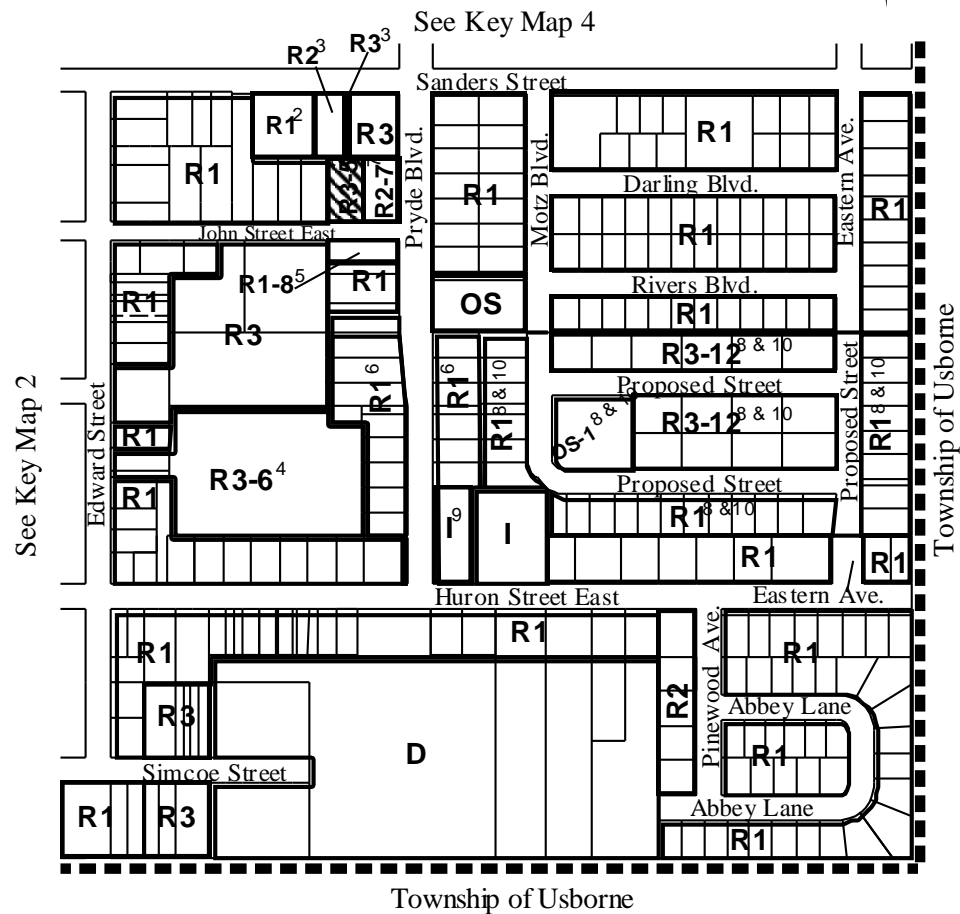
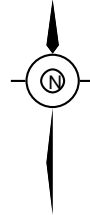



Property to which this amendment applies

**Schedule "C" – Showing the Area Subject to the Amendment
Corporation Of The Municipality Of South Huron
By-Law # 2-2018**

**SCHEDULE 'A'
KEY MAP 1
TOWN OF EXETER**

0 100 200 400
FEET



 Zone change from R3-5 (Residential High Density-Special Provisions) to R1 (Residential Low Density)

- 1 AMENDED BY BY-LAW 08-1994
- 2 AMENDED BY BY-LAW 12-1995
- 3 AMENDED BY BY-LAW 06-1996
- 4 AMENDED BY BY-LAW 17-1997
- 5 AMENDED BY BY-LAW 11-1999
- 6 AMENDED BY BY-LAW 24-2001
- 7 AMENDED BY BY-LAW 39-2004
- 8 AMENDED BY BY-LAW 19-2006
- 9 AMENDED BY BY-LAW 100-2010
- 10 AMENDED BY BY-LAW 58-2014



The Corporation Of The Municipality Of South Huron

By-Law #03- 2018

Being a By-Law for Municipal Borrowing of Current Expenditures

Whereas the *Municipal Act, R.S.O. 2001* provides under Section 407 (1) that at any time during a fiscal year, a municipality may authorize temporary borrowing, until the taxes are collected and other revenues are received, of the amount council considers necessary to meet the current expenditures of the municipality for the year, including amounts required in the year for, (a) sinking and retirement funds; (b) principal and interest due on any debt of the municipality; (c) school purposes; (d) other purposes the municipality is required by law to provide for; and (e) the amount of principal and interest payable by a person or municipality primarily liable for a debt, if the municipality has guaranteed the debt and the debt is in default. 2001, c. 25, s. 407 (1); and

Whereas the *Municipal Act, R.S.O. 2001* provides under Section 407 (3) that until the budget is adopted in a year; the limits upon borrowing under subsection (2) shall temporarily be calculated using the estimated revenues of the municipality set out in the budget adopted for the previous year and under Section 407 (4) provides that in subsections (2) and (3), estimated revenues do not include revenues derivable or derived from, (a) arrears of taxes, fees or charges, or; (b) a payment from a reserve fund of the municipality, whether or not the payment is for a capital purpose; and

Whereas Council of the Corporation of the Municipality of South Huron deems it necessary to borrow the sum of Three Million dollars to meet, until the taxes are collected, the current expenditures of the Corporation for the year; and,

Whereas the total amounts previously borrowed under Section 407 of the *Municipal Act, 2001*, as amended from time to time, (the "Act"), that have not been repaid are **NIL dollars**; and,

Whereas the amount of the estimated revenues (as defined and interpreted in the Act) of the Corporation adopted for the previous year was **Eighteen million dollars**; and,

Whereas the amount to be borrowed under this by law and the amounts of borrowings that have not been repaid does not in the aggregate exceed from January 1st to September 30th of the year, 50% of the total, and from October 1st to December 31st, 25% of the total of the estimated revenues of the Corporation as set out above; and,

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follow:

1. That the Head and the Treasurer of the Corporation are hereby authorized on behalf of the Corporation to borrow from time to time, by way of promissory note or banker's acceptance, from the Bank of Montreal, a sum or sums not exceeding in the aggregate Three Million dollars to meet until the taxes are collected, the current expenditures of the Corporation for the year, including the amount required for the purpose mentioned in subsection (1) of the said Section 407, as amended from time to time, and to give, on behalf of the Corporation, to the Bank a promissory note or notes, sealed with the corporate seal and signed by them for the moneys so borrowed, and such other documentation as may be requested by the Bank therefore, with interest at a rate not exceeding prime percent per annum, which may be paid in advance or otherwise.
2. That all sums borrowed from the said Bank, for any or all of the purposes mentioned in the said Section 407, as amended from time to time, shall with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for all preceding years, as and when such revenues are received.
3. That the Treasurer is hereby authorized and directed to apply in payment of all sums borrowed pursuant to the authority of this By-law, as well as all the other sums borrowed in this year and any previous years, from the said Bank for any or all of the purposes mentioned in the said Section 407, as amended from time to time, together with interest thereon, all of the moneys hereafter collected or received on account or realized in respect of the taxes levied for the current year and preceding years and all of the moneys collected or received from any other source, which may lawfully be applied for such purpose.
4. That this By-Law shall come into force and effect upon final passing.

Read a first and second time this 15th day of January, 2018.

Read a third and final time this 15th day of January, 2018.

Maureen Cole, Mayor

Genevieve Scharback, Clerk



The Corporation of The Municipality of South Huron

By-Law # 4-2018

Confirming By-Law

Being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Corporation of the Municipality of South Huron.

Whereas Section 8 of the *Municipal Act, 2001*, as amended, provides that the powers of a Municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the Municipality's ability to respond to municipal issues; and

Whereas Section 5(3) of the *Municipal Act, 2001*, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas the Council of The Corporation of the Municipality of South Huron deems it expedient to adopt, confirm and ratify matters dealt with at all meetings of Council;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That the proceedings and actions taken by Council and municipal officers of the Corporation of the Municipality of South Huron at the January 15, 2018 Regular Council and Public Meetings in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed and shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. That the Mayor and Members of Council of the Corporation of the Municipality of South Huron are hereby authorized and directed to do all things necessary to give effect to the said actions of Council of the Corporation of the Municipality of South Huron or to obtain approvals where required.
3. That on behalf of The Corporation of the Municipality of South Huron, the Mayor, or the Presiding Officer of Council, and the Clerk or the Chief Administrative Officer, where instructed to do so, are hereby authorized and directed to execute all necessary documents and to affix thereto the Corporate Seal.
4. That this By-Law shall not be amendable or debatable.

Read a first and second time this 15 day of January, 2018.

Read a third time and passed this 15 day of January, 2018.

Maureen Cole, Mayor

Genevieve Scharback, Clerk