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

Monday, May 7, 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 clerk@southhuron.ca to discuss how best we can meet your needs.

Pages

1. Notice - Amendment to the Budget

2. Meeting Called To Order

   Welcome &O Canada

3. Public Meeting

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

   Addition of Item 9.9.3 - Staff Report

   Addition of Item 16.6 - By-Law

   Recommendation:
   That South Huron Council approves the Agenda as amended.

5. Disclosure of Pecuniary Interest and the General Nature Thereof

6. Delegations

   6.1 Deb Homuth, Chair Jessica's House Music Weekend Committee 1

   Recommendation:
   That South Huron Council receives the delegation as presented from the Jessica's House Music Weekend Committee by Deb Homuth, Chair.

   6.2 Dave Pullen, County Forester - Forest Cover and Tree Canopy 2

   Recommendation:
   That South Huron Council receives the delegation as presented from Dave Pullen, Huron County Forest Conservation Officer re Maintaining and Enhancing Forest Cover and Tree Canopy.

7. Minutes

7.1 Minutes of the Regular Council Meeting of April 16, 2018 24

Recommendation:
That South Huron Council adopts the minutes of the Regular Council Meeting of April 16, 2018 as printed and circulated.

7.2 Minutes of the Court of Revision for the Allen Municipal Drain 2018 of April 16, 2018 41

Recommendation:
That South Huron Council adopts the minutes of the Court of Revision for the Allen Municipal Drain 2018 of April 16, 2018, as printed and circulated.

7.3 Minutes of the Court of Revision for the Ford-Neeb Municipal Drain 2018 of April 16, 2018 44

Recommendation:
That South Huron Council adopts the minutes of the Court of Revision for the Ford-Neeb Municipal Drain 2018 of April 16, 2018, as printed and circulated.

7.4 Minutes of the Court of Revision for the Rowe-Rasenberg Municipal Drain 2018 of April 16, 2018 47

Recommendation:
That South Huron Council adopts the minutes of the Court of Revision for the Rowe-Rasenberg Municipal Drain 2018 of April 16, 2018, as printed and circulated.

7.5 Minutes of the Court of Revision for the Khiva Municipal Drain 2018 of April 16, 2018 50

Recommendation:
That South Huron Council adopts the minutes of the Court of Revision for the Khiva Municipal Drain 2018 of April 16, 2018, as printed and circulated.

8. Councillor Board and Committee Reports

8.1 Economic Development Advisory Committee Minutes of October 11, 2017 55

8.2 Upper Thames River Conservation Authority - Minutes of January 23, 2018 and 2017 Watershed Report Cards 58

February 22, 2018 Board of Directors Annual General Meeting:

http://thamesriver.on.ca/wp-content/uploads//Publications/BOD-AGM-Feb22-2018.pdf

8.3 Exeter Rodeo Committee - Minutes of March 26, 2018 69

8.4 Community Hub Recreation Steering Committee Minutes of March 27 and April 10, 2018 73

8.5 Exeter BIA - AGM Minutes of April 10, 2018 and 2018 Budget Report 81

Recommendation:
That South Huron Council receives the minutes of the Exeter Business Improvement Area AGM Minutes of April 10, 2018; and

That South Huron Council hereby approves the Exeter Business Improvement Area 2018 Budget and the names of members to the Exeter Business Association Board of Management as received.

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

- **Economic Development Advisory Committee Minutes of October 11, 2017;**
- **Upper Thames River Conservation Authority minutes of January 23, 2018;**
- **Exeter Rodeo Committee - Minutes of March 26, 2018**
- **Community Hub Recreation Steering Committee minutes of March 27 and April 10, 2018.**

8.6 Heritage Advisory Committee - List of items for Canada 150th Time Capsule 86

Recommendation:
That South Huron Council approve the list of contents to be buried in the South Huron Canada 150 Time Capsule as prepared by the Municipal Heritage Advisory Committee be approved as presented.

8.7 Upcoming Committee of the Whole meeting dates

Recommendation:
That South Huron Council approve the following dates for Committee of the Whole:

- **May 17th, 6 pm to 9 pm**
- **June 11th, 6 pm to 9 pm**
- **June 26th, 6 pm to 9 pm**

9. Staff Reports

9.1 Planning

9.2 Financial Services

9.3 Environmental Services

9.3.1 D. Giberson, Environmental Services Director - Ministry of the Environment and Climate Change 2017 Inspection Report South Huron Water Distribution System 88

Recommendation:
That South Huron Council receive the report from Don Giberson, ESD Director RE: Ministry of the Environment and Climate Change 2017 Inspection Report South Huron Water Distribution System.

9.3.2 D. Giberson, Environmental Services Director - Engineering Services for Rural Watermain Replacement Projects. 114

Recommendation:
That South Huron Council receive the report from Don Giberson, ESD Director RE: Engineering services for Rural Watermain Replacement Projects; and

That South Huron Council amend the engineering services agreement with BM Ross Engineers to add the amount of $73,800.00 plus HST for professional services related to Rural Watermain Replacement Projects.

9.3.3 D. Giberson, Environmental Services Director - Engineering Services for Huron Street East Reconstruction Project 118

Recommendation:
That South Huron Council receive the report from Don Giberson, ESD Director RE: Engineering Services for Huron Street East Reconstruction project; and

That South Huron Council amend the Engineering Services Agreement with GMBluePlan Engineers to add the amount of $94,270.00 plus HST for professional services related to Huron Street East Reconstruction project.

9.3.4 D. Giberson, Environmental Services Director -Budget Amendment – Engineering for Replacement of Mollard Line Culvert Structure #1056 122

Budget Amendment

Recommendation:
That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Budget Amendment – Engineering for Replacement of Mollard Line Culvert Structure #1056; and

That South Huron Council amend the 2018 Transportation Services Capital Budget to include a capital project for engineering services associated with the replacement of Mollard Line Culvert Structure #1056 in the amount of $40,000.00; and

That the source of funding for the project be from savings realized from the Huron Street East Reconstruction capital project.

9.4 Transportation Services

9.5 Community Services

9.6 Development Services

9.7 Emergency Services

9.8 Corporate Services

9.8.1 R. Msuya-Collison, Clerk - Request for Drainage Improvement 125

Recommendation:
That South Huron Council receives the report from R. Msuya-Collison, Clerk re: Requests for Drain Improvement under Section 78 of the Drainage Act; and

That South Huron Council hereby appoints William J. Dietrich, P. Eng., from Dietrich Engineering Ltd. as the Municipal Drainage Engineer to prepare a report for Drain Improvement.

9.9 Administration

9.9.1 CAO D. Best - Memo Exeter Cemetery Fence Removal 138

9.9.2 CAO D. Best - Port Blake RFP Results 141

Recommendation:
That the report of Daniel Best, Chief Administrative Officer dated May 7, 2018 regarding the Port Blake RFP results be received.

9.9.3 Heritage Designation Process *144*

Recommendation:
That the report of Daniel Best, Chief Administrative Officer dated May 7, 2018 regarding an overview of the Heritage Designation process be received.

10. Deferred Business

11. Notices of Motion

12. Mayor & Councillor Comments and Announcements

12.1 ABCA Letter of Support - Jones Pedestrian Bridge 192

13. Communications

13.1 Ministry of Citizenship and Immigration - Champion of Diversity Award 193

13.2	Ministry of Education - Pupil Accommodation Review Guideline The entire Guide is available from the Clerk upon request.	194
13.3	OMAFRA - 2018 Premier's Award - Agri-Food Innovation Excellence	198
13.4	Ministry of Transportation - Cycling Routes- Final Report and Network Map	199
13.5	AMO - Guide to Cannabis Legalization for Municipalities	200
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13.9	BRA - Board Meeting Highlights of April 19, 2018 and 2017 Annual Report	206
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13.11	Linda and Bill Russell - Cemetery Fence	264
13.12	Marilyn Riley of Riverview Estates-Meadows - Request for letter of support	266
13.13	Township of Baldwin - Bill C71	267
13.14	Halton Region - Cooperative Approach CN Truck-Rail Development	270
13.15	Municipality of East Ferris - Wolf Sightings	273

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

14. Closed Session

15. Report From Closed Session

16. By-Laws

16.1 By-Law No.26-2018 - Allen Municipal Drain 2018 274

Third and Final Reading

Recommendation:
That the South Huron Council gives third and final reading to By-Law #26-2018, being a by-law to provide for the Allen Municipal Drain 2018 in the Municipality of South Huron.

16.2 By-Law 27-2018 - Ford-Neeb Municipal Drain 2018 276

Third and Final Reading

Recommendation:
That the South Huron Council gives third and final reading to By-Law #27-2018, being a by-law to provide for the Ford-Neeb Municipal Drain 2018 in the Municipality of South Huron.

16.3 By-Law No. 29-2018 - Rowe-Rasenberg Municipal Drain 278

Third and Final Reading

Recommendation:
That the South Huron Council gives third and final reading to By-Law #29-2018, being a by-law to provide for the Rowe-Rasenberg Municipal Drain 2018 in the Municipality of South Huron.

16.4 By-Law No. 39-2018 - Amend By-Law 51-2017-Collection of Cost for Schroeder-Powe Municipal Drain 2017 280

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #39-2018, being a By-Law to amend By-Law #51-2017 to provide for collection of actual costs for construction of the Schroeder-Powe Municipal Drain 2017

16.5 By-Law No. 40-2018 - Memorandum of Understanding with Canada Day Committee 282

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #40-2018, being a By-law to authorize the signing of a Memorandum of Understanding with the Canada Day Committee for the purpose of a Sustainable Canada Day Program.

16.6 By-Law No. 41-2018 - Site Plan Agreement - Gnutti Carlo Canada Limited *287*

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #41-2018, being a by-law to authorize the execution of a Site Plan Agreement between the Municipality of South Huron and Gnutti Carlo Canada Limited in the Municipality of South Huron in the County of Huron.

17. Confirming By-Law

17.1 By-Law No. 42-2018 – Confirming By-Law 318

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #42-2018, being a by-law to confirm matters addressed at the May 7, 2018 Council meeting.

18. Adjournment

Recommendation:
That South Huron Council hereby adjourns at _____ p.m., to meet again on May 22, 2018 at 6:00 p.m. or at the Call of the Chair.

Jessica's House Council Presentation May 7th

I would like to begin with thanking council and the administration for their on-going support and problem solving mindset with respect to the Jessica's House initiative.

And then explain that:

1. June will surely be Jessica's House in Exeter!

The Grand Opening is planned for 4:30pm on Thursday June 14th right at the property and then on June 15th and 16th Open houses will be held for the public.

During the week of June 18th the first residents will be admitted.

Then on June 22, 23, and 24 the first annual Jessica's House Music Weekend will be held.

It is our hope that businesses along Main Street will join us in decorating the town in blue and yellow, the Jessica's House colours, for this festive and celebratory month.

I am here tonight especially to share with you the plans for the music weekend and to invite and encourage your support for this important new civic event.

2. I will then outline the plans for the weekend.

The Jessica's House Music Weekend organizing Committee has been meeting monthly for 16 months to plan this event. Far more goes into the planning than might meet the eye. I want to share with council the individuals and organizations that have been part of the planning.

3. Finally, I would like to request that Council waive the fees for the rental of the facilities: ball diamonds, rodeo grounds, fencing for the event, use of the lights etc. We understand the need to pay for the staff to be on site for the weekend but are hoping council could see its way clear to waiving the other facility associated fees. (We are not planning on using the Ag Bldg. or Rec Centre but would only take shelter there in the case of a crisis.)

Deb Homuth

Chair of the Jessica's House Music Weekend Committee

Maintaining and Enhancing Forest Cover and Tree Canopy in Huron County and South Huron

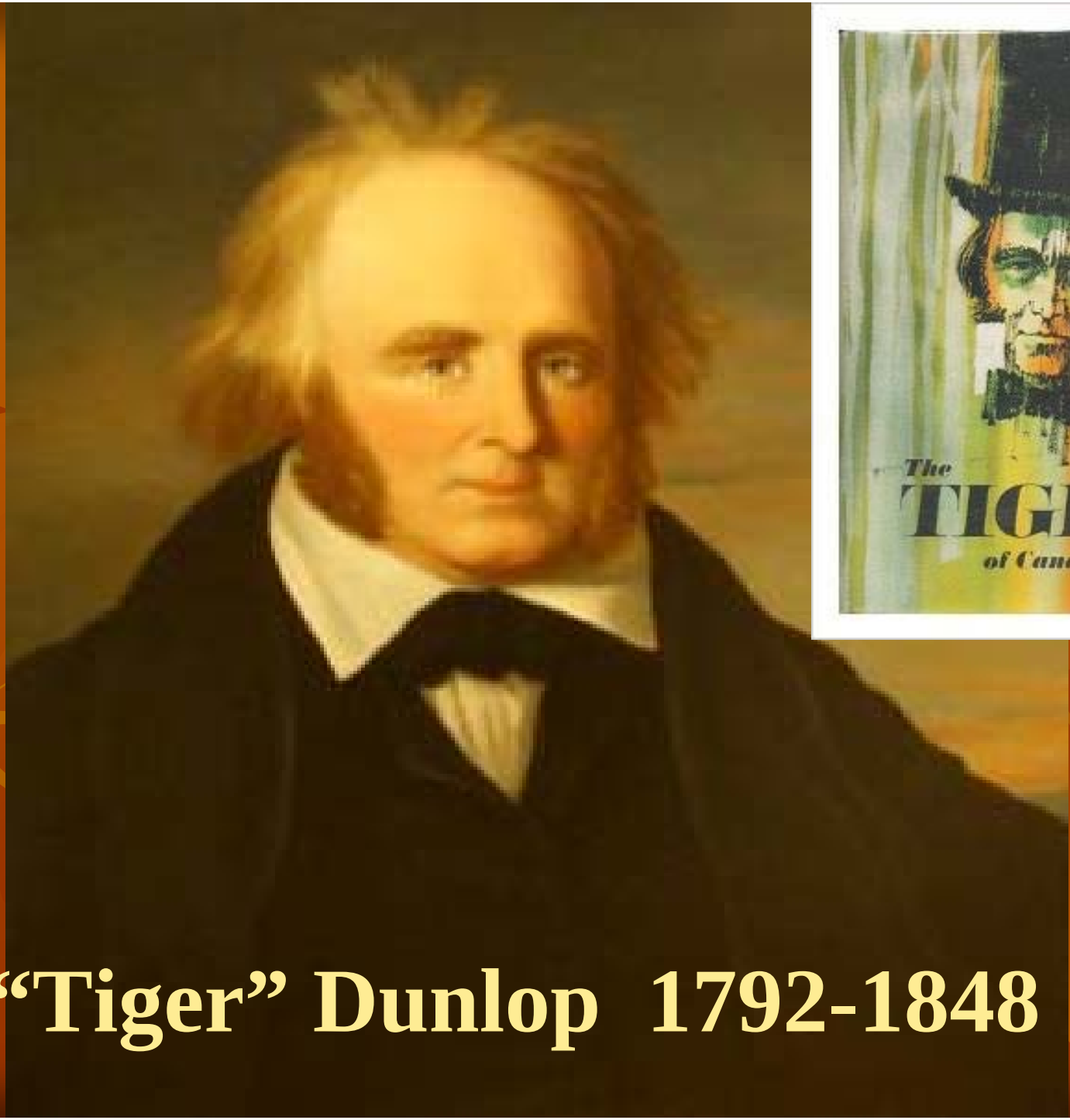
Municipality of South Huron

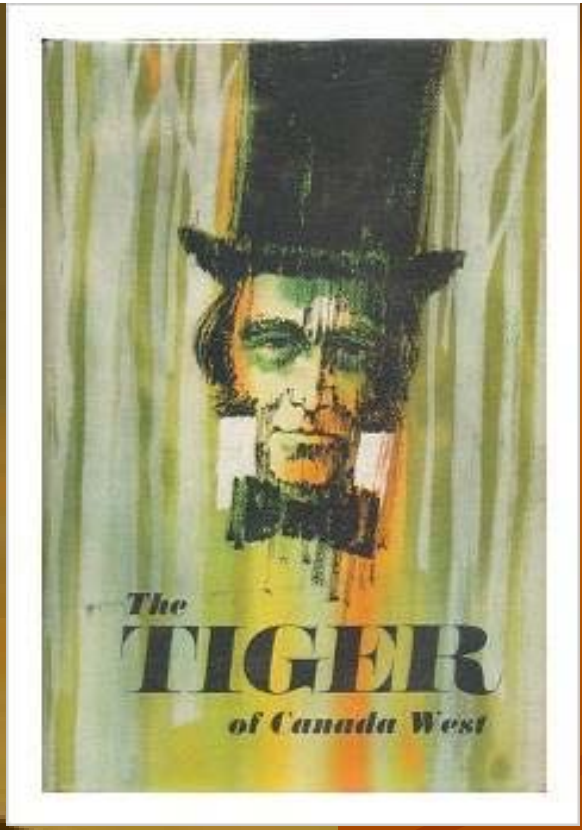
May 7,2018

Dave Pullen, R.P.F., P.Ag

County Forester, Forest Conservation Officer

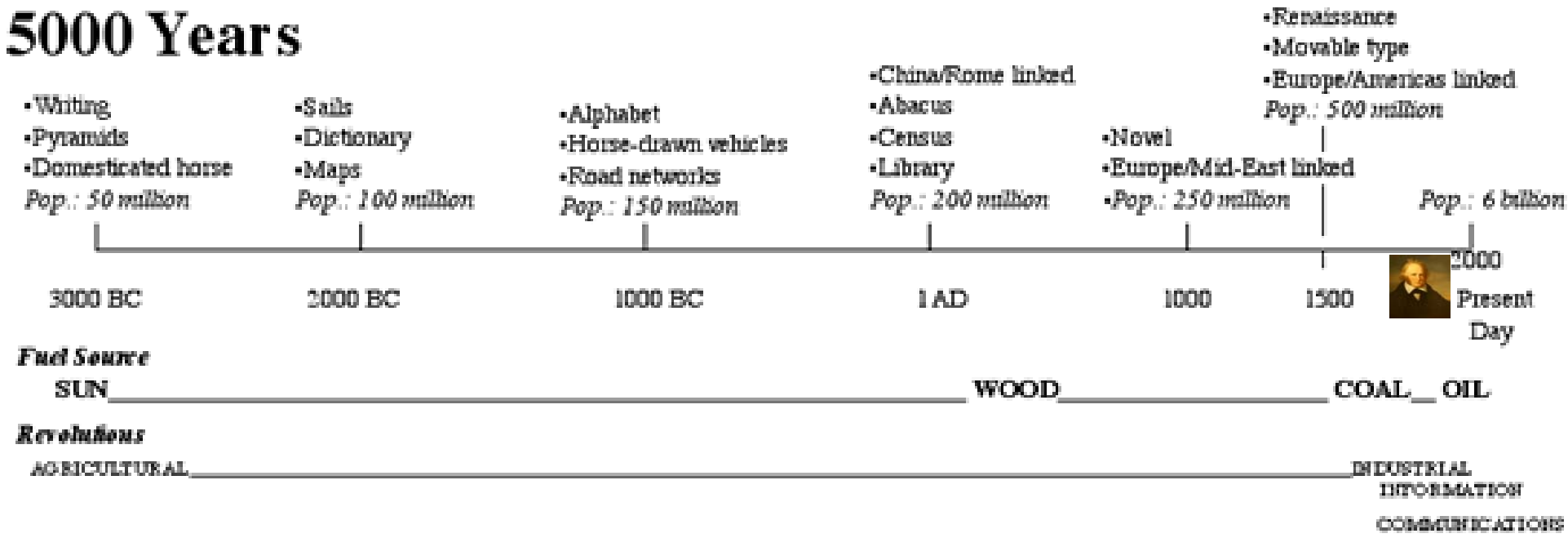
HURON COUNTY





“Tiger” Dunlop 1792-1848

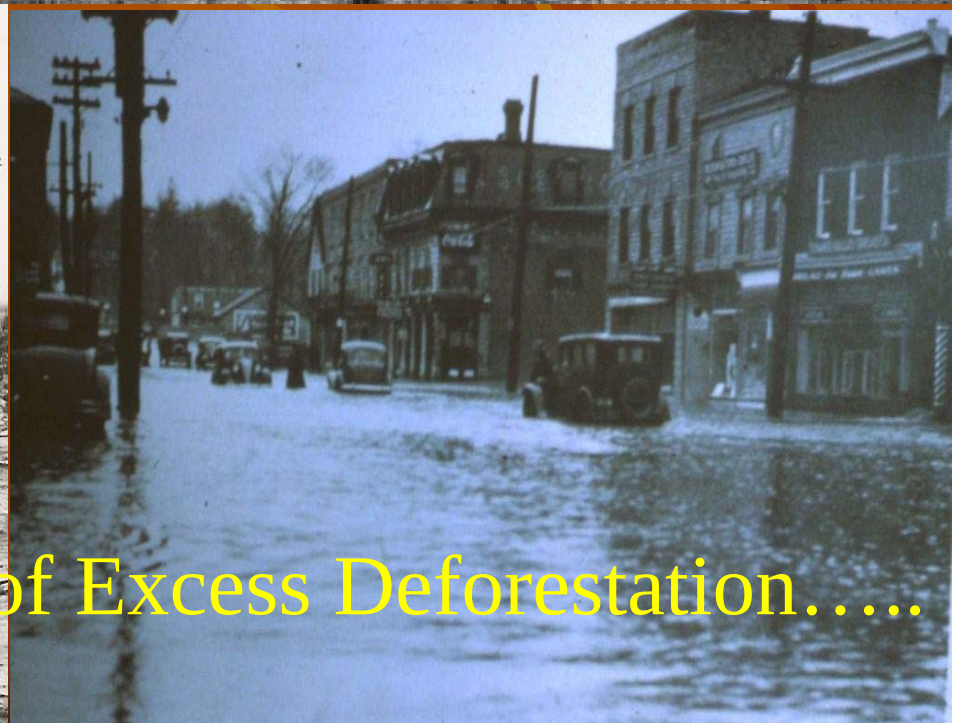
Human History Timeline: 5000 Years



If human history was condensed into one year, less than an hour has passed since the first settlers arrived in Huron County

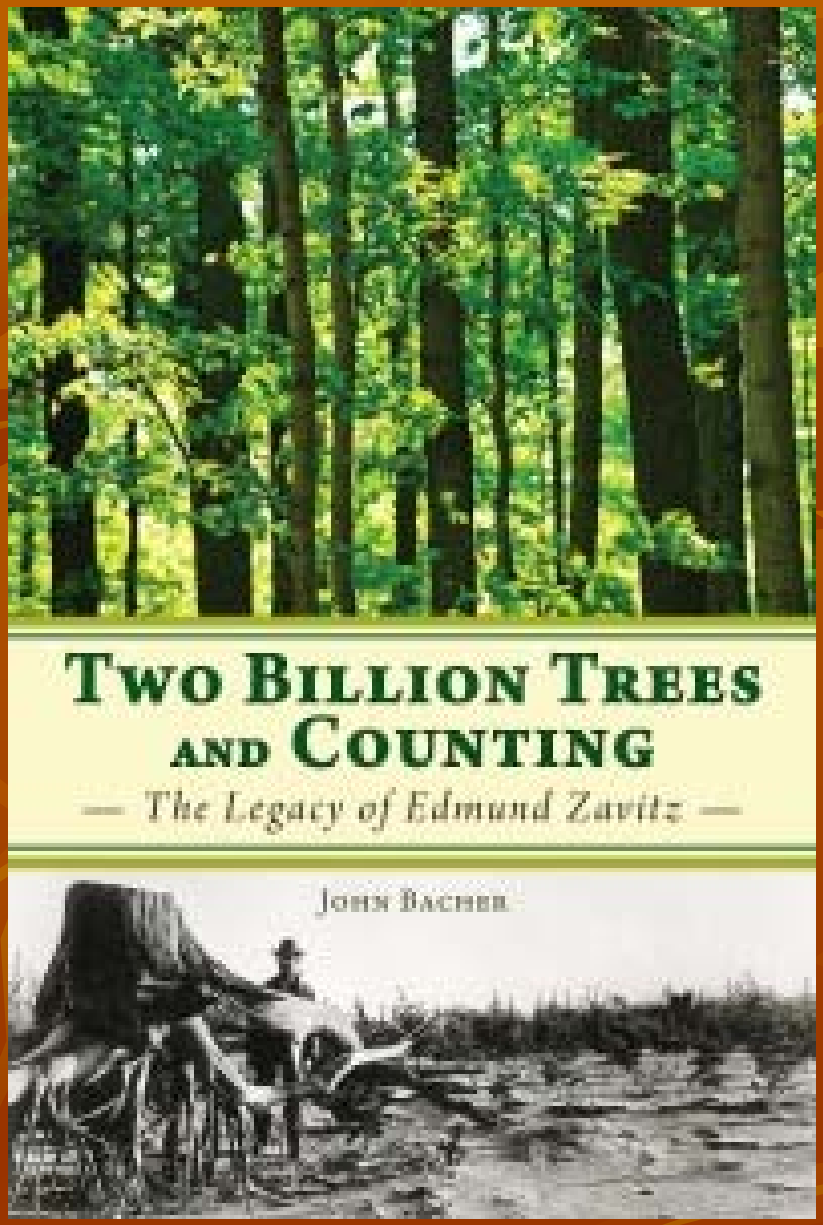
- The Pioneer Spirit –Early Logging Practices and Land Clearing

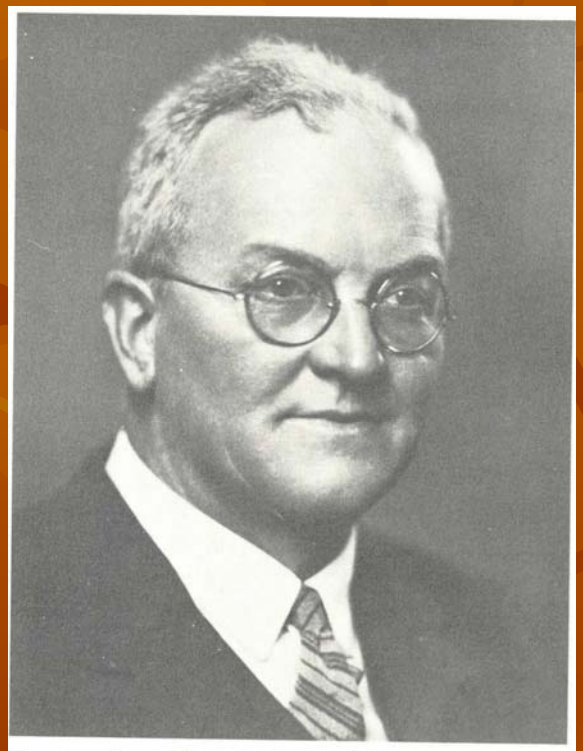
"Loading Logs" ca.1909 Reuben Sallows



- The Challenges of Excess Deforestation…..

The Huron “Wastelands”





Edmund John Zavitz, *father of forestry in Ontario. Deputy Minister of Forestry 1925-34, then Chief Forester until retirement in 1953*

FIXING THE PROBLEMS OF EXCESSIVE DEFORESTATION

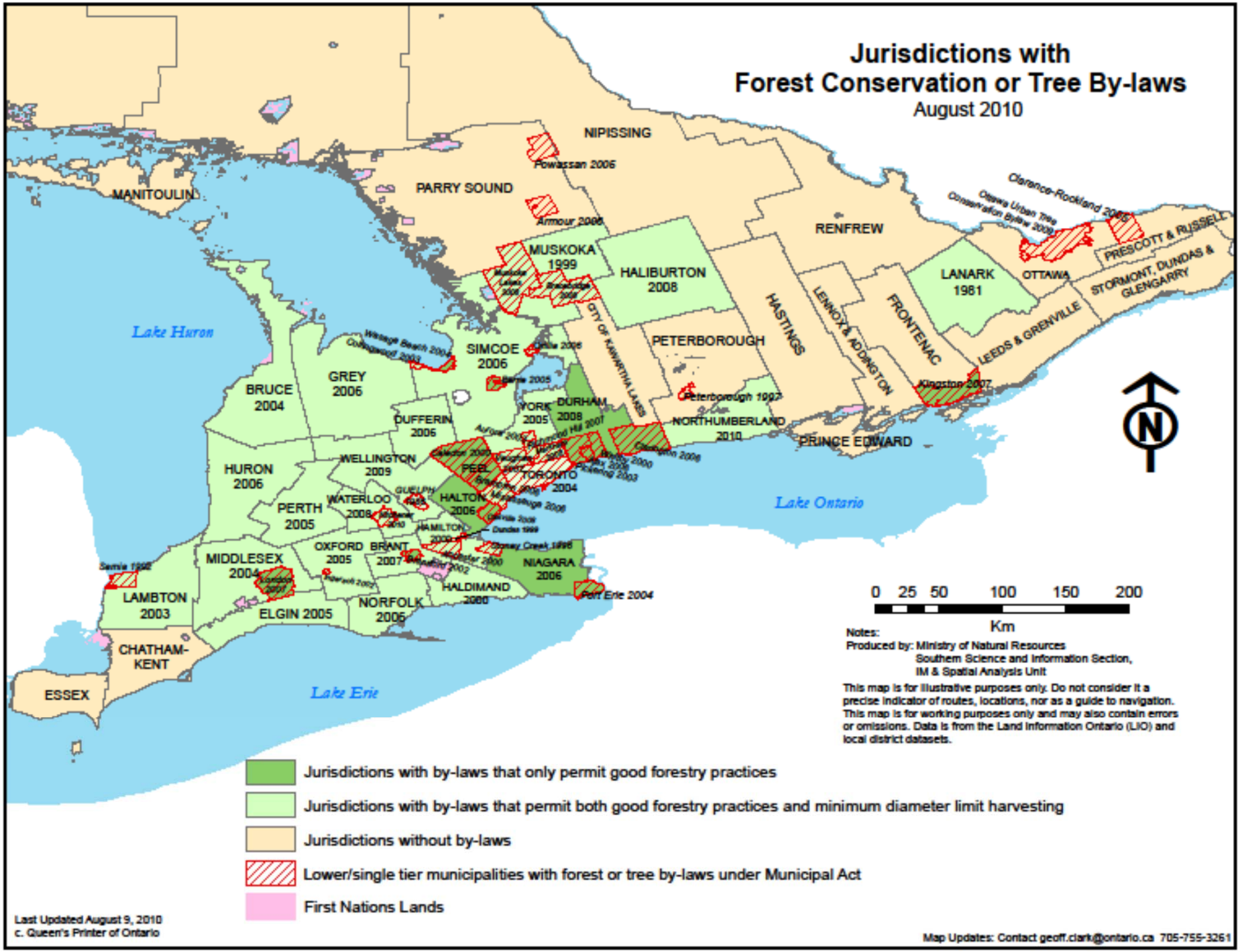
May 31, 1946 -Township Councils of Stephen, Hay and Stanley converge and tour “wasteland” sites with Zavitz, M.L.A. Hobbs Taylor and Minister of Lands and Forests

Recommendations of Zavitz and others lead to:

-Huron County’s first “Tree Bylaw” by 1947

-the development of Conservation Authorities including the ABCA

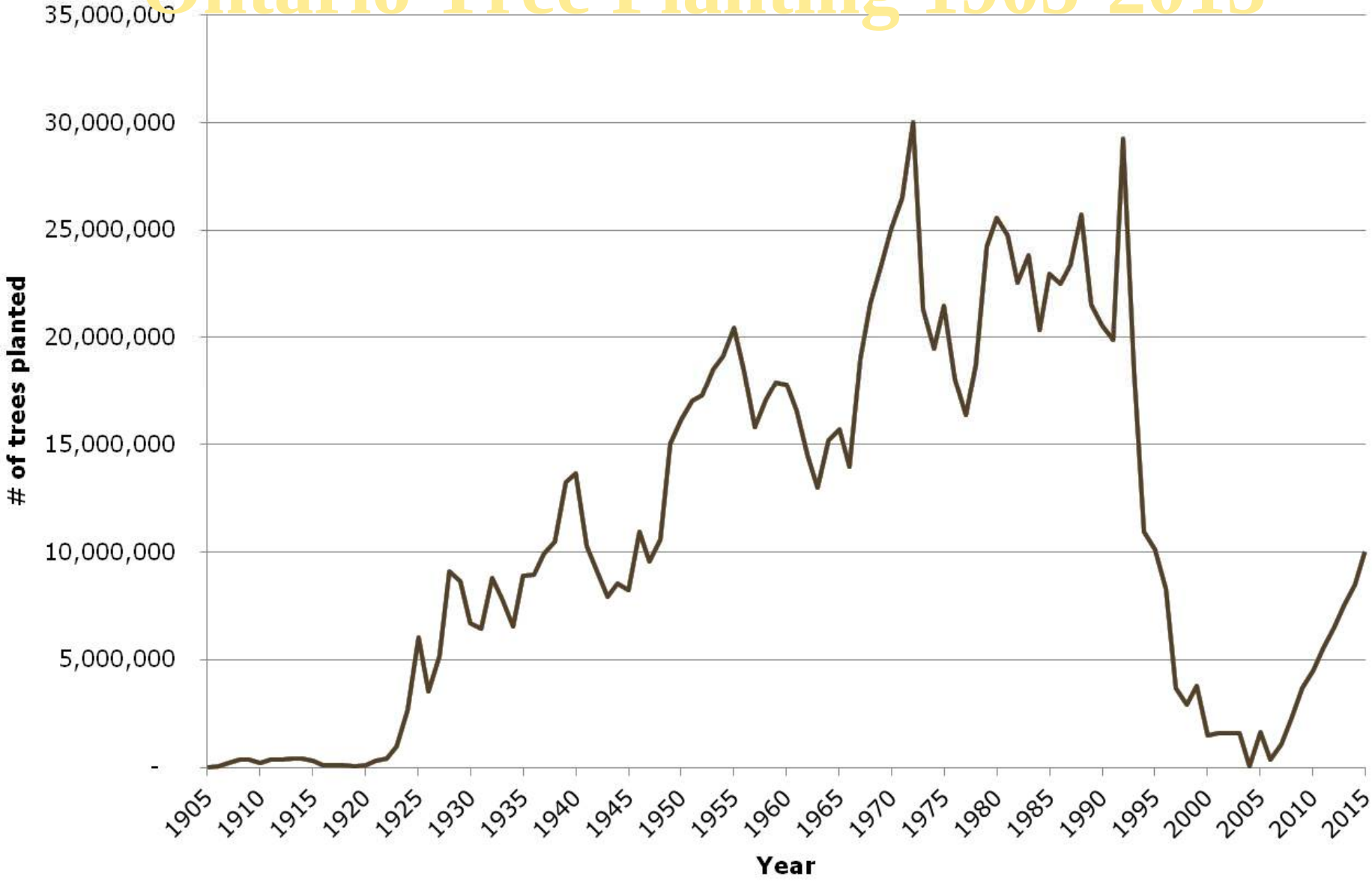
-a massive effort to reforest unproductive land in order to protect agriculture and water

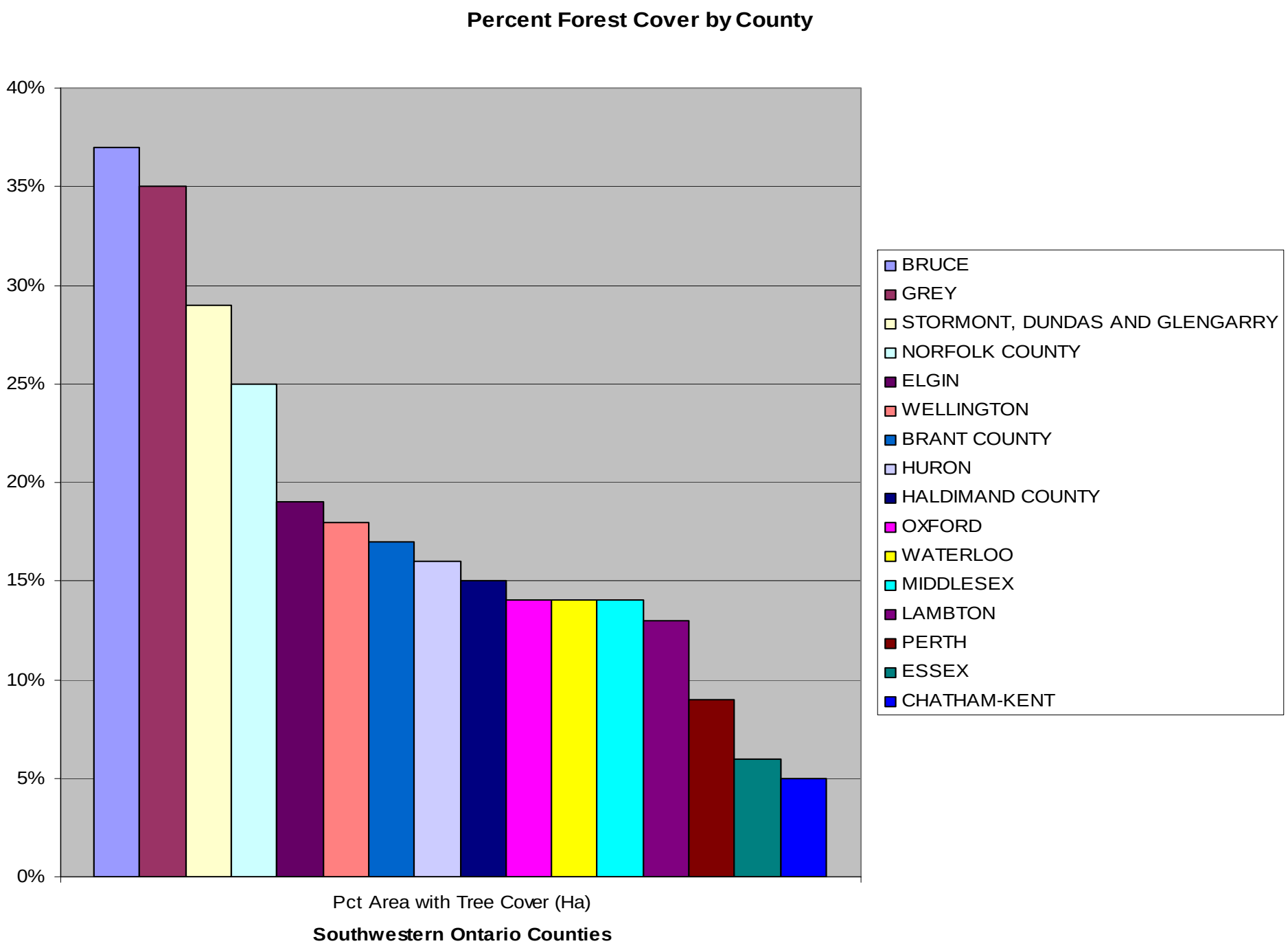

Jurisdictions with
Forest Conservation or Tree By-laws
August 2010
NIPISSING
Powassan 2006
PARRY SOUND
Armour 2006
MANITOULIN
MUSKOKA
1999
HALIBURTON
2008
RENFREW
Clarence-Rockland 2008
Ottawa Urban Tree Conservation Bylaw 2009
OTTAWA
PRESCOTT & RUSSELL
STORMONT, DUNDAS & GLENGARRY
LANARK
1981
LEEDS & GRENVILLE
FRONTENAC
Kingston 2007
LENNOX & ADDINGTON
HASTINGS
PETERBOROUGH
Peterborough 1997
CITY OF KAWARTHA LAKES
NORTHUMBERLAND
2010
PRINCE EDWARD
Lake Huron
SIMCOE
2006
Wasaga Beach 2004
Collingwood 2003
Barrie 2005
GREY
2006
BRUCE
2004
DUFFERIN
2006
YORK
2005
DURHAM
2008
Aurora 2003
Richmond Hill 2007
Caledon 2008
Brampton 2006
Pickering 2003
Clarington 2008
PEEL
TORONTO
2004
WELLINGTON
2009
HURON
2006
GUELPH
WATERLOO
2008
HALTON
2006
Milton 2008
Oakville 2008
Burlington 2008
Dundas 1999
PERTH
2005
HAMILTON
2000
Stoney Creek 1998
OXFORD
2005
BRANT
2007
Brantford 2002
Woodstock 2002
Paris 2002
NIAGARA
2006
Port Erie 2004
HALDIMAND
2000
MIDDLESEX
2004
Strathroy 2007
Sarnia 1992
LAMBTON
2003
ELGIN 2005
NORFOLK
2005
CHATHAM-KENT
ESSEX
Lake Ontario
Lake Erie
0 25 50 100 150 200
Km
Notes:
Produced by: Ministry of Natural Resources
Southern Science and Information Section,
IM & Spatial Analysis Unit
This map is for illustrative purposes only. Do not consider it a precise indicator of routes, locations, nor as a guide to navigation. This map is for working purposes only and may also contain errors or omissions. Data is from the Land Information Ontario (LIO) and local district datasets.
Jurisdictions with by-laws that only permit good forestry practices
Jurisdictions with by-laws that permit both good forestry practices and minimum diameter limit harvesting
Jurisdictions without by-laws
Lower/single tier municipalities with forest or tree by-laws under Municipal Act
First Nations Lands
Last Updated August 9, 2010
c. Queen's Printer of Ontario
Map Updates: Contact geoff.clark@ontario.ca 705-755-3261

- Robertson Tract – Auburn - 1959

HURON COUNTY FORESTS
TAYLOR TRACT (13)
STEVENSON TRACT (11)
REDMOND TRACT (7)
O'CONNOR TRACT (5)
RODGERS TRACT (9)
STINGEL TRACT (12)
MORELAND TRACT (4)
SHEPPARDTON TRACT (10)
ROBERTSON TRACT (8)
ADAMS TRACT (1)
COLLINS TRACT (2)
HAY'S TRACT (3)
REA TRACT (6)
N
W
E
S
1:125,000
0
5
10
20
Kilometers
Legend
Municipal/Township Boundaries
Old Ward Boundaries
Huron County Tracts
Huron County Wooded Areas

Ontario Tree Planting 1905-2015




Percent Forest Cover by County
40%
35%
30%
25%
20%
15%
10%
5%
0%
Pct Area with Tree Cover (Ha)
Southwestern Ontario Counties
BRUCE
GREY
STORMONT, DUNDAS AND GLENGARRY
NORFOLK COUNTY
ELGIN
WELLINGTON
BRANT COUNTY
HURON
HALDIMAND COUNTY
OXFORD
WATERLOO
MIDDLESEX
LAMBTON
PERTH
ESSEX
CHATHAM-KENT

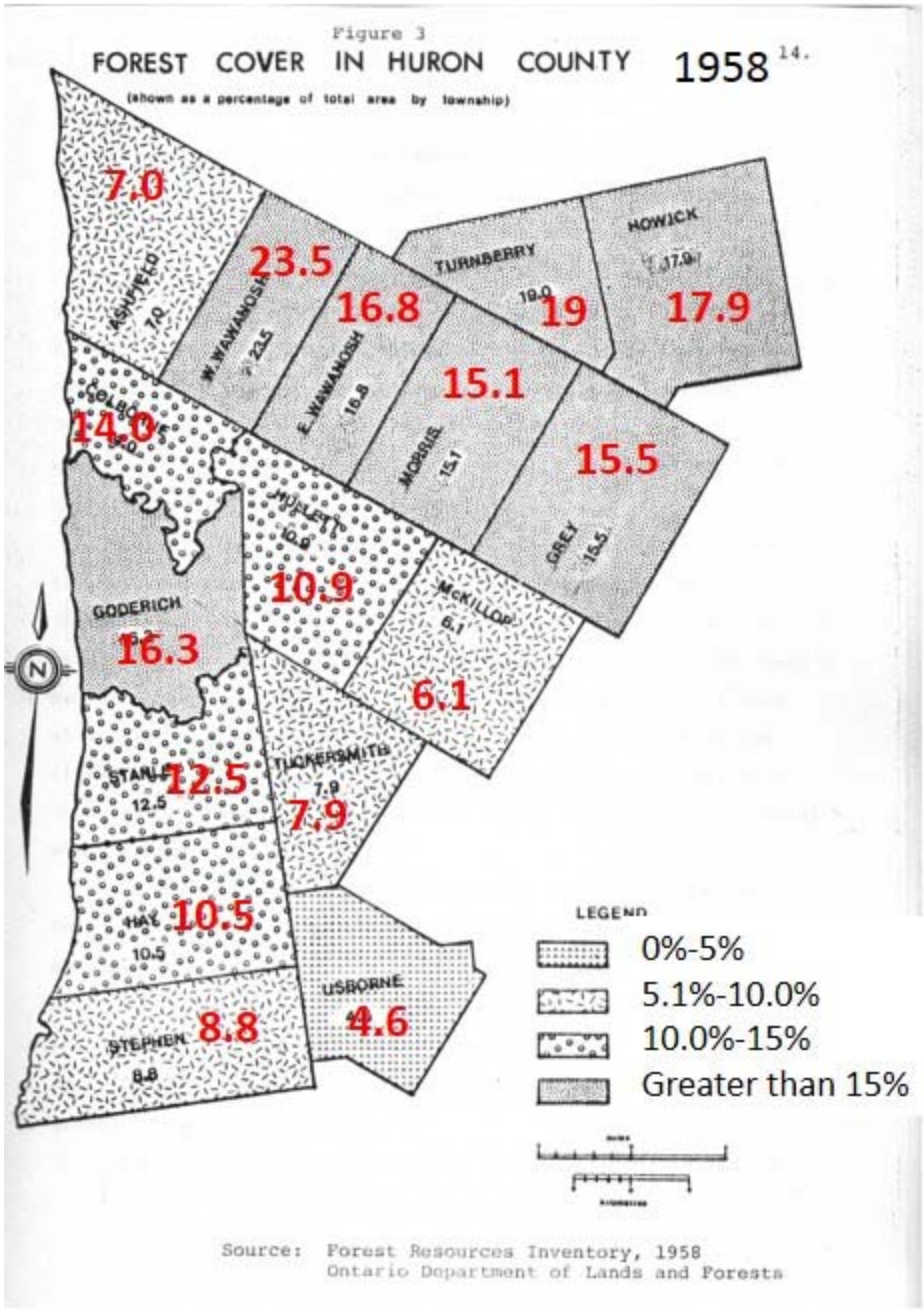
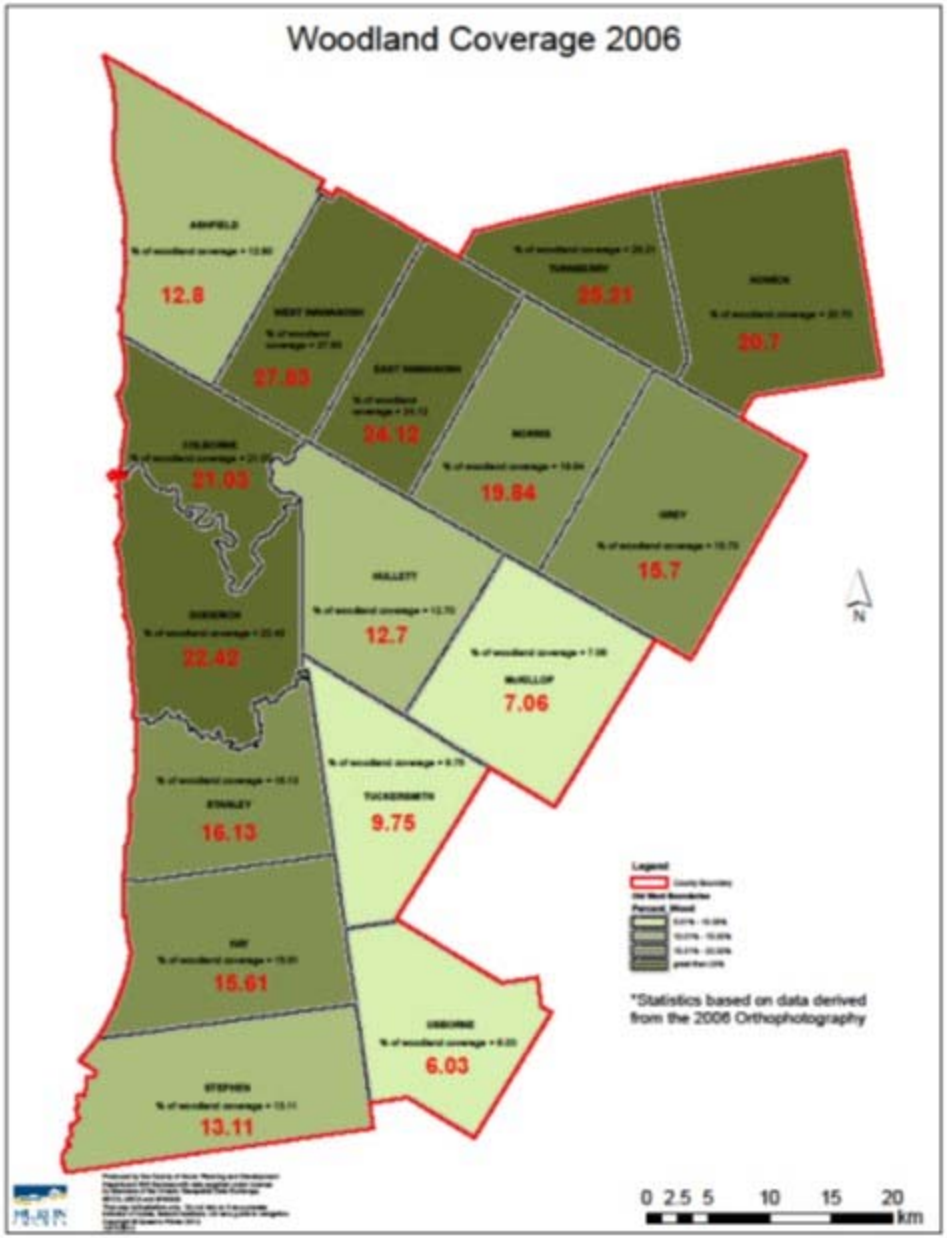


Figure 3
FOREST COVER IN HURON COUNTY 1958 14.
(shown as a percentage of total area by township)
7.0
ASHFIELD
7.0
23.5
W. WAWANOSH
22.5
16.8
E. WAWANOSH
16.8
TURNBERRY
19.0
19
HOWICK
17.9
17.9
15.1
MORRIS
15.1
15.5
GREY
15.5
14.0
SOLMES
14.0
HULLETT
10.9
10.9
McKILLOP
6.1
6.1
GODERICH
16.3
16.3
STANLEY
12.5
12.5
TUCKERSMITH
7.9
7.9
HAY
10.5
10.5
USBORNE
4.6
STEPHEN
8.8
8.8
N
LEGEND
0%-5%
5.1%-10.0%
10.0%-15%
Greater than 15%
Source: Forest Resources Inventory, 1958
Ontario Department of Lands and Forests


Woodland Coverage 2006
12.8
27.83
24.12
25.21
20.7
21.03
19.84
15.7
22.42
12.7
7.06
16.13
9.75
15.61
6.03
13.11
N
Legend
*Statistics based on data derived from the 2006 Orthophotography
0 2.5 5 10 15 20
km

Maintaining and Increasing S.H. Forest Cover and Tree Canopy

- Protect what we've already got
- Promote the use of Good Forestry Practices in woodlots and woodlands
- Promote the benefits of windbreaks and riparian plantings
- Add diversity for more resilience
- Celebrate heritage trees and urban tree canopy
- More trees and less mowing?....U.S. stats!

Protecting What We've Got

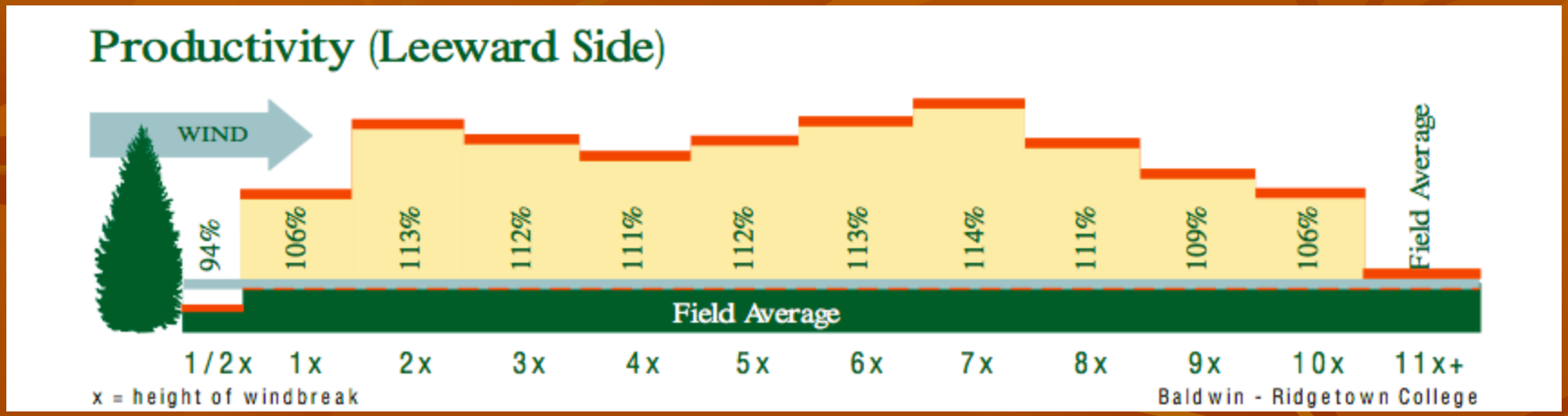
- Maintain County and Township Woodlot/Woodland Bylaws
- Shoreline tree protection?
- Urban tree policies?

Using Good Forestry Practices To Improve and Manage Woodlands

Taking Advantage of Existing Programs and Services…Huron Clean Water Project

- County Landowners, ABCA, MVCA,
- Huron County, Huron Stewardship Council

Promote Benefits of Windbreaks/Fencerows



Crop Yield!!
Erosion Control
Reduce Pesticide Drift
Pollinators/Natural Predators

Adding Biodiversity With Species Selection and Assisted Migration

Sycamore

Hackberry

Red Oak

Tulip

Shagbark Hickory

Schumard Oak

Renewing the Pioneer Spirit to “Reforest” and
“Renew” the Tree Canopy

RETREET AMERICA

Corporation of the Municipality of South Huron

Minutes for the Regular Council Meeting

Monday, April 16, 2018, 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
	Sandy Becker, Financial Services Manager/Treasurer
	Don Giberson, Environmental Services Director
	Sarah Smith, Huron County Planner
	Rebekah Msuya-Collison, Clerk

1. Meeting Called To Order

Mayor Cole called the meeting to order at 6:00.

2. Public Meeting

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

Motion: 172-2018
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 Huron Clean Water Project - Kate Monk, Stewardship, Land and Education Manager

Kate Monk, Stewardship, Land and Education Manager for the Ausable Bayfield Conservation Authority provided a presentation with highlights of programs and projects completed and noted 30 projects specifically in South Huron. She credits the success of the programs to the partnership between the County, landowners and Conservation Authorities and spoke of cost-share programs that improve and protect water quality.

Mayor Cole thanked Ms. Monk for her report.

Motion: 173-2018
Moved: D. Frayne
Seconded: T. Tomes

That South Huron Council receives the delegation as presented from the ABCA Huron County Clean Water Project by Kate Monk, Stewardship, Land and Education Manager.

Disposition: Carried

6. Minutes

6.1 Minutes of the Regular Council Meeting of April 3, 2018

Mayor Cole updated Council on the high school request to use the recreation centre for the mental health awareness event and Huron Country Playhouse regarding possible municipal night opportunities.

Mayor Cole advised that the proposed Civic night offering "King and Queens of Country" would be held on June 21, 2018. She requested council consider the information on both events and provide direction.

Motion: 174-2018
Moved: M. Vaughan
Seconded: T. Tomes

That South Huron Council adopts the minutes of the Regular Council Meeting of April 3, 2018 as printed and circulated.

Disposition: Carried

6.2 Minutes of the Public Meeting of April 3, 2018

Motion: 175-2018
Moved: M. Vaughan
Seconded: T. Oke

That South Huron Council adopts the minutes of the Public Meeting of April 3, 2018 as printed and circulated.

Disposition: Carried

6.3 Minutes of the Committee of Adjustment Meeting of April 3, 2018

Councillor DeLuca commented on item 3 of the Committee of Adjustment minutes and requested the minutes note that Mayor Cole confirmed that she is voting on the resolution to pass the Committee of Adjustment minutes.

Motion: 176-2018
Moved: M. Vaughan
Seconded: D. Frayne

That South Huron Council adopts the minutes of the Committee of Adjustment Meeting of April 3, 2018 as printed and circulated.

Disposition: Carried

6.4 Minutes of the Committee of the Whole Meeting of April 4, 2018

Motion: 177-2018
Moved: T. Oke
Seconded: C. Hebert

That South Huron Council adopts the minutes of the Committee of the Whole Meeting of April 4, 2018 as printed and circulated.

Disposition: Carried

7. <u>Councillor Board and Committee Reports</u>

7.1 Minutes of Communities in Bloom Meeting of March 7, 2018

7.2 Minutes of Police Services Board Meeting of March 13, 2018

7.3 Minutes of Heritage Advisory Committee of January 11, 2018

Council discussed the letter of support.

Motion: 178-2018
Moved: W. DeLuca
Seconded: T. Oke

That South Huron Council accept the recommendation of the Municipal Heritage Advisory Committee that the Municipal Heritage Committee provide a letter of support for the Community Heritage Ontario recommendations to the Federal government related to heritage preservation, in particular recommendation No. 11 that a tax credit be established for the restoration and preservation of buildings listed on the Canadian Register of Historic Places; and

That a copy of this letter of support be provided to M.P. Ben Lobb; and

That the Committee recommends to South Huron Council also provide a letter of support for the Community Heritage Ontario recommendations.

Disposition: Carried

7.4 Heritage Advisory Committee - Motions brought forward from April 11, 2018 Meeting

Council discussed in detail Mr. Moore's request to designate 296 William Street, Exeter Ontario as a heritage property under the Ontario Heritage Act.

Council directed Administration prepare a report regarding the heritage designation process including proper purpose, criteria and authority to change designation in the future.

Council discussed the Heritage Advisory Committee recommendation regarding the removal of the fence. Council asked to be given a copy of the letter and directed Administration to prepare a report on the fence removal be brought back to Council.

Council discussed the communication process between Committees of Council and governance versus policy and directed Administration to prepare a report that outlines best practices.

Councillor DeLuca updated Council on the list of contents to be included in the Time Capsule project and advised it is almost ready and will be brought to Council for approval.

Moved: W. DeLuca
Seconded: D. Frayne
That South Huron Council accept the recommendation of the Heritage Advisory Committee that whereas Mr. Moore, owner of 296 William Street, Exeter ON has requested his home be designated as a heritage property under the Ontario Heritage Act; Be it resolved that the Heritage Advisory Committee recommend that Council approve the homeowner's request for heritage designation.

Motion: 179-2018
Moved: T. Oke
Seconded: D. Frayne

That South Huron Council defer the Municipal Heritage Committee recommendation to designate 296 William Street, Exeter Ontario as a heritage property under the Ontario Heritage Act.

Disposition: Carried

Moved: C. Hebert
Seconded: W. DeLuca
That South Huron Council accept the recommendation from the Heritage Advisory Committee that whereas the Exeter Cemetery fence has been removed without consultation with the Heritage Advisory Committee or the community; Be it resolved that a report outlining the history and reasons for removal of fence be forwarded to the Heritage Advisory Committee.

Motion: 180-2018
Moved: W. DeLuca
Seconded: C. Hebert

That South Huron Council move to defer the Municipal Heritage Committee recommendation for a report outlining the history and reasons for removal of fence.

7.5 Minutes of Exeter Business Improvement Committee of February 13, 2018 and AGM meeting of March 6, 2018

Council discussed the Earth Day celebration to be held on April 20th, tree sale, tree enhancement programs and the Communities in Bloom pamphlet.

Motion: 181-2018
Moved: T. Oke
Seconded: D. Frayne

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

- **Communities in Bloom meeting of March 7, 2018;**
- **Police Services Board meeting of March 13, 2018;**
- **Heritage Advisory Committee meeting of January 11, 2018; and**
- **Exeter BIA minutes of February 13, 2018 and AGM of March 6, 2018.**

Disposition: Carried

8. Staff Reports

8.1 Planning

8.1.1 S. Smith, Huron County Planner - Severance Application B04-2018 (Brinke)

Motion: 182-2018
Moved: T. Oke
Seconded: W. DeLuca

That South Huron Council recommends to Huron County Council that Consent for file B04-2018 be granted with conditions as set out in the Planner's report dated April 6, 2018.

Disposition: Carried

8.1.2 S. Smith, Huron County Planner - Severance Application C13-2018 (Veri)

S. Smith advised that correspondence has been received from the applicant's legal counsel confirming that the pump will no longer be

operating after severance and that the existing easement will continue to be recognized.

Motion: 183-2018
Moved: T. Tomes
Seconded: D. Frayne

That South Huron Council recommends to Huron County Council that Consent for file C13-2018 be granted with conditions as set out in the Planner's report dated April 6, 2018.

Disposition: Carried

8.1.3 S. Smith, Huron County Planner - Severance Application C14-2018 (Hayter)

Motion: 184-2018
Moved: M. Vaughan
Seconded: C. Hebert

That South Huron Council recommends to Huron County Council that Consent for file C14-2018 be granted with conditions as set out in the Planner's report dated April 6, 2018.

Disposition: Carried

8.1.4 S. Smith, Huron County Planner - New South Huron Comprehensive Zoning By-Law

Planner Smith presented her report on the new comprehensive Zoning By-law for the Municipality. She confirmed that amendments will still be made and this is a working version. Ms. Smith provided a draft schedule for the remainder of this project process, including the upcoming open house. Mayor Cole thanked Planner Smith for all her work on the Comprehensive Zoning By-Law.

Council agreed to set up a Committee of the Whole meeting to review the draft by-law before the May 10, 2018 Open House.

Motion: 185-2018
Moved: D. Frayne
Seconded: T. Tomes

That South Huron Council receive the draft South Huron Comprehensive Zoning By-law for information and direct staff to proceed with public consultation on the draft document.

Disposition: Carried

8.1.5 S. Smith, Huron County Planner - Natural Heritage Strategy Update

Planner Smith provided an update on the draft Huron Natural Heritage Plan.

Motion: 186-2018
Moved: C. Hebert
Seconded: T. Oke

That South Huron Council receive the update on the Natural Heritage Strategy as prepared by the Huron County Planning Department for information only.

Disposition: Carried

8.2 Financial Services

8.2.1 S. Becker, Financial Services Manager/Treasurer- 2018 Council expenses as of March 31, 2018

Council discussed individual and council expenses and the approval process and decided that this is a discussion for the Committee of the Whole. Mayor Cole called point of order and stated the discussion was of past policy and then called the question.

Motion: 187-2018
Moved: D. Frayne
Seconded: T. Oke

That South Huron Council receives the report from S.Becker, Financial Services Manager/Treasurer re: 2018 Council Expenses as of March 31, 2018.

Disposition: Carried

8.2.2 S. Becker, Financial Services Manager/Treasurer- 2018 First Quarter Operating Variance Report

Motion: 188-2018
Moved: T. Oke
Seconded: T. Tomes

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2018 First Quarter Operating Variance Report for information only.

Disposition: Carried

8.2.3 S. Becker, Financial Services Manager/Treasurer- 2018 Capital Progress Report - March

Motion: 189-2018
Moved: D. Frayne
Seconded: C. Hebert

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2018 Capital Progress Report - March completed as of March 31, 2018 for information only.

Disposition: Carried

8.2.4 S. Becker, Financial Services Director - Funding – Exeter & District Outdoor Pool

Motion: 190-2018
Moved: W. DeLuca
Seconded: M. Vaughan

That South Huron Council receives the report from S.Becker, Financial Services Manager/Treasurer re: Funding-Exeter & District Outdoor Pool Project.

Disposition: Carried

Councillor Hebert advised that a meeting will be called for the Community Development Fund Committee within the next couple of weeks.

8.3 Environmental Services

8.3.1 D. Giberson, ESD Director - Tender Results for Huron Street Reconstruction (Edward to East town limit)

Motion: 191-2018
Moved: W. DeLuca
Seconded: T. Oke

That South Huron Council receive the report from Don Giberson, ESD Director RE: Tender Results for Huron Street Reconstruction (Edward to East town limit); and

That South Huron Council accept the tender received from the low bidder Birnam Excavating Inc. and authorize the award of a contract for Huron Street Reconstruction (Edward to East town limit) in the amount of $2,187,439.37 (including HST).

Disposition: Carried

8.3.2 D. Giberson, ESD Director - Mollard Line Culvert Structure #1056 – Estimated Engineering Costs

ESD Director Giberson presented this report as a follow up from the previous council meeting to provide estimates and a timeline for the project. He advised that a budget amendment will be required for the project and will be brought forward for Council consideration at the next Council meeting.

Motion: 192-2018
Moved: C. Hebert
Seconded: D. Frayne

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Mollard Line Culvert Structure #1056 – Estimated Engineering Costs.

Disposition: Carried

8.4 Transportation Services

8.5 Community Services

8.6 Development Services

8.6.1 D. McNab, Development Services Manager/CBO - Q1 Building and Planning Activity Report

Motion: 193-2018
Moved: T. Oke
Seconded: C. Hebert

That South Huron Council receives the report from D. McNab, Development Services Manager re: Q1 Building and Planning Activity from January 1, 2018 to March 31, 2018 for information only.

Disposition: Carried

8.7 Emergency Services

8.8 Corporate Services

8.8.1 R. Msuya-Collison, Clerk - Allen Municipal Drain 2018 Tender

Motion: 194-2018
Moved: C. Hebert
Seconded: T. Tomes

That South Huron Council receive the report from R. Msuya-Collison, re Allen Municipal Drain 2018 Tender; and

That South Huron Council award the tender for construction of the Allen Municipal Drain 2018 Tender to A.G. Hayter Contracting Limited, in the amount of $44,127.00 , plus HST following the exhaustion of all appeals and third and final reading to authorizing by-law 26-2018.

Disposition: Carried

8.8.2 R. Msuya-Collison, Clerk - Khiva Municipal Drain 2018 Tender

Motion: 195-2018
Moved: D. Frayne
Seconded: T. Oke

That South Huron Council receive the report from R. Msuya-Collison, re Khiva Municipal Drain 2018 Tender; and

That South Huron Council award the tender for construction of the Khiva Municipal Drain 2018 Tender to Robinson Farm Drainage, in the amount of $81,560.00, plus HST following the exhaustion of all appeals and third and final reading to authorizing by-law 28-2018.

Disposition: Carried

8.8.3 R. Msuya-Collison, Clerk - Ford-Neeb Municipal Drain 2018 Tender

Motion: 196-2018
Moved: C. Hebert
Seconded: W. DeLuca

That South Huron Council receive the report from R. Msuya-Collison, re Ford-Neeb Municipal Drain 2018 Tender; and

That South Huron Council award the tender for construction of the Ford-Neeb Municipal Drain 2018 Tender to A.G. Hayter Contracting Ltd., in the amount of $71,117.50, plus HST following the exhaustion of all appeals and third and final reading to authorizing by-law 27-2018.

Disposition: Carried

8.8.4 R. Msuya-Collison, Clerk - Rowe-Rasenberg Municipal Drain 2018 Tender

Motion: 197-2018
Moved: M. Vaughan
Seconded: T. Oke

That South Huron Council receive the report from R. Msuya-Collison, re Rowe-Rasenberg Municipal Drain 2018 Tender; and

That South Huron Council award the tender for construction of the Rowe-Rasenberg Municipal Drain 2018 Tender to Van Bree Drainage and Bulldozing Ltd., in the amount of $85,400.00, plus HST following the exhaustion of all appeals and third and final reading to authorizing by-law 29-2018.

Disposition: Carried

8.8.5 R. Msuya-Collison, Clerk - Rules and Procedures Municipal Election Resources

Motion: 198-2018
Moved: D. Frayne
Seconded: T. Oke

That South Huron Council receive the recommendation from R. Msuya-Collison, Clerk; and

That South Huron Council accept the Rules and Procedures regarding use of municipal resources as presented.

Disposition: Carried

8.9 Administration

9. Deferred Business

10. Notices of Motion

10.1 Notice of Motion

Mayor Cole left the chair at 7:36 p.m. and Deputy Mayor Frayne took the chair.

Council discussed the motion in detail. Mayor Cole requested a recorded vote.

Motion: 199-2018
Moved: M. Cole
Seconded: M. Vaughan

Whereas South Huron Committee of the Whole recommended that the Exeter District Outdoor Pool project be paid from the Wind Turbine Reserve and be debt financed for 5 years (2018-2022

inclusive) to be recovered from wind turbine income, and whereas the South Huron Community Hub/ Rec Centre is expected to begin to have capital costs related to it by July 2019; and whereas South Huron Council has committed 7.5 Million towards the project,

That South Huron Council request a report to consider securing long term debt for both projects in 2018 of 10 Million, for a 20-25 year term, recovering, from wind turbine income of $200,000 per year for the term of the debt.

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	**1**	**6**	**0**

Disposition: Defeated (1 to 6)

10.2 Notice of Motion

Motion: 200-2018
Moved: M. Cole
Seconded: M. Vaughan

Whereas the Municipality of South Huron was unsuccessful for 2017 OCIF Top up grant for Huron St.; and whereas the sewer Capital Replacement reserve is being used to finance the shortfall;

That a request be made to the Exeter Community Development Fund, to transfer all of its remaining funds to the Sewer Replacement Reserve.

Disposition: Carried

11. Mayor & Councillor Comments and Announcements

Deputy Mayor Frayne updated Council on the Jones Bridge project.

Councillor Hebert advised he attended the Home and Leisure show on the Friday and it was well attended. He advised that the Community in Bloom judges will be in South Huron from July 24 to July26th. He mentioned the upcoming earth day event at the Parkette on Friday and the upcoming tree sale on April 28. He advised he attended the conservation dinner last Thursday which was also attended by Mayor Cole, Deputy Mayor Frayne and Councillor Vaughan.

Councillor Oke updated Council on the Project Steering Committee meeting.

Mayor Cole advised that Committee of the Whole dates were sent out by doodle poll. She commented on the process for petitions and letters needing to go to council first before committees.

CAO Best introduced Mr. Scott Currie, South Huron Communications and Strategic Initiatives Officer.

12. Communications

12.1 Ministry of Citizenship - Lincoln M. Alexander Award

Council directed this award nomination information be placed in the hub

12.2 MOECC - Regulatory Decisions - Clean Water Act

12.3 AMO Policy Update - One-Third Tax Free Exemption

12.4 AMO Policy Update - 2018 Provincial Budget

12.5 2018 AMO Conference Municipal Delegations

CAO Best advised he will bring a listing overview to the next council meeting for council consideration. He commented that there may be opportunities to collaborate with the County as upper tier support proves beneficial in delegations.

12.6 Huron Residential Hospice - Grand Opening & Hike

12.7 ABCA - Letter of Support Request - Jones Bridge Pedestrian Trail Bridge

Council directed Administration to provide the letter of support and include the letter in the next council agenda package.

12.8 Lake Huron Centre for Coastal Conservation - Invitation to Gala on May 10, 2018

Councillor Vaughan advised that she is attending the Gala.

12.9 HMA - Invitation to the Annual General Meeting on May 17, 2018

Deputy Mayor Frayne advised that he will be attending the AGM.

12.10 Opportunities Newsletter Spring 2018 - Kirkton Pool Project

Council directed staff to place this information in the Hub.

12.11 Township of Madawaska Valley - Asset Management Planning

Motion: 201-2018
Moved: C. Hebert
Seconded: T. Oke

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

Disposition: Carried

13. Closed Session

14. Report From Closed Session

15. By-Laws

16. Confirming By-Law

16.1 By-Law No. 38-2018 – Confirming By-Law

Motion: 202-2018
Moved: W. DeLuca
Seconded: M. Vaughan

That the South Huron Council gives first, second and third and final reading to By-Law #38-2018, being a by-law to confirm matters addressed at the April 16, 2018 Council meeting.

Disposition: Carried

17. Adjournment

Motion: 203-2018
Moved: D. Frayne
Seconded: T. Tomes

That South Huron Council hereby adjourns at 8:23 p.m., to meet again on May 7, 2018 at 6:00 p.m. or at the Call of the Chair.

Disposition: Carried

_____	_____
Maureen Cole, Mayor	Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Minutes - Court of Revision Allen Municipal Drain 2018

Monday, April 16, 2018, 5:00 p.m.
Council Chambers - Olde Town Hall

Member Regrets: Maureen Cole - Member
Dave Frayne - Chair
Ted Oke - Member
Staff Present: Rebekah Msuya-Collison, Clerk

1. Meeting Call to Order

Chair Frayne welcomed everyone to the meeting and advised that the purpose of the Court of Revision under the Drainage Act for the Allen Municipal Drain 2018 was to hear and make decisions on the appeals to the Engineer's Report, dated February 20, 2018. Chair Frayne introduced the members of the Court of Revision and called the meeting to order at 5:02 p.m.

Motion: CR1-2018
Moved: T. Oke
Seconded: M. Cole

That the Court of Revision for the Allen Municipal Drain 2018 hereby convenes at 5:02 p.m.

Disposition:Carried

2. Disclosure of pecuniary Interest and the General Nature Thereof

None.

3. Allen Municipal Drain 2018

3.1 Comments

3.1.1 ABCA - David Heinbuck, Lands and Water Technologist

Correspondence from Ausable Bayfield Conservation Authority dated March 22, 2018 was received and attached to the agenda and noted no concerns with the scope of the work as presented.

3.2 Appeals

Chair Frayne reviewed the procedures for the Court of Revision and advised that the purpose of the Court of Revision is to hear written appeals regarding the schedule of assessment only. The Court of Revision has no authority to change the Engineer's Report in any way. The Schedule of Assessment may be altered, but the total must remain the same. If one assessment is reduced than the other assessments must be increased to balance. He advised that if the property owners are not satisfied with assessments they can appeal to the drainage tribunal.

Chair Frayne asked Clerk R. Msuya-Collison to read out any written appeals received from assessed landowners who wish to appeal their assessment.

There were no written or late appeals received at meeting time.

3.3 Questions Raised by Members

Chair Frayne opened the floor to the members of the Court of Revision. There were no questions raised by members.

3.4 Questions Raised by Landowners

Chair Frayne opened the floor to Landowners of the Court of Revision. There were no questions raised by landowners.

4. Decision

Motion: CR2-2018
Moved: T. Oke
Seconded: M. Cole

That the Court of Revision for the Allen Municipal Drain 2018 adopt the Schedule of Assessment as presented by the Engineer in the report dated February 20, 2018.

Disposition:Carried

5. Adjourn

Motion: CR3-2018
Moved: T. Oke
Seconded: M. Cole

That the Court of Revision now closes at 5:05 p.m.

Disposition:Carried

Dave Frayne, Chair	Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Minutes - Court of Revision – Ford-Neeb Municipal Drain 2018

Monday, April 16, 2018, 5:00 p.m.
Council Chambers - Olde Town Hall

Members Present: Maureen Cole - Member
Dave Frayne - Chair
Ted Oke - Member
Staff Present: Rebekah Msuya-Collison, Clerk

1. Meeting Call to Order

Chair Frayne welcomed everyone to the meeting and advised that the purpose of the Court of Revision under the Drainage Act for the Ford-Neeb Municipal Drain 2018 was to hear and make decisions on the appeals to the Engineer's Report, dated February 20, 2018. Chair Frayne introduced the members of the Court of Revision and called the meeting to order at 5:08 p.m.

Motion: CR4-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Ford-Neeb Municipal Drain 2018 hereby convenes at 5:08 p.m.

Disposition:Carried

2. Disclosure of pecuniary Interest and the General Nature Thereof

None.

3. Ford-Neeb Municipal Drain 2018

3.1 Comments

3.1.1 ABCA - David Heinbuck - Lands and Water Technologist

Correspondence from Ausable Bayfield Conservation Authority dated March 22, 2018 was received and attached to the agenda and noted no concerns with the scope of the work as presented.

3.2 Appeals

Chair Frayne reviewed the procedures for the Court of Revision and advised that the purpose of the Court of Revision is to hear written appeals regarding the schedule of assessment only. The Court of Revision has no authority to change the Engineer's Report in any way. The Schedule of Assessment may be altered, but the total must remain the same. If one assessment is reduced than the other assessments must be increased to balance. He advised that if the property owners are not satisfied with assessments they can appeal to the drainage tribunal.

Chair Frayne asked Clerk R. Msuya-Collison to read out any written appeals received from assessed landowners who wish to appeal their assessment.

There were no written or late appeals received at meeting time.

3.3 Questions Raised by Members

Chair Frayne opened the floor to the members of the Court of Revision. There were no questions raised by members.

3.4 Questions Raised by Landowners

Chair Frayne opened the floor to Landowners of the Court of Revision. There were no questions raised by landowners.

4. Decision

Motion: CR5-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Ford-Neeb Municipal Drain 2018 adopt the Schedule of Assessments as presented by the Engineer in the report dated February 20, 2018.

Disposition:Carried

5. Adjourn

Motion: CR6-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision now closes at 5:11 p.m.

Disposition:Carried

Dave Frayne, Chair	Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Minutes - Court of Revision – Rowe-Rasenberg Municipal Drain 2018

Monday, April 16, 2018, 5:00 p.m.
Council Chambers - Olde Town Hall

Members Present: Maureen Cole - Member
Dave Frayne - Chair
Ted Oke - Member
Staff Present: Rebekah Msuya-Collison, Clerk

1. Meeting Call to Order

Chair Frayne welcomed everyone to the meeting and advised that the purpose of the Court of Revision under the Drainage Act for the Rowe-Rasenberg Municipal Drain 2018 was to hear and make decisions on the appeals to the Engineer's Report, dated February 20, 2018. Chair Frayne introduced the members of the Court of Revision and called the meeting to order at 5:12 p.m.

Motion: CR7-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Rowe-Rasenberg Municipal Drain 2018 hereby convenes at 5:12 p.m.

Disposition:Carried

2. Disclosure of pecuniary Interest and the General Nature Thereof

None

3. Rowe-Rasenberg Municipal Drain 2018

3.1 Comments

3.1.1 ABCA - David Heinbuck, Lands and Water Technologist

Correspondence from Ausable Bayfield Conservation Authority dated November 22, 2017 was received and attached to the agenda and noted no concerns to the preparation of the report and a request to be informed of future meetings.

William Dietrich P. Eng. was in attendance and advised that the ABCA may update their letter and that any concerns will be considered prior to the start of construction.

3.2 Appeals

Chair Frayne reviewed the procedures for the Court of Revision and advised that the purpose of the Court of Revision is to hear written appeals regarding the schedule of assessment only. The Court of Revision has no authority to change the Engineer's Report in any way. The Schedule of Assessment may be altered, but the total must remain the same. If one assessment is reduced than the other assessments must be increased to balance. He advised that if the property owners are not satisfied with assessments they can appeal to the drainage tribunal.

Chair Frayne asked Clerk R. Msuya-Collison to read out any written appeals received from assessed landowners who wish to appeal their assessment.

There were no written or late appeals received at meeting time.

3.3 Questions Raised by Members

Chair Frayne opened the floor to the members of the Court of Revision. There were no questions raised by members.

3.4 Questions Raised by Landowners

Chair Frayne opened the floor to Landowners of the Court of Revision. There were no questions raised by landowners.

4. Decision

Motion: CR8-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Rowe-Rasenberg Municipal Drain adopt the Schedule of Assessments as presented by the Engineer in the report dated February 20, 2018.

Disposition:Carried

5. Adjourn

Motion: CR9-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision now closes at 5:15 p.m.

Disposition:Carried

Dave Frayne, Chair	Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Minutes - Court of Revision – Khiva Municipal Drain 2018

Monday, April 16, 2018, 5:00 p.m.
Council Chambers - Olde Town Hall

Members Present:	Maureen Cole - Member
	Dave Frayne - Chair
	Ted Oke - Member
Staff Present:	Rebekah Msuya-Collison, Clerk

1. Meeting Call to Order

Chair Frayne welcomed everyone to the meeting and advised that the purpose of the Court of Revision under the Drainage Act for the Khiva Municipal Drain 2018 was to hear and make decisions on the appeals to the Engineer's Report, dated February 20, 2018. Chair Frayne called the meeting to order at 5:16 p.m.

Motion: CR10-2018
Moved: T. Oke
Seconded: M. Cole

That the Court of Revision for the Khiva Municipal Drain 2018 hereby convenes at 5:16 p.m.

Disposition:Carried

2. Disclosure of pecuniary Interest and the General Nature Thereof

None.

3. Khiva Municipal Drain 2018

3.1 Revised Schedule of Assessment for Maintenance dated March 28, 2018

W. J. Dietrich, P. Eng reviewed the revised schedule of assessment for maintenance with the members.

Motion: CR11-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Khiva Municipal Drain 2018 adopt the revised Schedule of Assessment (Branch 'B' dated March 28, 2018) to replace the Branch B Maintenance Schedule in the drainage report dated February 20, 2018.

Disposition:Carried

3.2 Comments

3.2.1 ABCA - David Heinbuck, Lands and Water Technologist

Correspondence from Ausable Bayfield Conservation Authority dated March 21, 2018 was received and attached to the agenda and noted no concerns with the scope of the work as presented.

3.3 Appeals

Chair Frayne reviewed the procedures for the Court of Revision and advised that the purpose of the Court of Revision is to hear written appeals regarding the schedule of assessment only. The Court of Revision has no authority to change the Engineer's Report in any way. The Schedule of Assessment may be altered, but the total must remain the same. If one assessment is reduced than the other assessments must be increased to balance. He advised that if the property owners are not satisfied with assessments they can appeal to the drainage tribunal.

Chair Frayne asked Clerk R. Msuya-Collison to read out any written appeals received from assessed landowners who wish to appeal their assessment.

3.3.1 Adrian Kester - North Part Lot 9 Con 12 Stephen

The Clerk advised that the appeals would be heard in the following order:

1. Adrian Kester – N Part Lot 9 Con 12 Stephen – lands assessed too high

The Chair also advised that the late appeals would be dealt with in order as received by the Clerk. There we no late appeals received.

The Chair invited Adrian Kester to speak to his appeal. Mr. Kester advised that he agreed with the assessment on the main drain but did not agree with the construction assessment split on Branch 'A'

and Branch 'B' as he felt that the other landowner has a higher benefit from the proposed drain than shown on the assessment.

Mr. Kester is appealing his assessment on Branch 'A' and Branch 'B' on the grounds that his land was assessed too high.

Mr. Kester's Branch 'A' assessment is $9,240 of the total $13,200 assessment on lands and Branch 'B' is $6,000 of the total of $8,500 assessment on lands. Mr. Kester addressed the Court of Revision and advised that he did discuss the branch drains with the engineer at the information meeting and that he believes his assessment should be reduced from the current 70/30 split to a 60/40 assessment split as the upstream neighbour needs these branches as well.

Chair Frayne asked if the Engineer had any comments. William Dietrich presented on the addition of Branch 'A' and Branch 'B' to the project. Mr. Dietrich responded that he was originally appointed to improve the main drain in 2016 and after the initial information meeting in 2017, the appellant petitioned for the additional construction of Branches 'A' and 'B'. Mr. Dietrich advised that Mr. Kester was given a cost estimate for the additional construction work before the inclusion of Branches 'A' and 'B' in the report.

Mr. Dietrich advised that there was another meeting in February 2018 and Mr. Kester did not give any instruction to remove branches 'A' and 'B' to the report. Mr. Dietrich noted that the project start was delayed at Mr. Kester's request until after the wheat harvest.

Mr. Dietrich explained that the benefit assessment is always subjective and in his opinion it is fair and equitable.

3.4 Questions Raised by Members

Chair Frayne opened the floor to the members of the Court of Revision.

Member Oke requested details on the lowered maintenance assessment as the Appellant has a higher assessment for Branch 'A' in the original assessment for maintenance of February 20, 2018. He asked about benefit crop allowance as there may not be crop damage probably due to the delay in construction.

Member Cole asked for information on construction and maintenance assessment and their differences.

3.5 Questions Raised by Landowners

Chair Frayne opened the floor to Landowners of the Court of Revision. There were no other landowner questions.

4. Decision

The Chair advised those in attendance that having heard all of the evidence for the appeal, the Court of Revision would now recess to consider the information provided and render their decisions on the appeal.

The Court of Revision removed the public from Council Chambers at 5:32 pm. The Court called Mr. Dietrich in at 5:38 p.m. to request further clarification on the determination of the assessment split. Mr. Dietrich advised that this determination is very subjective and maintenance assessment may differ from construction assessment as it may be based more on outlet liability and may not factor in as many benefits. Mr. Dietrich removed himself from the Court at 5:41 p.m.

Having completed their deliberations on the appeals, the Court of Revision reconvened at 5:44 p.m.

The Court explained that they upheld the engineer's decision in the report of February 20, 2018 as amended. Their decision is based on the additional Branches 'A' and 'B' included in the report at the request of Mr. Kester and based on the Engineer's opinion that the assessment is fair and equitable.

Motion: CR12-2018
Moved: M. Cole
Seconded: T. Oke

That the Court of Revision for the Khiva Municipal Drain 2018 adopt the Schedule of Assessments as presented by the engineer in the report dated February 20, 2018.

Disposition:Carried

5. Adjourn

Motion: CR13-2018
Moved: T. Oke
Seconded: M. Cole

That the Court of Revision for the Khiva Municipal Drain 2018 now closes at 5:47 p.m.

Disposition:Carried

_____ _____

Dave Frayne, Chair Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Economic Development Advisory Committee
Minutes

Wednesday, October 11, 2017 – 5:00 p.m.
Carling Room, Olde Town Hall

Members:
Wayne DeLuca, Chair
Jon Gaiser, Vice Chair
Pat O'Rourke
Allen Plant
Marissa Vaughan, South Huron Councillor
Maureen Cole, South Huron Mayor

Regrets:
Larry Taylor
Teresa Van Ray
Yegor Kubrak

Staff:
Dan Best, Chief Administrative Officer
Genevieve Scharback, Clerk

Guests:
Brittany Wise, Exeter BIA
Joan Brady, South Huron Chamber of Commerce

1. Meeting Called To Order

Chair DeLuca called the meeting to order at 5:00 p.m.

2. Disclosure of Pecuniary Interest and General Nature Thereof

None.

3. Approval of Minutes

3.1 Minutes of the South Huron Economic Development Advisory Committee Meeting of May 25, 2017

Motion: 14-2017
Moved: J. Gaiser
Seconded: A. Plant

That South Huron Economic Development Advisory Committee adopts the minutes of May 25, 2017, as printed and circulated.

Disposition: Carried.

4. Delegation

None.

5. Ambassador Program Work Plan

Councillor Vaughan provided a power point presentation overview of the Ambassador Program. Phase 1 of the program includes developing a Community Profile, a Charter to clarify roles and responsibilities, marketing tools including a Newcomer's Guide, and promotional videos and photos to be used as marketing tools. The work plan for implementing Phase 1 was reviewed.

Phase 2 of the program will include recruitment, training for ambassadors, a local immigration network tie, and a success evaluation process.

6. 2017 International Plowing Match – Council Resolution 198-2017

Received and noted.

7. International Plowing Match (IPM)

The IPM was a successful, well attended event.

8. South Huron Chamber of Commerce Update

J. Brady invited members to the upcoming Food Summit. She reviewed the need to promote the economic successes and challenges of rural Ontario. She is working on a Workforce Development Plan that will be provided at a future meeting.

Ms. Brady advised that there is a need to eliminate barriers for newcomers and immigrants by providing language supports, involve employers and communicate opportunities in South Huron for employment.

The Chamber and BIA will provide written reports for future meetings.

9. Exeter BIA Update

B. Wise presented six short promotional videos. The videos will be presented to Council for approval, launched at the Awards Gala on October 26th and posted on social media.

The South Huron Business and Community Excellence Awards Gala is sold out. The moonlight Madness and Exeter Christmas Festival events will be coming up. A Rural Economic Development grant application will be submitted from the BIA, Chamber of Commerce and Municipality to build on the Ambassador Program.

10. Huron County Economic Development Update

Mayor Cole advised that Jim Lynn will be a delegation at the October 16, 2017 Council meeting with an update on Huron County Economic Development. Members were invited to attend for the presentation.

11. Ontario Ministry of Agriculture, Food and Rural Affairs Update

CAO D. Best updated the Committee noting that there will be Performance Measurement Resources training workshops hosted in South Huron at the Recreation Centre on November 21, 2017.

12. Notice of Motion

Withdrawn.

13. Correspondence

13.1 Letter of Resignation – Committee Member Yegor Kubak

Motion: 15-2017
Moved: P. O'Rourke
Seconded: J. Gaiser

That South Huron Economic Development Committee hereby recommends to South Huron Council that the resignation of Yegor Kubrak be accepted.

Disposition: Carried.

Motion: 16-2017
Moved: A. Plant
Seconded: P. O'Rourke

That South Huron Economic Development Committee hereby recommends to South Huron Council that the Terms of Reference be amended to reduce the public representatives on the Committee from three (3) to two (2), thereby reducing the overall Committee composition from seven (7) to six (6) members.

Disposition: Carried

9. Adjournment

Motion: 17-2017
Moved: P. O'Rourke
Seconded: M. Vaughan

That South Huron Economic Development Committee hereby adjourns at 7:03 p.m., to meet again on November 30, 2017 at 5:00 p.m. or at the Call of the Chair.

Disposition: Carried.

_____ _____

Wayne DeLuca, Chair Genevieve Scharback, Recording Secretary

MINUTES
BOARD OF DIRECTORS' MEETING
TUESDAY, JANUARY 23, 2018

Members Present:	T.Birtch	N.Manning
	M.Blackie	H.McDermid
	M.Blosh	A.Murray
	R.Chowen	J.Salter
	A.Hopkins	G.Way
	T.Jackson	S.McCall-Hanlon
	S.Levin	
Regrets:	B.Petrie	M.Ryan
Solicitor:	G.Inglis	
Staff:	T.Annett	A.Shivas
	J.Enright	M.Snowsell
	B.Glasman	C.Tasker
	C.Harrington	I.Wilcox
	T.Hollingsworth	K.Winfield
	C.Saracino	

M.Blackie called the meeting to order and informed the Board that Nathalie Des Rosiers was announced last week as the new Minister of Natural Resources and Forestry.

1. Approval of Agenda

G.Way moved – T.Jackson seconded:-

"RESOLVED that the UTRCA Board of Directors approve the agenda as posted on the Member's web-site."
CARRIED.

2. Declaration of Conflicts of Interest

The Chair inquired whether the members had any conflicts of interest to declare relating to the agenda. There were none.

3. Confirmation of Payment as Required Through Statutory Obligations

The Chair inquired whether the Authority has met its statutory obligations in the payment of the Accounts Payable. The members were advised the Authority has met its statutory obligations.

This will be the last time this statement is given at the opening of a Board meeting. As approved by the Board in November 2017, starting in February the Factual Certificate will replace this statement and be reviewed and accepted once a year.

4. Minutes of the Previous Meeting
November 28, 2017

M.Blosh moved – N.Manning seconded:-

"RESOLVED that the UTRCA Board of Directors approve the Board of Directors' minutes dated November 28, 2017 as posted on the Members' web-site."

CARRIED.

5. Business Arising from the Minutes

(a) Response to City of London Meeting Space Invitation
(Letter attached)

S.Levin moved – A.Hopkins seconded:-

"RESOLVED that the Board of Directors receive the letter as presented."

CARRIED.

6. Business for Approval

(a) Engagement of Investment Management Services from PH&N
(Report attached)

S.Levin presented the recommendation and informed the Board that the Committee received three proposals. The Committee narrowed it down to two and invited both parties to come to the WCC and give presentations. After hearing the presentations and a lengthy discussion, Phillips, Hager & North Investment Funds Ltd. was chosen.

S.Levin added the following to the recommendation; Clause B: Both companies who provided presentation to the Finance & Audit Committee are to be notified of the Board's decision.

T.Jackson moved – J.Salter seconded:

"RESOLVED that the Board of Directors accept the recommendation as presented in the report and Clause B as outlined in the above minutes."

CARRIED.

(b) Tender Award – Wildwood Dam Valve
(Report attached)

Concerns were raised and discussed concerning the large variance between the estimate and the actual cost. It was clarified that there is a Dam specific levy to be used for these types of situations.

C.Tasker clarified that while all three dams have these valve type structures, they are all very different and the other two will not require this type of maintenance. He went on to explain that the cost is high due to the environmental controls needed to deal with the humidity and temperature of the space. While there is no long term guarantee for the work, there will be long term monitoring in place. At this time valve replacement was not considered, as there is still life left in the current valves.

J.Salter moved – A.Murray seconded:

"RESOLVED that the Board of Directors accept the recommendation as presented in the report."
CARRIED.

(c) Fees Policy
(Report attached)

The draft Fees Policy presented is a starting point. It will be brought back when the Minister approves the fees section of the new Conservation Authorities Act. Having a Policy will allow for an annual review of the fees.

An omission was noted on Page 10. Staff will correct the error.

There was a discussion around cost recovery through fees. I.Wilcox reported that, with the UTRCA's current fees, cost recovered for plan review is most likely less than fifty percent. Staff are hoping to get more Provincial direction on cost recovery in the upcoming fees section of the new CA Act. Compared to the surrounding Conservation Authorities, the UTRCA's fees are in the middle, but overall there is no consistency across Ontario. Staff are hopeful the direction from the Province will address this ongoing issue.

The Board agreed that the Policy needs more discussion, specifically around partners and exemptions, and asked that it be brought back to this Board before November 2018 for approval, whether Provincial direction has been given or not.

T.Birtch arrived at 9:47am

T.Jackson moved – R.Chowen seconded:

T.Jackson moved – S.Levin seconded:

"RESOLVED that the motion be amended to include the deadline of November 2018 for the final draft to be reviewed by the Board."

CARRIED.

"RESOLVED that the Board of Directors receive the draft and direct staff to complete a final draft, to be presented to the Board before November 2018."

CARRIED.

7. Closed Session – In Camera

There being property and legal matters to discuss,

T.Jackson moved – H.McDermid seconded:-

"RESOLVED that the Board of Directors adjourn to Closed Session – In Camera."

CARRIED.

Progress Reported

(a) Matters Pertaining to Pittock Conservation Area
(Report attached)

Property matters relating to Pittock Conservation Area were discussed.

S.Levin moved – H.McDermid seconded:-

"RESOLVED that the Board of Directors receive the report as detailed in the Closed Session minutes, and receive the Minutes of the November 28, 2017 Closed Session meeting, as posted on the Member's web-site."

CARRIED.

8. Business for Information

(a) Administration and Enforcement – Section 28
(Report attached)

M.Blackie drew the Board's attention to a few items listed in the report. Concerns and questions were raised regarding the length of the requested drain cleanouts. Staff are currently drafting an Enclosures Policy which will be presented to the Board when complete. Based on a request for

further Board education on drain cleanouts, it was suggested that Board members attend the annual Drainage conference in October that UTRCA staff regularly attend.

T.Birtch moved – M.Blosh seconded:-

"RESOLVED that the Board of Directors receive the report as presented."

CARRIED.

(b) Conservation Authorities Act Approval
(Report attached)

The new Conservation Authorities Act was approved in December. I.Wilcox directed attention to the sections identified as 'not yet enforced' as outlined in the attached report. The Board was advised that they will be involved with the revision of the Governance Policies, which must be approved by December 12, 2018.

Kim Gavin, General Manager of Conservation Ontario, will be giving a presentation about the changes to Act at the UTRCA Annual General Meeting in February.

G.Way moved – S.McCall-Hanlon seconded:-

"RESOLVED that the Board of Directors receive the report as presented."

CARRIED.

(c) Closure of Ontario Seeds Facility
(Report attached)

J.Enright outlined the events that lead to the attached letters. The decision to close the Ontario Tree Seed Facility was made in August 2017 by the Province, without consultation with user groups. The closure date is set for September 2018, but some efforts to dismantle operations have begun. Numerous parties across the Province have voiced concerns.

J.Enright outlined, clarified, and gave his opinion regarding the letter of response the UTRCA received from the Minister of Natural Resources and Forestry. There is serious concern that this will impact the UTRCA's Targets if staff do not have access to an adequate supply of appropriate tree seed.

Board members encouraged each other to bring this to the attention of their Communities and respective Municipal Councils. There was discussion around the roles of Conservation Ontario and Forests Ontario in this matter. The Board expressed serious concerns around the closure of this facility and discussed with staff the most appropriate action.

S.Levin moved – R.Chowen seconded:-

"RESOLVED that the Board of Directors direct staff to communicate with Conservation Ontario, and share with them the Board's concerns regarding closure of the Ontario Tree Seed Plant, and request their leadership in contacting and working with the Province and appropriate partners to retain or re-establish the Seed Plant."

CARRIED.

(d) Harrington Dam Update
(Report attached)

C.Tasker presented his report to the Board and informed them the Master Plan process could take anywhere from two to five years. Concerns were raised and discussed by the Board around the length of time this new process may take, given the safety issues that prompted the original Environmental Assessment (EA). Staff do not foresee any problems but will not lose sight of the safety issues throughout the process. Once a plan is developed for the Master Plan process, staff will have a more definite idea of the timeline and re-evaluate the dam safety review if necessary. The Master Plan process was chosen because it has fewer constraints than the EA process, and allows three parties to be at the table instead of just two. It also provides more latitude in scope that will allow the concerns raised by the Harrington and Area Community Association to be more fully addressed. The EA process has been paused and will most likely be resumed on the completion of the Master Plan.

H.McDermid moved – N.Manning seconded:-

"RESOLVED that the Board of Directors receive the report as presented."

CARRIED.

(e) Draft Budget Municipal Feedback
(Report attached)

A letter received by the UTRCA from the Township of Perth South was presented to the Board and was discussed as part of the Municipal Feedback report by I.Wilcox. Staff still have one more Council meeting to attend and receive feedback from. This report will be completed and presented to the Board again at the AGM.

The Board discussed the resolution presented in the letter from the Township of Perth South. Staff clarified that while a Council resolution does not overcome the levying powers of the UTRCA, it is a strong statement for the Board to take into consideration.

R.Chowen elaborated on the Thames Centre Council meeting he attended with I.Wilcox.

S.Levin moved – S.McCall-Hanlon seconded:-

"RESOLVED that the Board of Directors receive the report as presented."

CARRIED.

9. January FYI
(Attached)

The attached report was presented to the members for their information.

10. Other Business

I.Wilcox informed the Board that the UTRCA received a generous and unexpected $2,000.00 donation from Columbia Sports Wear. The donation has been directed to the Species at Risk program.

I.Wilcox reported that the UTRCA was approached by Ducks Unlimited to host their newest wetland creation staff member in the WCC. Staff accepted the request and the arrangement will being very soon. Board members expressed their support for this arrangement.

The Board was reminded of the 71st UTRCA Annual General Meeting taking place on Thursday, February 22nd. Similar to last year's format, the meeting will be split, with business and the Budget vote in the first half, followed by presentations from both staff and a guest speaker in the second half. Kim Gavin, General Manager of Conservation Ontario will be the guest speaker and will be discussing the changes to the Conservation Authorities Act. Staff presentations will include the launch of the newest Watershed Report Cards, an update on the Moyer property, and a Targets update.

11. Elections
(Report attached)

M.Blackie requested a motion to nominate Grant Inglis as Interim Chair for the purpose of conducting the elections for Authority Chair and Vice-Chair for 2018.

T.Jackson moved – H.McDermid seconded:-

"RESOLVED that the Board of Directors receive the report as presented."

CARRIED.

T.Jackson moved – S.Levin seconded:-

> "RESOLVED that G.Inglis be nominated as Interim Chair for the purpose of conducting the elections for the Authority's Chair and Vice-Chair for 2018."
>
> CARRIED.

G.Inglis outlined the procedures for electing the Authority's Chair and Vice-Chair as specified in the Conservation Authorities Act and the UTRCA Board of Directors' Policy Handbook.

(a) Chair

G.Inglis called for nominations for the position of Chair of the UTRCA Board of Directors for 2018.

T.Jackson nominated M.Blackie for the position of Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if the nominee would allow his name stand and if he would like to speak to the nomination. M.Blackie stated he would allow his name to stand.

G.Inglis declared M.Blackie as Authority Chair for 2018.

(b) Vice-Chair

G.Inglis called for nominations for the position of Vice- Chair of the UTRCA Board of Directors for 2018.

R.Chowen nominated N.Manning for the position of Vice-Chair of the UTRCA Board of Directors for 2018.

G.Inglis called twice more for further nominations.

There being no further nominations, nominations were closed.

G.Inglis inquired if N.Manning would allow her name to stand. N.Manning stated she would allow her name to stand.

G.Inglis declared N.Maning as the Vice- Chair of the UTRCA Board of Directors for 2018.

G.Inglis congratulated the Chair and Vice-Chair, and relinquished the Chair to M.Blackie.

(c) Hearings Committee

M.Blackie noted that traditionally the Hearings Committee consists of the Authority Chair, Vice-Chair, past Chair and two additional Authority members, but as there is no past Chair, the 2018 Hearings Committee will consist of M.Blackie, N.Manning and three additional Board members.

The Chair called three times for nominations for three positions on the Hearings Committee.

H.McDermid nominated T.Jackson to be a member of the Hearings Committee for 2018.

M.Blosh nominated S.Levin to be a member of the Hearings Committee for 2018.

A.Hopkins nominated M.Blosh to be a member of the Hearings Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Hearings Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Hearings Committee will consist of the M.Blackie, N.Manning, M.Blosh, T.Jackson, and S.Levin.

(d) Finance & Audit Committee

M.Blackie noted that the Finance & Audit Committee consists of the Authority Chair, and two to four additional Authority members.

The Chair called three times for nominations for the positions on the Finance & Audit Committee.

R.Chowen nominated N.Manning to be a member of the Finance & Audit Committee for 2018.

H.McDermid nominated T.Jackson to be a member of the Finance & Audit Committee for 2018.

T.Jackson nominated S.Levin to be a member of the Finance & Audit Committee for 2018.

All three nominees agreed to let their names stand for the positions on the Finance & Audit Committee for 2018.

There being no further nominations, nominations were closed.

M.Blackie confirmed the 2018 Finance & Audit Committee will consist of the M.Blackie, N.Manning, T.Jackson, and S.Levin.

12. Adjournment

T.Jackson congratulated and thanked A.Hopkins and all those involved in the process that lead to the decision to decommission Springbank Dam.

There being no further business, the meeting was adjourned at 11:17 a.m. on a motion by T.Jackson.

Ian Wilcox
General Manager
Att.

M.Blackie, Authority Chair

UPPER THAMES RIVER
CONSERVATION AUTHORITY
"Inspiring a Healthy Environment"

RECEIVED
APR 2 0 2018

The Thames
A Canadian
Heritage River

April 13, 2018

Municipality of South Huron
322 Main Street South
P. O. Box 759
Exeter, ON N0M 1S6

Attention: Dan Best, CAO

Re: New 2017 Upper Thames River Watershed Report Cards

The Upper Thames River Conservation Authority (UTRCA) is pleased to release the new 2017 Upper Thames River Watershed Report Cards. Every five years the UTRCA produces report cards to assess local environmental conditions in the 28 watersheds of the Upper Thames River.

The 2017 Report Cards are currently being distributed and a copy of the full report is attached. You can also go to www.thamesriver.on.ca for the watershed report cards for your local area or area of interest.

For further information, please contact Cathy Quinlan, Terrestrial Biologist (519-451-2800 ext. 234, quinlanc@thamesriver.on.ca) or Karen Maaskant, Water Quality Specialist (519-451-2800 ext. 246, maaskantk@thamesriver.on.ca).

Yours truly,

UPPER THAMES RIVER CONSERVATION AUTHORITY

Ian Wilcox

General Manager

1424 Clarke Road, London, Ontario N5V 5B9 · Phone: 519.451.2800 · Fax: 519.451.1188 · Email: infoline@thamesriver.on.ca · www.thamesriver.on.ca

Exeter Rodeo Committee

South Huron Recreation Centre
Monday, March 26, 2018 – 7:00 pm

Members Present

Members – Scott Nickles, Chair, Bob Parsons, Brittany McCarter, Dave Marshall, Tanner Merner

Council Representative – Craig Hebert

Staff Representatives – Darcey Cook, Jo-Anne Fields

1. Call to Order & Welcome

- Chair, Scott Nickles welcomed everyone to the meeting and thanked them for their commitment to this community event

2. Declaration of Conflict of Interest

- No Conflict of Interest declared

3. Changes/Additions to the Agenda

- No changes/additions noted to the Agenda

4. Approval of the Agenda

Motion – 04/03/18

Moved by: **Craig Hebert**
Seconded by: **Dave Marshall**

"THAT the agenda of March 26, 2018 be approved as presented."

Disposition: **Carried**

5. Approval of the Minutes

Motion – 05/03/18

Moved by: **Dave Marshall**
Seconded by: **Brittany McCarter**

"THAT the minutes of February 12, 2018 meeting be approved as amended."

Disposition: **Carried**

Noted that Hebert was spelled incorrectly under Unfinished Business

6. Business arising from the Minutes

- No business arising from the previous minutes

7. Correspondence

- Correspondence is shared with the Committee membership as received
- No correspondence noted at the meeting

8. Committee Selection and Reporting

Facilities and Grounds

- Portable washrooms have been reserved for Rodeo weekend
- Smaller tent to avoid engineering costs – Dave will reserve

Sponsors

- Sponsor package has been revised for 2018
- Include a piece in the package identifying the VIP area for sponsors

Vendors

- Continue to receive inquiries regarding vendor space
- Ice cream guy secured with payment

Marketing, Promotion, Advertising and Social Media

- Steve Clarke and Brittany Wise – no report
- Road signs have been changed to reflect 2018 event
- Community Services Brochure will contain information regarding the rodeo

Financial

- Before audit, a net profit of $9,787.00 was realized after the 2017 rodeo
- Total in reserve is $ $63,676.00

Events/Activities/Entertainment

- 2018 options were discussed
- Ty Baynton – Ross will cover the costs for the tailgate party and the first set in the tent after the show on Saturday (until 7 pm) – there will be no charge to the Committee
- Committee would like to discuss securing Ty for the remainder of the evening – 11 pm
- Jo to check cost for Ty to play one or two sets – maximum of $1,000.00 for the evening

Motion – 06/03/18

Moved by: **Dave Marshall**
Seconded by: **Bob Parsons**

"THAT the Rodeo Committee hire Ty Baynton to provide entertainment in the tent on Saturday evening following the rodeo performance at a maximum cost of $1,000.00 plus HST."

Disposition: **Carried**

- Bob Parsons noted that the Saddle Club are not interested in providing entertainment on the Friday evening of the Rodeo
- Mutton Bustin' was discussed – takes a great deal of time – will discuss with Ross when he attends the next meeting
- It was the opinion that what we presently do at intermission works well and families enjoy the experience

Chair/Vice Chair Comments

- Everything is rolling together
- Unfortunate that Saddle Club are not being a part of the festivities this year
- Bob suggested that he will contact the Municipal Clerk to determine what is involved to have a raffle or 50/50 draw with proceeds going to support the Saddle Club

9. New & Other Business

- Committee will wear our present shirts to represent the Exeter Rodeo

Motion – 07/03/18

Moved by: **Craig Hebert**
Seconded by: **Brittany McCarter**

"THAT the Rodeo Committee hire RMG for two performances on the weekend of August 10, 11 & 12, 2018 at a cost of $32,500.00 plus HST."

Disposition: **Carried**

10. Unfinished Business

- Nothing at this time

11. Date of Next Meeting

- Next meeting regular will be held at South Huron Recreation Centre at the call of the Chair Monday, April 30, 2018 at 7:00 pm

12. Adjournment

Motion – 08/03/18

Moved by: **Bob Parsons**
Seconded by: **Dave Marshall**

"THAT the meeting be adjourned at 7:45 pm."

Disposition: **Carried**

_____ _____
Chair – Scott Nickles Date

_____ _____
Recording Secretary – Jo-Anne Fields Date

Corporation of the Municipality of South Huron
Community Hub/Recreation Project Steering Advisory Committee
Minutes
March, 27 2018
6:00 PM – 8:00 PM
Carling Room

Members:
Chair, Dawn Rasenberg
Councillor Ted Oke
Mayor Maureen Cole Ex-Officio
Peter Hrudka
Ron Mayer
Robert Oud
Craig Ivatts

Regrets:
Vice Chair, Mike Ondrejicka
Councillor Craig Hebert
Brandon Babbage

Staff:
Dan Best, CAO
Megan Goss, Recording Secretary

1. **Call To Order**
   The Chair called the meeting to order at: 6:04 PM.
2. **Agenda**

   Motion: 15-2018
   Moved: Ivatts
   Second: Oud
   Disposition: Carried

   That the Agenda for March 27, 2018 be approved, as amended to include correspondence from the Exeter Senior Pickle Ball Club, relabel 5.1.1. as Recreation Projects Status Update, 5.1.1.2 as Exeter and District Pool, 5.1.1.3 as Port Blake and 5.1.1.4 as Timelines.

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

   None

4. **Minutes**

Motion: 16-2018
Moved: Cole
Second: Oke
Disposition: Carried

That the minutes of March 13, 2018 be adopted as presented.

5. Business to be Discussed:

5.1 YMCA Data Review Results – Preliminary Gap Analysis

Deferred to the next meeting.

5.1.1 Recreational Projects Status Update

5.1.1.1 Exeter and District Pool

CAO Memo was received for information.

5.1.1.2 Port-Blake Repatriation

Informed the committee of the Port Blake repatriation project and the timeline.

5.1.2 Municipally Owned Properties

Reviewed municipally owned properties with approximant size and current use. Noting that both the Dashwood Hall and the Kirkton-Woodham Hall as jointly owned properties. Kirkton-Woodham Hall needs to be added to the municipally owned properties presentation.

No sites have been selected at this time for a new facility. Additionally no programs or amenities have been confirmed for a new facility.

5.1.3 Committee Member Resignation and Next Steps

A report goes will be going to the next Council meeting to advise Council of the resignation and should they endorse it, a new posting and recruitment will ensue.

5.1.4 Precedence

5.1.4.1 Establish and Confirm Site Visits

Some locations the committee wishes to tour include: Clinton, Dorchester and St. Mary's. The CAO and Chair will refine a list in consultation with the YMCA for site visits.

CAO will connect with YMCA for a template to develop a checklist to gather consistent information during site visits. Committee to think ahead of the next meeting about questions for the checklist.

At any given time anyone can go into a public facility and take a look. The committee will still have scheduled visits. Add a

standing agenda item for committee member updates. The Chair will track all of the items that the committee liked and disliked from different site. Site visits will include built buildings, operational and programing.

5.1.5 Schedule of Timelines

- Gap Analysis- April 10th
- 4-6 weeks for a Terms of Reference to be developed and an RFP
- RFP is distributed for comment to Council
- RFP is Released
- RFP is Closed
- Committee reviews and recommends to Council which consultant should be engaged.
- 3-4 months for the feasibility study to be completed
- 3-4 months for the financial feasibility study to be completed
- CAO and Chair to review and draft a project schedule
- Tendering in Dec. 2019 and building in early 2020 spring

6. Correspondence:

6.1 Letter from Exeter Senior Pickle Ball Club to be received for information.

7. Adjournment

Motion: 17-2018
Moved: Ivatts
Second: Hrudka
Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 8:10 pm to meet again on April 10th at 6:00 pm or at the Call of the Chair.

Dawn Rasenberg, Chair

Megan Goss, Recording Secretary

Corporation of the Municipality of South Huron
Community Hub/Recreation Project Steering Advisory Committee
Minutes
April 10 2018
6:00 PM – 8:00 PM
Carling Room

Members:
Chair, Dawn Rasenberg
Vice Chair, Mike Ondrejicka
Councillor Craig Hebert
Councillor Ted Oke
Mayor Maureen Cole Ex-Officio
Peter Hrudka
Ron Mayer

Regrets:
Robert Oud
Craig Ivatts

Staff:
Megan Goss, Recording Secretary
Sean Dillon, YMCA

1. **Call To Order**
   The Chair called the meeting to order at: 6:00 PM.
2. **Agenda**

   Motion: 18-2018
   Moved: Ondrejicka
   Second: Oke
   Disposition: Carried

   That the Agenda for April 10, 2018 be approved, as amended to include 4.1 business arising.

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

   None

4. Minutes

Motion: 19-2018
Moved: Oke
Second: Cole
Disposition: Carried

That the minutes of March 27, 2018 be adopted as amended to add Craig Ivatts as an attendee, move Vice Chair Mike Ondrejicka under regrets, remove the duplicate of Councillor Craig Hebert under attendee, add that the Kirkton-Woodham Hall needs to be added to the Municipally Owned Properties Presentation, add 3-4 months for the market study, and that projected dates are tentative.

4.1 Business Arising from the Minutes

Add business arising as a standing agenda item.

To clarify correspondence should come from Council regarding communication from the public on the recreation centre/hub. Mayor Cole identified some of the areas of concern within the letter from the Senior Pickle Ball Club.

Regarding the tentative timelines discussed at the last meet the intention of the YMCA collaboration is to be grant ready March 2019.

5. Business to be Discussed:

5.1 YMCA Data Review Results – Preliminary Gap Analysis

The committee received a presentation facilitated by Sean Dillon.

Most prominent gap in studies to date is they do not identify support for specific amenities. Need to understand an amenity in a facility in order to determine if it is required. No further questions regarding general support for a new facility or an indoor pool are required.

Age Friendly Community Plan (April 6, 2016)- Was able to review this document, Dillon noted that the committee may want to have the consultant review location of the facility as part of the study as transportation was identified as an issue in the Age Friendly Community Plan.

Interest at the committee level in a paper survey. Dillon recommended that random sampling by phone is more statistically accurate than paper as it is truly random. At this time the committee needs accurate and reliable data to make decisions on.

Is the market area accurate? Considering that the 30 KM area is very close to London, people in the south portion of the secondary circle are more likely to go to the London area. The distances are used by the YMCA for their participation

projections. Dillon will share a 20 km catchment area and 40 km catchment area with the demographic information attached to it.

As a decision point for the next meeting the YMCA is seeking direction on the market areas to consider so that they can make projections for participation.

Dillon will add the dates of the studies on each power point slide as an amended version for the minutes and mark presentation as draft.

Motion: 20-2018
Moved: Oke
Second: Hrudka
Disposition: Carried

That the Community Hub and Recreation Project- Previous Activity & Data Analysis (Project Steering Committee, April 10, 2018) be received as a draft report.

5.2 Recreational Facility Tour Points of Evaluation

The committee needs to look at facilities that are successful and not successful so that they can learn from those processes. Also need to remain open to asking questions as conversation develops and not just stick to a list. Dillon can work with municipal staff to recommend facilities to view.

Motion: 21-2018
Moved: Hebert
Second: Hrudka
Disposition: Carried

That the YMCA and the CAO bring a finalized list of facilities to visit to the next meeting.

Motion: 22-2018
Moved: Hebert
Second: Oke
Disposition: Carried

That the Community Hub/Recreation Project Steering Committee accept the YMCA Recreation Facility Tours Points of Evaluation for information.

6. Committee Updates:

A Draft Work Plan will be coming to the next meeting. Add Work Plan Review as standing agenda item.

7. Correspondence:

None

8. Adjournment

Motion: 23-2018
Moved: Hebert
Second: Mayer
Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 7:45 pm to meet again on April 24th at 6:00 pm or at the Call of the Chair.

Dawn Rasenberg, Chair

Megan Goss, Recording Secretary

EXPERIENCE EXETER BIA

MUNICIPALITY OF SOUTH HURON 2001

EXETER BUSINESS IMPROVEMENT AREA – ANNUAL GENERAL MEETING
Tuesday, April 10, 2018 at 7:30pm
South Huron Municipal Office, 322 Main St. S., Exeter, Ontario

EXECUTIVE MEMBERS – Chair Fred Godbolt, Vice Chair Rose Glavin

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

ABSENT – Secretary / Treasurer Janice Brock, Promotions Chair Lauryn Marion, Beautification Chair Mary Hulley and Councillor Craig Hebert

NON-DIRECTORS – Kristin Crane (County of Huron)

RECORDING SECRETARY – Brittany Wise, BIA Manager

MINUTES

1. Welcome and Call to Order
   Mr. Fred Godbolt welcomed everyone present at the BIA Annual General Meeting at 7:49pm.

2. Changes & Approval of the Agenda

   MOVED BY: James Eddington & SECONDED BY: Allen Plant

   "THAT the Agenda for the Exeter BIA Annual General Meeting be approved."

   MOTION: CARRIED

3. Approval of the AGM Minutes of April 10, 2017

   MOVED BY: James Eddington & SECONDED BY: Allen Plant

   "THAT the minutes of Exeter BIA Annual General Meeting of April 10, 2017 be adopted."

   MOTION: CARRIED

4. Chair's Message
   Mr. Godbolt welcomed everyone to the AGM and stated that since this is his last official meeting as the Chair of the BIA, that like to say thank-you for everyone's support and commitment to the cause over his term. He noted that all the board members have been a great group of folks to work with. Everyone provides an important voice and an opinion and it's great to see a board willing to speak up and challenge each other, and yet drive toward a resolution. It makes this board unique compared to many boards. Clearly better decisions are made through the effectiveness of this approach. He noted they are all to be commended.

   He also highlighted how far the BIA has come in his tenure as an executive and board member in since 2008. The BIA has matured into an organization that our peers envy. Hiring a full-time manager was a huge leap, an incredibly big step at the time. It was by far the best decision we've made, and made even better by hiring Brittany Wise to fill this role. Ms. Wise has been a strong and dedicated person and an invaluable asset to our organization. He recognized Ms. Wise for all that she has done.

   He said that the BIA has made huge changes in all facets of our mandate:
   - We have built out a strong marketing program with many different campaigns.
   - We've embraced the future of technology and social media platforms, and positioned Exeter to a take advantage of the opportunities they present.
   - We have continued to focus on beautification efforts, by completing a beautification plan and working with other organizations like the Municipality and Communities in Bloom to better aligning shared responsibilities.
   - We've had the strength to stand firm on our positions, when other organizations challenged the scope of our beautification role.

- We now have a strong working relationship with other organizations, like the South Huron Chamber of Commerce and the Municipality of South Huron, and we've set the course to continually strengthen it.
- We saw the long-term advantages of leveraging the combined strength of working with these organizations. This is not an easy task, especially considering the state of these relationships starting out.
- We've pushed for better alignment with broader County-wide initiatives, and tirelessly worked to put and keep Exeter on the map in their eyes.

All of these efforts have made us a stronger BIA.

He stated that looking forward though there will continue to be challenges this organization faces living in a small rural setting. Changing demographics, and shifts in retail trends are just a few. However, we are well positioned to meet these challenges. We have a strong board and strong executive team in place, and we have a strategic plan looking into the future that will help guide us.

Mr. Godbolt noted that he is excited about what lies ahead and once again thanked everyone for all their efforts toward improving business in Exeter and making Exeter a better place to work, live and play.

5. Review of 2017 / Upcoming in 2018

Ms. Wise explained that in 2017, the BIA continued work on the BIA website to increase search engine optimization, website load times and enhance content. We added a business directory – both Google driven & a listing on the website. She stated that the BIA hosted the same consumer events as in 2016, but added the Moonlight Madness event that had 25 participating businesses.

In terms of printed promotional material, the BIA released the forth edition of the Coupon Book, the South Huron Map and Guide, plus supported the Exeter content in the "It Starts at the Beach" vacation guide. The BIA did print advertising in the Grand Bend Visitor Guide, Bach Festival Program and the Drayton Theatre Guide.

In 2017, the BIA began our focus to put Exeter on the digital map. It was apparent that when you Google or searched Exeter on TripAdvisor, it didn't look like we have anything to offer. The BIA worked to encourage our business and community assets to be listed so that Exeter is better represented online. In an effort to getting businesses and assets listed on Google, we did an Exeter 360 project that saw interior 360-degree videos of 7 businesses participating businesses. Not only is this an excellent way for visitors to experience Exeter before arriving, it's also a great way to increase the search engine optimization of assets – which again, will strengthen Exeter's online story.

In partnership with the Municipality of South Huron, the BIA developed a series of short promotional videos that included general business promotion & community assets to showcase Exeter and South Huron as a good place to live, visit and do business. We've released some of those videos in 2017, but more will be released in 2018. The BIA also did a shop local holiday campaign to round out the marketing initiatives in 2017. Throughout the year, we continued to execute social media accounts promoting Exeter focused on business promotion, community news & events.

In 2017, the BIA continued our partnership with the Municipality of South Huron for flower-related items. The Municipality put out a tender, hired and managed the flower water contractor. The BIA paid the Municipality for 50% of the flower-related costs. Thanks to the Municipal Community Grant program, the BIA purchased new self-watering bridge flower planters in 2017. Unfortunately, the bridge flowers were vandalized less than a month after being placed, so we don't have a clear understanding on if the self-watering units are successful or not. They will go back on the bridge in 2018.

The BIA also continued to co-manage the Welcome Centre under a shared model, with the support of the Municipality of Huron. This venture has been crucial in our ever-growing partnership with the Chamber of Commerce. The BIA, in partnership with the Chamber, also welcomed 2 volunteer placements and 2 JCP placements, based out of the Welcome Centre in 2017.

The BIA hosted member events in partnership with the Chamber of Commerce including: Breakfast with the Mayor, a SOLD OUT Business & Community Excellence Awards Gala, the annual Summer Social & Christmas Social events. The BIA and Chamber also worked together to leverage our partnership through government programs including: the JCP program, the RED grant application and volunteer placements. Our organizations continued to share an office space at the Welcome Centre, with the Chamber becoming cost-share partners in office expenses.

In 2017, the BIA continued strengthening our relationship with the Municipality, we:

- Developed a draft framework for working together – draft Memorandum of Understanding (MOU);
- Initiated monthly meetings to provide to support collaboration between partners – Municipality, Chamber and BIA;
- Received ongoing financial support for the Welcome Centre.

Ms. Wise noted that the BIA is still exploring how the County, Municipality and BIA / Chamber work together (this has never been defined previously).

Finally, Ms. Wise stated that in 2017, the Board of Directors worked to develop a Strategic Plan for 2018-2021 that outlines priorities and goals for the BIA. The planning sessions were facilitated by OMAFRA and the document was developed by BIA Manager, Brittany Wise. Work plans have been developed alongside the strategic plan to ensure goals and objectives are met. The Strategic Plan was approved April 10, 2018.

Ms. Wise stated that in terms of events and promotions for 2018, we plan to keep things consistent from 2017. We'll be continuing our work to put Exeter on the digital map and will continue to feed content to the BIA website. The BIA will again be subsidizing the development of 360 virtual tours of the interiors of participating businesses.

She noted that if the BIA and Chamber were successful in our Rural Economic Development (RED) funding application, we'd be doing the following: promotional Videos – focused on sectors; additional 360 Virtual Tours with community assets and businesses; and still photography. The grant will also incorporate items geared more towards the Chamber and Municipality.

In 2018, the BIA will continue to work with the Municipality on flowers, but the BIA has agreed that we will pay up to $8,000.00, but after that, the Municipality is responsible for the costs. Ms. Wise also noted that the BIA is doing a Banner Sponsorship program that will allow us to unify the town, but also promote local businesses and organizations. The program aims to see all street poles from Waterloo to Walper Streets and is going very well so far – we hope to have banners on the poles by June 2018. If we receive positive feedback about the program, we'll look into a second phase that could extend south until the town limit and along Hwy 83.

Mr. Godbolt noted that over the years, the BIA has initiated so many new projects and events and that 2018 will be a year for us to continue rolling out those great programs within our capacity.

6. Delegations Nil

7. Business To Be Carried Out:

7.1 Approval of BIA Board of Management

Mr. Fred Godbolt stated that the Nominations for the 2018 Exeter BIA Board of Management were as follows:

Rose Glavin	-	Chair
Tira Wootton	-	Vice – Chair
Janice Brock	-	Secretary / Treasurer
Mary Hulley	-	Director and Beautification Committee Chair
Lauryn Marion	-	Director and Promotion Committee Chair
Fred Godbolt	-	Director
James Eddington	-	Director
Adrian Bakelaar	-	Director
Allen Plant	-	Director
Craig Hebert	-	Council Representative with alternate Wayne DeLuca
Brittany Wise	-	Recording Secretary, BIA Manager

MOVED BY: Adrian Bakelaar & SECONDED BY: Allen Plant

"THAT the 2018 Exeter BIA Board of Management be adopted, as presented."

MOTION: CARRIED

7.2 Approval of 2018 BIA Budget

MOVED BY: James Eddington & SECONDED BY: Rose Glavin

"THAT the 2018 Exeter BIA Budget be adopted as attached to these minutes."

MOTION: **CARRIED**

7.3 New Business for 2018
N/A

8. Confirming Actions

MOVED BY: **Allen Plant** **&** **SECONDED BY:** **Tira Wootton**

"THAT the Exeter BIA ratify and confirm all resolutions, contracts, acts and proceedings of the Board of Management of the Exeter BIA enacted, made, done or taken since the last Annual General Meeting of April 10, 2017; and,

THAT the Exeter BIA consider and if thought fit, to confirm with or without such variation and amendments as may be made at the meeting, any amendment to By-Laws, to be passed by the Directors and membership."

MOTION: **CARRIED**

9. Adjournment

MOVED BY: **Allen Plant** **&** **SECONDED BY:** **Adrian Bakelaar**

"To adjourn meeting at 8:31 pm."

MOTION: **CARRIED**

All in attendance were invited to Crabby Joe's after the meeting for a social hour.

_____
Fred Godbolt, Chair (outgoing)

_____
Rose Glavin, Chair (incoming)

_____
Brittany Wise, Recording Secretary

Exeter Business Improvement Association (BIA)

2018 BUDGET REPORT

	Budget 2017	2017 Actual	2018 Budget	Comments
Income				
General				
Municipal Tax Levy Base	$67,783	$67,783	$68,685	*1.3% increase - Stats Canada cost of living (will increase by this on an annual basis)
HWY 83/4 Sign	$5,000	$1,350	$0	
Awards Gala	$7,000	$7,000	$7,000	
Breakfast with the Mayor / Summer Social	$850	$690	$0	
MOSH: Welcome Centre Rent	$6,000	$6,000	$6,000	*MOSH Grant - 1/3 of rent to cover tourism / heritage portion
MOSH:Barrel Replacement	$3,120	$3,043	$0	
SHCC Office Reimbursement (splitting expenses)	$1,400	$1,072	$1,500	*2017: $1,000 JCP Rent+ balance of office expenses / 2018: $1,400 JCP Rent + balance of office expenses
HST Rebate	$0	$15,805	$6,500	
Other Reimbursement	$500	$456	$500	White squirrel sales,bank fees, CRA reimbursement, etc.
General TOTAL	**$91,653**	**$103,198**	**$90,185**	
Initative-Based				
Events - Ladies Night Out (spring)	$2,600	$2,400	$2,400	
Events - Sidewalk Sales (summer)	$0	$0	$0	
Events - Moonlight Madness (fall)	$2,500	$0	$0	
Events - Christmas Event	$1,700	$0	$1,000	
Coupon Book ($10)	$11,000	$11,640	$10,000	
Exeter 360 Video / Promo Fees	$2,500	$1,750	$2,500	*2017: 7 biz (not 10) at $250 each
Radio Advertising Fees	$4,000	$0	$0	
Website Advertising Fees	$0	$0	$0	
Initative-Based TOTAL	**$24,300**	**$15,790**	**$15,900**	
TOTAL INCOME	**$115,953**	**$118,988**	**$106,085**	
Expenses				
Beautification				
Flowers	$2,900	$4,086	$3,000	*50% funded by MOSH.
Water & Care	$5,000	$7,068	$5,000	*50% funded by MOSH.
Equiptment Maintenance	$225	$340	$250	
Christmas Decoration	$100	$49	$100	
Lights & Banners	$2,500	$0	$3,847	*Additional funds for banner program support
Barrel Replacement / Repair	$3,120	$3,204	$0	
Beautification TOTAL	**$13,845**	**$14,746**	**$12,197**	
Advertising & Promotion				
Initative-Based				
Events - Ladies Night Out (spring)	$2,500	$1,911	$2,400	
Events - Sidewalk Sales (summer)	$375	$245	$410	
Evens - Moonlight Madness (fall)	$2,500	$0	$0	
Coupon Book ($10)	$4,000	$4,372	$4,500	
Initative-Based TOTAL	**$9,375**	**$6,528**	**$7,310**	
General Promotion				
Signage	$2,000	$2,036	$2,150	*Digital sign hydro + tech support; tourism sign on Hwy 83.
Campaign - Branding / Website Launch	$1,450	$0	$1,450	
Campaign - Holiday Shopping	$1,500	$500	$1,140	
Events - Santa Claus Parade	$2,200	$2,495	$2,200	
Event - Christmas Weekend Event	$2,380	$2,555	$1,560	
General - Print Advertising	$3,125	$2,113	$2,210	*Paid 2017 fees in 2016 for early bird rates
General - Radio / 360 Video / Promo Videos	$7,500	$5,801	$4,740	
General - Online Marketing	$6,778	$3,349	$3,128	
Other Promotional Activities	$0	$0	$0	
Marketing - Reserves	$0	$0	$1,600	
Advertising & Promotion TOTAL	**$26,933**	**$18,850**	**$20,178**	
Administrative				
Bank Charges	$150	$152	$100	
Legal Fees. Municipal Audit	$800	$800	$1,000	
Miscellaneous	$600	$519	$650	*2017: Snow removal + comm info pkg mailing + strat plan dinners
Conferences & Travel Expenses	$1,000	$1,019	$1,000	
BIA X-mas & appreciation	$200	$190	$200	
Office Supplies	$600	$516	$600	*Numbers only show our share of expenses. 2017: Costs were $900, but reduced via JCP program.
Phone / Internet	$1,200	$588	$600	*Full amount paid by the BIA ($1176); 50% reimbursed by SHCC.
Rent	$12,000	$12,000	$12,000	*50% funded by MOSH grant + $1,000 JCP Rent (2017) / $1,400 JCP Rent (2018)
Association Memberships	$250	$213	$250	
Payroll	$49,000	$49,721	$50,000	
Administrative TOTAL	**$65,800**	**$65,717**	**$66,400**	
TOTAL EXPENSES	**$115,953**	**$105,841**	**$106,085**	

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South P.O. Box 759
Exeter Ontario
N0M 1S6
Phone: 519-235-0310 Fax: 519-235-3304
Toll Free: 1-877-204-0747

Notation: South Huron Time Capsule Project

This time capsule has been arranged for by the Municipality of South Huron and the South Huron Heritage Advisory Committee in commemoration of Canada's 150th celebration.

Members of South Huron Heritage Advisory Committee:

Chair: Laurie Dykstra

Councillor Wayne DeLuca

Marion Creery

June Hodgson

Alec Moore

THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South, PO Box 759, Exeter, ON N0M 1S6
PHONE: 519-235-0310 ● FAX: 519-235-3304 **● TOLL FREE:** 1-877-204-0747
WEBSITE: www.southhuron.ca

Time Capsule Contents

1. 100th International Plowing Match Memorabilia Walton ON September 19 - 23, 2017
2. Various weekly flyers from local merchants showing costs & products - December 2017
3. Municipality of South Huron 2018 Municipal Budget
4. Photos taken at Capsule Presentation Town Hall Exeter – May 24, 2017 Celebrating Canada 150
5. Various South Huron tourism brochures
6. A year in the life of South Huron – Various local newspaper articles
7. Final edition of Exeter Times Advocate before amalgamation with Lakeshore Advance
8. 100th Anniversary Edition Exeter Times Advocate 1873-1973
9. Various South Huron Photos 2017
10. Municipality of South Huron Mission Statement & 2017 Council Photo
11. Letter identifying 2017 South Huron Heritage Advisory Committee members & commemoration of Canada 150

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Environmental Services Director**
Date:	May 7 2018
Report:	ESD.18.19
Subject:	Ministry of the Environment and Climate Change 2017 Inspection Report South Huron Water Distribution System

Recommendations:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Ministry of the Environment and Climate Change 2017 Inspection Report South Huron Water Distribution System.

Purpose:

Information

Background and Analysis:

Under the Safe Drinking Water Act, the Ministry of the Environment and Climate Change (MOECC) carries out annual inspections of municipal drinking water systems. The Ministry carried out an unannounced inspection of the South Huron Water Distribution System on December 29, 2017 and a follow up meeting with the Water System ORO and ESD Director on January 9, 2018. This Inspection covers the period from December 20, 2016 to December 29, 2017.

Members of Council should be aware that the Standard of Care provision of the Safe Drinking Water Act creates obligations for individuals who exercise decision-making authority over municipal drinking water systems. In order to protect your personal liability, Members of Council need to be informed about the drinking water system. This would include requesting a copy of the annual inspection report and reviewing the findings. Further information about Standard of Care can be found in "Taking Care of Your Drinking Water: A guide

for members of municipal council" found on the Drinking Water Ontario website at www.ontario.ca/drinkingwater

The focus of this recent inspection was to confirm compliance with Provincial Legislation, as well as evaluating conformance with Ministry drinking water related policies and guidelines during the inspection period. The Ministry has a rigorous and comprehensive approach to inspection of drinking water systems that focuses on source, treatment and distribution components of the system as well as management practices. The South Huron inspection report is based on a stand-alone distribution system that receives treated water from another regulated system, the Lake Huron Primary Water Supply System. The report contains all of the elements required to assess compliance issues and to ensure that the system was being properly operated and managed.

The Municipality received the final inspection report on April 17, 2018. The issuance of the Inspection report was delayed by the Ministry in anticipation of completion of capital works at the Exeter water tower. However, unexpected replacement of the main control valve at the MacNaughton Booster Pumping Station delayed the implementation of the new mixing system and associated SCADA system programing. The effectiveness of the Exeter water tower mixing system and distribution system programing changes to improve chlorine residuals in the water distribution system will be included in next years' MOECC inspection.

The South Huron Water Distribution System was found to be in full regulatory compliance. There were no non-compliance issues, no best practice issues noted and no follow up action required. A copy of the inspection report is attached and a copy has been posted for public viewing on the Municipal Web site.

In order to measure individual inspection results, the MOECC has established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement Secretariat. The Inspection Rating Record is included as an appendix to the inspection report. This provides the Ministry, the system owner and the local Public Health Unit with a quantitative measure of the drinking water system's annual inspection and regulated water quality testing performance. IRR ratings are published (for the previous inspection year) in the Ministry's Chief Drinking Water Inspectors' Annual Report. The following is a summary of ratings for the South Huron Water Distribution System inspection:

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year 2017-2018)

Inspection Risk Rating: **0.00%**

Final Inspection Rating: **100.00%**

The South Huron Drinking Water System continues to achieve excellent inspection results, with low Risk Ratings and high Inspection Ratings. This is the ninth consecutive year that South Huron has achieved the highest percentile inspection rating (top 5%) and the seventh time that South Huron has achieved a 100% inspection rating.

These results are only possible with very dedicated staff and the continued support of Council.

Operational Considerations:

This report is provide for information purposes and there were no alternatives considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

<u>Administrative Efficiency and Fiscal Responsibility</u>

Informing Council of the results of Ministry's Inspection of the Water Distribution System, reduces liability and results in efficient use of time/resources.

<u>Increased Communications and Municipal Leadership</u>

Communicating information to Council related to drinking water, keeps all Members of Council informed and assists in making informed decisions, resulting in good stewardship of the South Huron Drinking Water System.

Reports to Council and associated Media reporting, assists to keep the public informed of the performance of the Drinking Water System.

<u>Transparent, Accountable and Collaborative Governance</u>

Public reporting of the results of the Ministry's Inspection of the Water Distribution System, demonstrates commitment to transparent, accountable and collaborative governance.

<u>Dedicated Economic Development Effort</u>

Informing Council of the results of the Ministry's Inspection of the Water Distribution System and associated regulatory compliance, results in increased public confidence; retention/attraction of businesses and economic development opportunities.

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:

1. Safe Drinking Water Act, 2002, S.O. 2002, c. 32
2. Ontario Regulation 128/04 - Certification of Drinking Water System Operators
3. Ontario Regulation 169/03 - Ontario Drinking Water Quality Standards
4. Ontario Regulation 170/03 - Drinking Water Systems
5. Ontario Regulation 188/07 - Licensing of Municipal Drinking Water Systems

Consultation:

Water/Sewer Foreman and Drinking Water System "Over-All-Responsible Operator" was consulted and contributed information to this report.

Related Documents:

1. Ministry of the Environment and Climate Change SOUTH HURON DISTRIBUTION SYSTEM Inspection Report #1-F9FHR

Respectfully submitted,

_____

Don Giberson, Environmental Services Director

Ontario

Ministry of the Environment and Climate Change

SOUTH HURON DISTRIBUTION SYSTEM

Inspection Report

Site Number:	220001520
Inspection Number:	1-F9FHR
Date of Inspection:	Dec 29, 2017
Inspected By:	Paul Tersteege

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Appendices

Appendix 1 - Inspection Summary Rating Record

Ontario

Ministry of the Environment and Climate Change
Inspection Report

OWNER INFORMATION:

Company Name:	SOUTH HURON, THE CORPORATION OF THE MUNICIPALITY		
Street Number:	322	**Unit Identifier:**	
Street Name:	MAIN St S		
City:	EXETER		
Province:	ON	**Postal Code:**	N0M 1S6

CONTACT INFORMATION

INSPECTION DETAILS:

Site Name:	SOUTH HURON DISTRIBUTION SYSTEM
Site Address:	82 NELSON ST EXETER N0M 1S6
County/District:	South Huron
MOECC District/Area Office:	Sarnia District
Health Unit:	HURON COUNTY HEALTH UNIT
Conservation Authority:	
MNR Office:	
Category:	Large Municipal Residential
Site Number:	220001520
Inspection Type:	Unannounced
Inspection Number:	1-F9FHR
Date of Inspection:	Dec 29, 2017
Date of Previous Inspection:	Dec 20, 2016

COMPONENTS DESCRIPTION

Site (Name): DISTRIBUTION
Type: Other **Sub Type:**
Comments:

The South Huron Distribution System obtains its drinking water supply via 5 connections to the donor's system – the Lake Huron Primary Water Supply System (LHPWSS). The donor's water treatment plant is located within South Huron, as are over 40 km of mains, a secondary reservoir and booster pumping station, and a number of chambers housing valves and other appurtenances. Note: The donor's infrastructure is subject to separate inspections.

The South Huron Distribution System supplies water to approximately 8,200 residents. Further, the system supplies some of Bluewater's residents along the Municipality's northern boundary. Some consumers along the Municipality's southern boundary are supplied by the North Middlesex Distribution System (which also obtains its drinking water from the LHPWSS).

The system consists of ~180 km of distribution watermains ranging in size from 50mm to 400mm diameter. The 50mm mains are polyethylene (PE); the 100mm to 300mm mains are polyvinylchloride (PVC) and the larger mains are mix of cast iron, ductile iron, and steel reinforced concrete pressure pipe.

There are seven pressure zones within the South Huron Distribution System. (The Municipality's Annual Drinking Water Reports typically contain a detailed description of the zones, the connections between them, and the supply of

zones during normal and emergency feed situations.)

The distribution system includes two booster pumping stations, two reservoirs and two water towers. Continuous monitoring equipment, coupled with computerized Supervisory, Control and Data Acquisition Systems (SCADA) both monitor and control the operation of this distribution system.

INSPECTION SUMMARY:

Introduction

- **The primary focus of this inspection is to confirm compliance with Ministry of the Environment and Climate Change (MOECC) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.**

  This drinking water system is subject to the legislative requirements of the Safe Drinking Water Act, 2002 (SDWA) and regulations made therein, including Ontario Regulation 170/03, "Drinking Water Systems" (O.Reg. 170/03). This inspection has been conducted pursuant to Section 81 of the SDWA.

  This report is based on an inspection of a "stand alone connected distribution system". This type of system receives treated water from a separately owned "donor" system. This report contains elements required to assess key compliance and conformance issues associated with a "receiver" system. This report does not contain items associated with the inspection of the donor system, such as source waters, intakes/wells and treatment facilities.

  This inspection report does not suggest that all applicable legislation and regulations were evaluated. It remains the responsibility of the owner to ensure compliance with all applicable legislative and regulatory requirements.

  On December 29, 2017, the Officer made an unannounced inspection of the Municipality's drinking water system and sewage works. During his inspection, he checked the security of various components of the water system including the Crediton Booster Pumping Station, the Exeter Water Tower, and the Huron Park Water Tower. The Officer also checked a number of monitoring stations, chambers and candy cane vents in the distribution system to ensure they were locked, free of damage and/or screened (as applicable to each).

  During the course of his unannounced inspection, the Officer encountered the Water/Wastewater Foreman who was servicing a monitoring station. Subsequently, they attended a few locations and informally discussed the Municipality's water and sewage infrastructure.

  The Officer returned on January 9, 2018 to meet with the Environmental Services Director and the Water/Wastewater Foreman to conduct an onsite inspection and collect and/or inspect documents related to the operation of the drinking water system. That said, given some capital improvements that were underway, the Officer deferred the completion of this inspection until the end of the Ministry's fiscal year, i.e., March 31, 2018.

  The Officer understood a new mixing system and valve had been installed at the Exeter Tower. However, work was still underway with respect to the installation of an actuator, SCADA controls and programming. It was understood an engineering consultant would finalize a narrative for this equipment once work had been completed.

  Unfortunately, due to competing priorities which arose (e.g., the need for work at the MacNaughton Drive Reservoirs and Booster Pumping Station, etc.), it was not possible to complete the SCADA programming by the end of March. Ideally, the Officer would have liked to bookend his inspection with a supplementary data review documenting the efficacy of these changes. While that was not possible, the Officer is confident the Municipality will complete this work shortly, and that the improvements from their changes will be evident during the 2018-2019 inspection.

Capacity Assessment

- **There was sufficient monitoring of flow as required by the Municipal Drinking Water Licence or Drinking Water Works Permit issued under Part V of the SDWA.**

  Unlike with Municipal Drinking Water Licences governing drinking water systems that provide primary disinfection, the Municipality's Licence does not include explicit flow-monitoring requirements. However, Schedule A of the Municipality's Drinking Water Works Permit identifies several locations where flow meters were installed.

  In order to manage this drinking water system, eight SCADA tags are used to capture data regarding flows at various points in the Municipality's infrastructure. This includes capturing data from,
  - 3 meters monitoring flows from the MacNaughton Drive Reservoirs and Pumping Station
  - 2 meters monitoring flows from the donor's pump station
  - 1 meter monitoring flows entering the southwest corner of Exeter
  - 1 meter monitoring flows from the Stephen/Crediton Booster Pumping Station, and
  - 1 meter monitoring flows from the Huron Park Water Tower.

- **The flow measuring devices were calibrated or verified in accordance with the requirements of the Municipal Drinking Water Licence issued under Part V of the SDWA.**

  In keeping with the absence of flow-monitoring requirements, the Municipality Licence does not include explicit requirements related to the calibration of flow meters. Despite that omission, the Municipality produced records demonstrating several calibrations had been performed on flow meters in April 2017.

- **Appropriate records of flows and any capacity exceedances were made in accordance with the Municipal Drinking Water Licence issued under Part V of the SDWA.**

  While the Municipality's Licence does not include explicit conditions related to flow monitoring, eight SCADA tags are used to capture data regarding flows at various points in the Municipality's infrastructure.

Treatment Processes

- **The owner had ensured that all equipment was installed in accordance with Schedule A and Schedule C of the Drinking Water Works Permit.**

  The Ministry expects all of the treatment equipment described in Schedule A of the Owner's Permit, as may be amended by alterations identified in Schedule C, to be (and to remain) installed. As indicated in Schedule A of their Permit, the Municipality has one location where they provide secondary disinfection:

  Huron Park Water Tower – 69751 Airport Line, Huron Park
  The treatment system includes a gas chlorination system, circulation pumps, and 3 continuous chlorine residual analyzers measuring the chlorine residual in water entering the tower, following treatment, and exiting the tower.

  The Municipality advised had been no changes since the last inspection; however, they noted that in 2018, they envisioned possibly altering the current disinfection process by replacing the chlorine gas system with a sodium hypochlorite system.

  While Schedule A of their Permit identifies 3 locations where the disinfection residual is monitored, eight SCADA tags are used to capture data regarding the chlorine residual in water at various points in the Municipality's infrastructure. This includes capturing data from,
  - 3 analysers at the Huron Park Water Tower,
  - 2 analysers monitoring the residual in water from the donor's pump station,
  - 1 analyser monitoring the residual in water entering the southwest corner of Exeter,
  - 1 analyser monitoring the residual in water passing through the Stephen/Crediton Booster Pumping Station, and the

Treatment Processes

- 1 analyser monitoring the residual in water discharging from the Exeter Water Tower.

- **The owner/operating authority was in compliance with the requirement to prepare Form 1 documents as required by their Drinking Water Works Permit during the inspection period.**

  The Municipality provided copies of three Form 1 documents they had completed in 2017.

- **The owner/operating authority was in compliance with the requirement to prepare Form 2 documents as required by their Drinking Water Works Permit during the inspection period.**

  The Municipality provided a copy of the form used to document upgrades to the Exeter Water Tower. The upgrades included the installation of a mixing system, the replacement of a valve, and the installation of pressure switches, a pressure transmitter and PLC upgrades.

- **Records confirmed that the water treatment equipment which provides chlorination or chloramination for secondary disinfection purposes was operated so that at all times and all locations in the distribution system the chlorine residual was never less than 0.05 mg/l free or 0.25 mg/l combined.**

  Regardless of whether owners provide secondary disinfection themselves, Section 1-5 in O. Reg. 170/03 requires them to ensure the provision of treatment capable of providing a free chlorine residual of 0.2 mg/L at all locations within the distribution system. Further, Section 1-2 requires the free chlorine residual to be >=0.05 mg/L.

  Per the regulatory relief provided in Schedule D of the Municipality's Licence, these provisions do not apply to the northeastern extremity of the distribution system where the Municipality has opted to provide consumers point-of-entry ultraviolet disinfection systems.

  Aside from some outliers in the continuous monitoring data related to communication losses and servicing equipment, the Officer did not note any adverse incidents.

- **The owner had evidence indicating that all chemicals and materials that come in contact with water within the drinking water system met the AWWA and ANSI standards in accordance with the Municipal Drinking Water Licence and Drinking Water Works Permit issued under Part V of the SDWA.**

  In addition to product labelling, the Municipality maintains a copy of the relevant MSD sheets in their Operations and Maintenance Manual.

- **Up-to-date plans for the drinking-water system were kept in a place, or made available in such a manner, that they could be readily viewed by all persons responsible for all or part of the operation of the drinking water system in accordance with the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

  As-built drawings are maintained at the Municipality's Operations Center. Further, copies of a number of drawings are also reported to be available on the Municipality's service.

- **Where a potential bypass of primary or secondary treatment equipment existed, measures were taken to ensure that raw or partially treated water was not directed to the distribution system.**

  If needs be, the Municipality reported they have the ability to bypass the Huron Park Water Tower. In the event they needed to bypass the Tower, they have the ability to monitor the chlorine residual being supplied to the southeast corner of the distribution system via the analyser at the Stephen/Crediton Booster Pumping Station.

Treatment Process Monitoring

- **The secondary disinfectant residual was measured as required for the distribution system.**

Treatment Process Monitoring

- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

  Where continuous monitoring equipment is used to fulfil chlorine or turbidity testing requirements, Section 6-5 in O. Reg. 170/03 requires an examination of results captured by continuous monitoring equipment within 72 hours of the tests.

  The Municipality's SCADA system generates a Daily Report at the end of each day summarizing chlorine residual, pressure, flow, water level and equipment runtimes data. On weekday mornings, operators review the Daily Report(s) from the previous day (or weekend), at which time they manually enter the date/time of their review, and sign their initials. Further, they may make notations regarding any irregularities they identify on the Daily Report and/or in the calendar they use as a logbook.

  Lastly, the Municipality advised they have a protocol in place covering holidays in order to ensure the reviews occur within 72 hours.

- **Samples for chlorine residual analysis were tested using an acceptable portable device.**

  Where testing is not performed by continuous monitoring equipment, Subsection 6-7 (1) of O. Reg. 170/03 requires the use of an electronic direct readout colorimetric or amperometric analyzer (or an alternate device with proven accuracy, reliability and ease of use).

  The Municipality's operators use Hach Pocket Colorimeters, a standard device in the water industry, to conduct chlorine residual testing on the grab samples they collect.

- **All continuous analysers were calibrated, maintained, and operated, in accordance with the manufacturer's instructions or the regulation.**

  The Municipality provided a worksheet confirming they were checking the calibration of their continuous analysers on a monthly basis. They noted were considering having their operators schedule monthly tests their handheld units.

  Currently, the Municipality possess gel standards, and operators can test the calibration of these units on an as-needed basis. Further, documents indicated an outside vendor is used annually to service and verify the calibration of these units.

Distribution System

- **There is a backflow prevention program, policy and/or bylaw in place.**

  Part 7 of By-Law 56 - 2014, entitled A By-Law to provide for the Regulation of Water Services, prohibits connections that could allow a contaminant to enter the distribution system. The Officer understands that following the passage of the previous by-law, some owners of pre-existing commercial and industrial services were required to install backflow preventers.

- **The owner had a program or maintained a schedule for routine cleanout, inspection and maintenance of reservoirs and elevated storage tanks within the distribution system.**

  The Municipality advised their current schedule calls for an inspection of their reservoirs and the two water towers on a five-year cycle.

- **Existing parts of the distribution system that are taken out of service for inspection, repair or other activities that may lead to contamination, and all new parts of the distribution system that come in contact with drinking water, were disinfected in accordance with Schedule B, Condition 2.3 of the Drinking Water Works Permit, or an equivalent procedure (i.e. the Watermain Disinfection Procedure).**

Distribution System

Per Section 31 of the Safe Drinking Water Act, the establishment and alteration of municipal drinking water systems must comply with the Permit. Condition 2.3 in Schedule B of the Permit requires all new and/or altered equipment to be disinfected before being put into service in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:

- The ministry's Watermain Disinfection Procedure, effective November 19, 2016
- AWWA C652 – Standard for Disinfection of Water-Storage Facilities
- AWWA C653 – Standard for Disinfection of Water Treatment Plants
- AWWA C654 – Standard for Disinfection of Wells

The Municipality advised that they maintain a copy of the first document in their service trailer. Further, they produced worksheets prepared by operators documenting watermain failures/breaks.

- **The owner had implemented a program for the flushing of watermains as per industry standards.**

- **Records confirmed that disinfectant residuals were routinely checked at the extremities and "dead ends" of the distribution system.**

  The Municpality provided records of chlorine residual testing being performed within the distribution system. They have a number of locations they test on a rotating basis.

  Note: With respect to the northeastern extremity of the distribution system, the watermains, which once supplied water from wells to Exeter, are oversized for this current role as distribution mains. This makes it difficult to maintain the chlorine residual at a consistent level. Consequently, the Municipality has opted to supply point-of-entry treatment equipment to several consumers served by these mains.

- **A program was in place for inspecting and exercising valves.**

  To ensure all stop valves will function when required, the Ministry recommends municipalities adopt a program for inspecting/exercising valves (e.g., per Section 4.2.5 of AWWA Standard G200-09). To that ends, the Municipality advised they attempt to exercise critical valves on their main supply mains twice per year, and the rest of the valves on a three-year rotation.

- **There was a program in place for inspecting and operating hydrants.**

  The Ministry recommends a formal program (e.g., per Section 4.2.6 in AWWA Standard G200-09) that includes,
  - targeting a percentage of the hydrants to be inspected and tested.
  - developing procedures for opening and closing hydrants.
  - developing procedures for fire flow testing and marking.

  The Municipality advised all hydrants are serviced and flushed at least once per year (with some being flushed more regularly as part of system flushing). Further, the Municipality noted the addition of new hydrant markers in 2017.

- **There was a by-law or policy in place limiting access to hydrants.**

  The Ministry recommends municipalities implement measures to protect their water system by limiting access to their hydrants. Condition 4.5 of By-Law 56-2014 states, "Except for water used for fire fighting and Municipality approved maintenance or operations, any other use of a Municipal fire hydrant or hydrant on private property for water supply is prohibited."

- **The owner was able to maintain proper pressures in the distribution system and pressure was monitored to alert the operator of conditions which may lead to loss of pressure below the value under which the system is designed to operate.**

Distribution System

The Drinking Water Works Permit prohibits additions or alterations that would "adversely affect a distribution system's ability to maintain a minimum pressure of 140kPa at ground level at all points in the distribution system under maximum day demand plus fire flow conditions." To avoid contamination related to a significant loss in pressure, the Ministry recommends pressure monitoring to alert operators of potential concerns.

As indicated by the description of the drinking water system in Schedule A of the Permit, pressure sensors are located at the two pumping stations, the two water towers, and at two monitoring chambers. In addition to capturing data, the Municipality's SCADA system is designed to convey alarms in the event pressure loss is detected within the system.

- **The donor had provided an Annual Report to the receiver drinking water system.**

  Where systems supply all of the water for other drinking water systems, Section 11 of O. Reg. 170/03 requires donors to provide a copy of their Annual Reports to the owner of the receiving systems. The Officer understands the Donor continues to circulate copies of their Annual Report, and to post a copy on their website.

Operations Manuals

- **Operators and maintenance personnel had ready access to operations and maintenance manuals.**

  Section 28 of O. Reg. 128/04 requires owners and operating authorities to ensure operators have ready access to comprehensive operations and maintenance manuals. A copy of the manual and other documents was readily available to operators at their Operations Center. In the absence of significant alterations, the Municipality noted there had been no significant changes to the document since it was last revised in 2016. That said, they advised that they periodically review the list of contacts and suppliers in the appendices to ensure that in the event of an incident, operators have current information to rely on.

- **The operations and maintenance manuals contained plans, drawings and process descriptions sufficient for the safe and efficient operation of the system.**

- **The operations and maintenance manuals met the requirements of the Drinking Water Works Permit and Municipal Drinking Water Licence issued under Part V of the SDWA.**

Logbooks

- **Records or other record keeping mechanisms confirmed that operational testing not performed by continuous monitoring equipment was being done by a certified operator, water quality analyst, or person who suffices the requirements of O. Reg. 170/03 7-5.**

- **For every required operational test and every required sample, a record was made of the date, time, location, name of the person conducting the test and result of the test.**

- **The operator-in-charge ensured that records were maintained of all adjustments made to the processes within his or her responsibility.**

  To ensure records of adjustments to treatment processes are documented pursuant to Subsection 26 (2) (c) of O. Reg. 128/04, the Municipality advised their operators-in-charge make use of the logbook and log sheets at each facility.

- **Logs or other record keeping mechanisms were available for at least five (5) years.**

  Pursuant to Subsection 27 (6) of O. Reg. 128/04, the Municipality has committed to ensuring that their logs and related records are retained for a minimum of five years. I.e., their record retention bylaw calls for a minimum 7-

Logbooks

year retention period.

Contingency/Emergency Planning

- **Spill containment was provided for process chemicals and/or standby power generator fuel.**

  The description of the drinking water system in Schedule A of the Permit identifies locations where generators were installed. Secondary fuel containment is provided at each pump station where a diesel generator is located.

  Crediton Booster Pumping Station – 100 Victoria Avenue West, Crediton

  MacNaughton Drive Pumping Station – 62 MacNaughton Drive, Exeter

  Secondary fuel containment is not required at the water towers as natural gas generators are available to provide standby power.

  Operations Centre/Exeter Water Tower – 82 Nelson Street, Exeter

  Huron Park Water Tower – 69751 Airport Line, Huron Park

  Similarly, secondary containment is not required for the chlorination system at the Huron Park Water Tower as it makes use of two 150 lb chlorine gas tanks. A chlorine gas detector has been installed to detect leaks.

- **Clean-up equipment and materials were in place for the clean up of spills.**

  The Ministry recommends maintaining materials appropriate to the type and volume of fuel and/or chemicals stored at facilities, to allow operators to respond to potential spills. The Municipality noted that they maintain small kits, and that they have ready access to additional materials from an industrial supplier in Exeter.

- **Standby power generators were tested under normal load conditions.**

  Generators must not only start; when required, generators must deliver the power necessary to operate the drinking water system. Consequently, the Municipality requires operators to conduct periodic starts throughout the year, and to have a contactor perform semi-annual inspection and maintenance.

Security

- **All storage facilities were completely covered and secure.**

- **Air vents and overflows associated with reservoirs and elevated storage structures were equipped with screens.**

  To reduce the likelihood of contamination, the Ministry recommends the use of screens on air vents and overflows associated with water storage structures. Further, as screens are frequently not visible and/or accessible, the Ministry recommends periodic inspections to ensure they are free of any damage.

  The Municipality advised the screens on their elevated storage are examined as part of the periodic inspections they have an outside contractor perform.

- **The owner had provided security measures to protect components of the drinking water system.**

  The Ministry recommends owners adopt various measures to secure their supplies, treatment and storage facilities from intruders and potential sources of contamination. Security measures protecting the various components in the system include weekly inspection, locked doors, and intruder alarms.

  The Municipality noted the properties are not fenced due to the belief/experience that fences tend to promote curiosity and provide a challenge to be overcome. Aside from some minor graffiti, the Municipality did not report

Security

any incidents or concerns suggesting a need for additional security measures.

Consumer Relations

- **The owner and/or operating authority undertook efforts to promote water conservation and reduce water losses in their system.**

  The Municipality produced a spreadsheet confirming they are tracking water losses. Unaccounted for water appears to be relatively high, i.e., > 20%.

  Based upon work done to date, they are of the belief that watermains in Exeter are relatively tight, and that their primary sources of water loss appear to be related to watermains in parts of the western end of the distribution system. Therefore, they have been looking at a program to replace mains where they identify issues related to poor materials and/or construction.

Certification and Training

- **The overall responsible operator had been designated for each subsystem.**

  O. Reg. 128/04 prescribes a system for classifying municipal residential systems. On February 19, 2016, a certificate was issued indicating this drinking water system was classified as a Class III water distribution system. O. Reg. 128/04 also includes a corresponding system for certifying operators. Further, Subsection 23 (1) of the Regulation requires the appointment of an "overall responsible operator" for each subsystem.

  The Environmental Services Department uses its personnel to operate both their water and wastewater infrastructure. Further, they make use of a daily worksheet to record when operators are on duty, on call, and are serving as the Overall Responsible Operator (ORO) or Operator-in-Charge (OIC). The Municipality's Water/Wastewater Foreman normally serves as the ORO. He possesses a Class III Water Distribution Certificate - which is appropriate for this system.

  Should the Foreman be unavailable, the Municipality may call upon one of three other operators to serve in this capacity. One holds a Class II Water Distribution certificate. The others hold Class II and Class III Water Supply Certificates.

- **Operators in charge had been designated for all subsystems which comprised the drinking-water system.**

  Subsection 25 (1) of O. Reg. 128/04 requires the appointment of one or more operators-in-charge for each subsystem. The Municipality advised they have three operators who routinely serve as operator-in-charge, i.e., the same individuals who may be called upon to serve as backup Overall Responsible Operator.

- **All activities that were undertaken by uncertified persons in the DW subsystems were overseen by persons having the prescribed qualifications.**

  Subsection 11 (1) (5) of the Safe Drinking Water Act requires the placement of uncertified personnel under the supervision of persons having the prescribed qualifications.

  The Municipality reported this duty normally falls to the Overall Responsible Operator or to the Operator-in-Charge.

- **All operators possessed the required certification.**

  Each of the operators identified by the Municipality holds a drinking water certificate or a conditional drinking water certificate. Classification and certification documents were prominently displayed in the Operations Centre.

- **Only certified operators made adjustments to the treatment equipment.**

Certification and Training

The only treatment equipment in this system is the chlorination equipment at the Huron Park Water Tower.

The Municipality advised that pursuant to Schedule 1 of O. Reg. 170/03, subsection 1-2(2)5, all individuals who are appropriately certified as Drinking-Water System Operators under O. Reg. 128/04, are permitted to make adjustments to the treatment equipment. Their weekly checks of the various components in this system are documented on a worksheet.

- **An adequately licenced operator was designated to act in place of the overall responsible operator when the overall responsible operator was unable to act.**

  Section 23 of O. Reg. 128/04 requires the appointment of an overall responsible operator (ORO). As operators cannot be available 365 days a year (e.g., whether it be due to vacations or illness), several subsections address the appointment of alternates during these absences.

  The Municipality has additional qualified personnel who can designated to serve in this capacity in the event the ORO is unavailable.

Water Quality Monitoring

- **All microbiological water quality monitoring requirements for distribution samples were being met.**

- **All haloacetic acid water quality monitoring requirements prescribed by legislation are being conducted within the required frequency and at the required location.**

  Certificates of Analysis available at the time inspection confirmed the Municipality has been collecting samples for testing this new parameter. However, as the Municipality overlooked registering the use of SGS Environmental Services to test this new parameter, the laboratory has been unable to load the results onto the Ministry's Drinking Water Information System. This problem has since been remedied.

  In 2017, samples for trihalomethanes (THMs) and haloacetic acids (HAAs) were collected from 82 Nelson Street – the Municipality's Operations Centre.

- **All trihalomethane water quality monitoring requirements prescribed by legislation were conducted within the required frequency and at the required location.**

- **All sampling requirements for lead prescribed by schedule 15.1 of O. Reg. 170/03 were being met.**

- **Records confirmed that chlorine residual tests were being conducted at the same time and at the same location that microbiological samples were obtained.**

- **The drinking water system owner submitted written notices to the Director that identified the laboratories that were conducting tests for parameters required by legislation, Order, Drinking Water Works Permit or Municipal Drinking Water Licence.**

  The Municipality appeared to have initialled overlooked registering the use of SGS Environmental Services to test the new parameter Total Haloacetic Acids. As such, the laboratory was unable to load some results onto the Ministry's Drinking Water Information System (DWIS). However, this oversight has already been resolved, and the most recent test result was successfully located onto DWIS.

- **The owner indicated that the required records are kept and will be kept for the required time period.**

  Section 13 of O. Reg. 170/03 prescribes a retention schedule for various water quality monitoring documents. To satisfy these requirements, the Municipality advised they archive historical records at the Municipality's Operations

Water Quality Monitoring

Centre.

Note: The Municipality's Operational Plan references Bylaw 50-2011. However, document retention is currently governed by Bylaw 61-2015. The record retention schedule in Schedule B of the Bylaw indicates the Municipality intends to meet and/or exceed the document retention requirements in Section 13 of O. Reg. 170/03.

Water Quality Assessment

- **Records showed that all water sample results taken during the inspection review period did not exceed the values of tables 1, 2 and 3 of the Ontario Drinking Water Quality Standards (O.Reg. 169/03).**

Reporting & Corrective Actions

- **Where required continuous monitoring equipment used for the monitoring of chlorine residual and/or turbidity triggered an alarm or an automatic shut-off, a qualified person responded in a timely manner and took appropriate actions.**

  Where continuous chlorine residual monitoring equipment malfunctions, loses power, alarms or results in a shutdown, the Ministry requires prompt and appropriate action. The Officer noted operators appear to be documenting responses to alarms, and conditions which might give rise to unusual readings, e.g., servicing of analysers. Operators appeared to have acted promptly and appropriately, i.e., when not already at the site.

  Note: The logs generally spoke to actual measured values (high or low) but did not generally did not speak to data gaps due to communications issues, etc.

- **Summary Reports for municipal council were completed on time, included the required content, and were distributed in accordance with the regulatory requirements.**

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

This section provides a summary of all non-compliance with regulatory requirements identified during the inspection period, as well as actions required to address these issues. Further details pertaining to these items can be found in the body of the inspection report.

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

This section provides a summary of all recommendations and best practice issues identified during the inspection period. Details pertaining to these items can be found in the body of the inspection report. In the interest of continuous improvement in the interim, it is recommended that owners and operators develop an awareness of the following issues and consider measures to address them.

Not Applicable

Ontario

Ministry of the Environment and Climate Change
Inspection Report

SIGNATURES

Inspected By:	Signature: (Provincial Officer)
Paul Tersteege	Paul ter Steege
Reviewed & Approved By:	Signature: (Supervisor)
Marc Bechard	Marc Bechard 2018.04.17 14:57:20 -04'00'
Review & Approval Date:	

Note: This inspection does not in any way suggest that there is or has been compliance with applicable legislation and regulations as they apply or may apply to this facility. It is, and remains, the responsibility of the owner and/or operating authority to ensure compliance with all applicable legislative and regulatory requirements.

Appendix 1 - Inspection Summary Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2017-2018)

DWS Name:	SOUTH HURON DISTRIBUTION SYSTEM
DWS Number:	220001520
DWS Owner:	South Huron, The Corporation Of The Municipality
Municipal Location:	South Huron
Regulation:	O.REG 170/03
Category:	Large Municipal Residential System
Type Of Inspection:	Standalone
Inspection Date:	December 29, 2017
Ministry Office:	Sarnia District

Maximum Question Rating: 376

Inspection Module	Non-Compliance Rating
Capacity Assessment	0 / 26
Treatment Processes	0 / 55
Distribution System	0 / 21
Operations Manuals	0 / 42
Logbooks	0 / 26
Certification and Training	0 / 57
Water Quality Monitoring	0 / 67
Reporting & Corrective Actions	0 / 25
Treatment Process Monitoring	0 / 57
TOTAL	**0 / 376**

Inspection Risk Rating	**0.00%**

FINAL INSPECTION RATING:	**100.00%**

Inspection Rating Record Generated On 17-APR-18 (Inspection ID: 1-F9FHR).

Ministry of the Environment - Detailed Inspection Rating Record (Reporting Year - 2017-2018)

DWS Name:	SOUTH HURON DISTRIBUTION SYSTEM
DWS Number:	220001520
DWS Owner:	South Huron, The Corporation Of The Municipality
Municipal Location:	South Huron
Regulation:	O.REG 170/03
Category:	Large Municipal Residential System
Type Of Inspection:	Standalone
Inspection Date:	December 29, 2017
Ministry Office:	Sarnia District

Maximum Question Rating: 376

Inspection Risk Rating	**0.00%**

FINAL INSPECTION RATING:	**100.00%**

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Environmental Services Director**
Date:	May 7 2018
Report:	ESD.18.20
Subject:	Engineering services for Rural Watermain Replacement Projects.

Recommendations:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Engineering services for Rural Watermain Replacement Projects AND;

That South Huron Council amend the engineering services agreement with BM Ross Engineers to add the amount of $73,800.00 plus HST for professional services related to Rural Watermain Replacement Projects.

Purpose:

The purpose of this report is to obtain Council approval to amend the BM Ross Engineering Services Agreement to include professional services related to the construction phase of the rural watermain replacements on Dashwood Road from Shipka Line to Bronson Line; Shipka Line from South Road to Kirkton Road; and the Easement from Huron Street to McTaggart Line.

Background and Analysis:

Engineering Services RFP's include a clause that it is the Municipality's intention to award contract administration and on-site inspection of reconstruction projects the following year to the Consultant who is awarded the design work. This is done to maximize the efficiency of the engineering

services and obtain competitive pricing for the future construction phase of the project, reducing overall costs. This approach also reduces liability and improves accountability by ensuring construction work is inspected by the same engineer who designed the works.

Accordingly, all proposals received for construction projects included forecasted costs for future contract administration and construction inspection.

On June 19, 2017 Council awarded a professional services contract to BM Ross Engineers for engineering services related to the design, approvals and preparation of tender documents for the rural watermain replacements on Dashwood Road from Shipka Line to Bronson Line; Shipka Line from South Road to Kirkton Road; and the Easement from Huron Street to McTaggart Line).

When these projects were scheduled to proceed to construction, it was the Municipality's intent to add construction related professional services to the BM Ross Engineering Services Agreement.

On April 3, 2018 Council authorized the award of a construction contract to the low bidder and construction is anticipated to commence in the next few weeks. Accordingly, professional services are required from the original design engineer for contract administration and on-site inspection services.

Operational Considerations:

There were no alternatives considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

<u>Administrative Efficiency and Fiscal Responsibility</u>

Coordinated replacement of aging road/water/wastewater infrastructure is very cost effective due to the scale of efficiencies of this approach.

<u>Transparent, Accountable and Collaborative Governance</u>

The Request for Proposal process was used for the original professional services contract, in accordance with the procurement By-law 33-2017. Using the RFP process demonstrates commitment to transparency; engaging the public demonstrates accountable and collaborative governance.

Dedicated Economic Development Effort

Having well managed water distribution systems are essential to attracting and retaining businesses.

Financial Impact:

The 2018 capital budget for rural watermain replacements included the total amount of $73,800.00 plus HST for engineering services (ie. Dashwood Road from Shipka Line to Bronson Line $33,700.00 plus HST; Shipka Line from South Road to Kirkton Road $25,400.00 plus HST; and the Easement from Huron Street to McTaggart $14,700.00 plus HST).

These amounts were included in the Report to Council dated April 3, 2018 as engineering costs associated with 2018 construction activities.

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:

1. Approved 2018 Water Capital Budget
2. South Huron Asset Management Plan
3. South Huron Drinking Water System Financial Plan

Consultation:

The Manager of Financial Services/Treasurer was consulted as part of the preparation of this report.

Related Documents:

None

Respectfully submitted,

_____

Don Giberson, Environmental Services Director

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Environmental Services Director**
Date:	May 7 2018
Report:	ESD.18.21
Subject:	Engineering Services for Huron Street East Reconstruction Project

Recommendations:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Engineering Services for Huron Street East Reconstruction project AND;

That South Huron Council amend the Engineering Services Agreement with GMBluePlan Engineers to add the amount of $94,270.00 plus HST for professional services related to Huron Street East Reconstruction project.

Purpose:

The purpose of this report is to obtain Council approval to amend the GMBluePlan Engineering Services Agreement to include professional services related to the construction phase of the Huron Street East Reconstruction project.

Background and Analysis:

Engineering Services RFP's include a clause that it is the Municipality's intention to award contract administration and on-site inspection of reconstruction projects the following year to the Consultant who is awarded the design work. This is done to maximize the efficiency of the engineering services and obtain competitive pricing for the future construction phase of

the project, reducing overall costs. This approach also reduces liability and improves accountability by ensuring construction work is inspected by the same engineer who designed the works.

Accordingly, all proposals received for construction projects included forecasted costs for future contract administration and construction inspection.

On June 19, 2017 Council awarded a professional services contract to GMBluePlan Engineers for engineering services related to the design, approvals and preparation of tender documents for the Huron Street East Reconstruction Project. When this project was scheduled to proceed to construction, it was the Municipality's intent to add construction related professional services to the GMBluePlan Engineering Services Agreement.

On April 16, 2018 Council authorized the award of a construction contract to the low bidder and construction is anticipated to commence in the next few weeks. Accordingly, professional services are required from the original design engineer for contract administration and on-site inspection services.

Operational Considerations:

There were no alternatives considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

<u>Administrative Efficiency and Fiscal Responsibility</u>

Coordinated replacement of aging road/water/wastewater infrastructure is very cost effective due to the scale of efficiencies of this approach.

<u>Transparent, Accountable and Collaborative Governance</u>

The Request for Proposal process was used for the original professional services contract, in accordance with the procurement By-law 33-2017. A public open house was held to engage the public and affected residents.

Using the RFP process demonstrates commitment to transparency; engaging the public demonstrates accountable and collaborative governance.

Dedicated Economic Development Effort

Having well managed roads/water/wastewater systems are essential to attracting and retaining businesses.

Financial Impact:

The 2018 capital budget for Huron Street East Reconstruction Project included the amount of $94,270.00 plus HST for engineering services. This amount was apportioned between Roads $47,135.00 plus HST; Sanitary Sewers $28,281.00 plus HST and Water $18,854.00 plus HST based the level of effort, extent of infrastructure replacement and restoration cost sharing.

These amounts were included in the Report to Council dated April 16, 2018 as engineering costs associated with 2018 construction activities.

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:

1. Approved 2018 Water, Sewer & Transportation Capital Budgets
2. South Huron Asset Management Plan
3. South Huron Drinking Water System Financial Plan

Consultation:

The Manager of Financial Services/Treasurer was consulted as part of the preparation of this report.

Related Documents:

None

Respectfully submitted,

_____

Don Giberson, Environmental Services Director

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Environmental Services Director**
Date:	May 7 2018
Report:	ESD.18.22
Subject:	**Budget Amendment – Engineering for Replacement of Mollard Line Culvert Structure #1056**

Recommendations:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: **Budget Amendment** – Engineering for Replacement of Mollard Line Culvert Structure #1056; AND

That South Huron Council amend the 2018 Transportation Services Capital Budget to include a capital project for engineering services associated with the replacement of Mollard Line Culvert Structure #1056 in the amount of $40,000.00;AND

That the source of funding for the project be from savings realized from the Huron Street East Reconstruction capital project.

Purpose:

Council approval

Background and Analysis:

As a follow up to the Council Report of April 16, 2018, Council expressed their desire to complete the necessary engineering work to design and have tender ready a replacement for the failed Mollard Line Culvert Structure #1056.

Council directed Staff to bring back a report for Council's consideration to amend the 2018 Transportation Services Capital Budget to add a capital project for engineering services associated with the replacement of Mollard Line Culvert Structure #1056.

Upon approval, competitive RFP's would be solicited from qualified Engineers to provide these necessary professional services. The goal would be to complete the engineering work in 2018 and position the Municipality to tender the project as early as possible after Council approval of the 2019 Budget.

Operational Considerations:

None were considered.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies key objectives that are reflective of the collective perspectives of the strategic planning process.

The recommendations and actions outlined in this report are reflective of the following strategic objectives:

Administrative Efficiency and Fiscal Responsibility

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Financial Impact:

The estimated cost of engineering services necessary to design and prepare tender documents for the replacement of Mollard Line Culvert Structure #1056 is $40,000.

The recommended source of funding for engineering services associated with the replacement of the Mollard Line Culvert Structure #1056 is from the savings realized from the recently awarded contact for the Huron Street East Reconstruction project. The estimated savings over the amount budgeted in the 2018 Transportation Services Capital Budget for Huron Street East Reconstruction project is $92,385.70

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:

1. Minimum Maintenance Standards, under the Highway Traffic Act.
2. South Huron Asset Management Plan

Consultation:

Sandy Becker, Financial Services Manager/Treasurer was consulted on the preparation of this report.

Related Documents:

None

Respectfully submitted,

_____

Don Giberson, Environmental Services Director

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Rebekah Msuya-Collison, Clerk**
Date:	May 7 2018
Report:	12-2018
Subject:	Request for Drainage Improvement

Recommendations:

That South Huron Council receives the report from R. Msuya-Collison, Clerk re: Requests for Drain Improvement under Section 78 of the Drainage Act; and

That South Huron Council hereby appoints William J. Dietrich, P. Eng., from Dietrich Engineering Ltd. as the Municipal Drainage Engineer to prepare a report for Drain Improvement.

Purpose:

To provide Council with the Petition for Drain Improvement filed by the following parties for the Shipka Drain:

1. Robert Wright for the drainage works improvement on Part Lot 12, Part Lot 13 Concession 20; South Huron; and

2. Jane Seeley and Paul Love for the drainage works improvement on Part Lot 11, Concession 20 Part Lot 11 Concession 19 W; South Huron; and

3. A.G. Hayter Contracting for the drainage works improvement on Part Lot 12 Con 20, Part Lot 8 Con 21; South Huron; and

4. Heiner Holland for the drainage works improvement on Part Lot 13 Part Lot 14, Con 20 N; South Huron.

Background and Analysis:

Please find attached Petition for Drain Improvement by Owners pursuant to Section 78 of the Drainage Act. R.S.O. 1990, as submitted by Robert Wrights, Jane Seeley, Paul Love, A.G. Hayter Contracting and Heiner Holland.

Operational Considerations:

There are no operational considerations as a result of the actions outlined in this report.

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:

- ✓ Administrative Efficiency and Fiscal Responsibility
- ✓ Transparent, Accountable, and Collaborative Governance

Financial Impact:

There is no financial impact as a result of the actions outlined in this report.

Legal Impact:

There is no legal impact as a result of the actions outlined in this report.

Staffing Impact:

There is no staffing impact as a result of the actions outlined in this report.

Policies/Legislation:

Drainage Act

Consultation:

Dietrich Engineering Limited

Related Documents:

Notices of Requests for Drain Improvement

Respectfully submitted,

_____

Rebekah Msuya-Collison, Clerk

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990, c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of South Huron

Re: Shipka Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ **Changing the course of the drainage works;**
- ☐ **Making a new outlet for the whole or any part of the drainage works;**
- ☐ **Constructing a tile drain under the bed of the whole or any part of the drainage works;**
- ☑ **Constructing, reconstructing or extending bridges or culverts;**
- ☐ **Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;**
- ☐ **Otherwise improving, extending to an outlet or altering the drainage works;**
- ☐ **Covering all or part of the drainage works; and/or**
- ☐ **Consolidating two or more drainage works.**

Provide a more specific description of the proposed drain improvement you are requesting:

replacing lane culverts & cleaning ditch

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description	
CON 20 PT LT 12 PT LT 13	
Ward or Geographic Township	Parcel Roll Number
Stephen	040020013040000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

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Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name	First Name	Middle Initial
WRIGHT	Robert	H

Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
	70114 C	GRAND BEND LINE	BOX 777

City/Town	Province	Postal Code
Grand Bend	ON	N0M 1T0

Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)
519-238-5010		

To be completed by recipient municipality:

Notice filed this 13 day of April 20 18

Name of Clerk (Last Name, First Name)	Signature of Clerk
MSUYA-COLLISON	R Mallison

Ontario

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990,c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of South Huron.

Re: Shipka Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ **Changing the course of the drainage works;**
- ☐ **Making a new outlet for the whole or any part of the drainage works;**
- ☐ **Constructing a tile drain under the bed of the whole or any part of the drainage works;**
- ☑ **Constructing, reconstructing or extending bridges or culverts;**
- ☐ **Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;**
- ☐ **Otherwise improving, extending to an outlet or altering the drainage works;**
- ☐ **Covering all or part of the drainage works; and/or**
- ☐ **Consolidating two or more drainage works.**

Provide a more specific description of the proposed drain improvement you are requesting:

replacing lane culverts & cleaning ditch

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description
CON 20 PT LT 11, CON 19 W PT LT 11

Ward or Geographic Township	Parcel Roll Number
Stephen.	040020012000000 / 040019013000000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

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Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name	First Name	Middle Initial
Seeley	Jane	

Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
	70038	Grand Bend Line, RR 3	

City/Town	Province	Postal Code
Parkhill	Ontario	N0M 2K0

Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)
519-872-8372		jsseeley@yahoo.ca

To be completed by recipient municipality:

Notice filed this 13 day of April 20 13

Name of Clerk (Last Name, First Name)	Signature of Clerk
Msuya-Collison, Rebekah	RMCollison

Ontario

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990,c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of South Huron

Re: Shipka Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ **Changing the course of the drainage works;**
- ☐ **Making a new outlet for the whole or any part of the drainage works;**
- ☐ **Constructing a tile drain under the bed of the whole or any part of the drainage works;**
- ☑ **Constructing, reconstructing or extending bridges or culverts;**
- ☐ **Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;**
- ☐ **Otherwise improving, extending to an outlet or altering the drainage works;**
- ☐ **Covering all or part of the drainage works; and/or**
- ☐ **Consolidating two or more drainage works.**

Provide a more specific description of the proposed drain improvement you are requesting:

replacing tone culverts & cleaning drain.

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description: CON 20 PT LT 11, CON 19 W PT LT 11

Ward or Geographic Township	Parcel Roll Number
Stephen	040020012000000 040019013000000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

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Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name	First Name	Middle Initial
Love	Paul	M

Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
	70038	Grand Bend Line RR3	

City/Town	Province	Postal Code
Parkhill	Ontario	N0M 2K0

Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)
519-238-2205	519 476-2205	paul70038@gmail.com

To be completed by recipient municipality:

Notice filed this 13 day of April 20 18

Name of Clerk (Last Name, First Name)	Signature of Clerk
Msuya-Collison, Rebekah	R Collison

Ontario

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990,c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of South Huron

Re: Shipka Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ **Changing the course of the drainage works;**
- ☐ **Making a new outlet for the whole or any part of the drainage works;**
- ☐ **Constructing a tile drain under the bed of the whole or any part of the drainage works;**
- ☑ **Constructing, reconstructing or extending bridges or culverts;**
- ☐ **Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;**
- ☐ **Otherwise improving, extending to an outlet or altering the drainage works;**
- ☐ **Covering all or part of the drainage works; and/or**
- ☐ **Consolidating two or more drainage works.**

Provide a more specific description of the proposed drain improvement you are requesting:

replacing lane culverts and cleaning ditch.

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description	
CON 20 S PT LT 12, CON 21 PT 4-8	
Ward or Geographic Township	Parcel Roll Number
Stephen	040020013020000
	040020070000000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

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Select Ownership Type

Enter the mailing address and primary contact information of property owner below:

Last Name	First Name	Middle Initial
Hayter - A. G Hayter Contracting	Glenn	

Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
		70098 Grand Bend line	

City/Town	Province	Postal Code
Grand Bend	Ont	N0M 2K0

Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)
519-238-2313	519-808 6115	hayterag@hay.net

To be completed by recipient municipality:

Notice filed this 13 day of April 20 18

Name of Clerk (Last Name, First Name)	Signature of Clerk
Msuya-Collison, Rebekah	RMcollison

Ontario

Notice of Request for Drain Improvement

Drainage Act, R.S.O. 1990,c. D.17, subs. 78(1)

To: The Council of the Corporation of the Municipality of South Huron

Re: Shipka Drain
(Name of Drain)

In accordance with section 78(1) of the *Drainage Act*, take notice that I/we, as owner(s) of land affected, request that the above mentioned drain be improved.

The work being requested is (check all appropriate boxes):

- ☐ **Changing the course of the drainage works;**
- ☐ **Making a new outlet for the whole or any part of the drainage works;**
- ☐ **Constructing a tile drain under the bed of the whole or any part of the drainage works;**
- ☑ **Constructing, reconstructing or extending bridges or culverts;**
- ☐ **Constructing, reconstructing or extending embankments, walls, dykes, dams, reservoirs, pumping stations or other protective works in connection with the drainage works;**
- ☐ **Otherwise improving, extending to an outlet or altering the drainage works;**
- ☐ **Covering all or part of the drainage works; and/or**
- ☐ **Consolidating two or more drainage works.**

Provide a more specific description of the proposed drain improvement you are requesting:

replacing lane culverts & cleaning ditch

Property Owners:

- Your municipal property tax bill will provide the property description and parcel roll number.
- In rural areas, the property description should be in the form of (part) lot and concession and civic address.
- In urban areas, the property description should be in the form of street address and lot and plan number, if available.

Property Description
70266 Grand Bend Line CON 20 N PT LT 13 PT LT 14

Ward or Geographic Township	Parcel Roll Number
Stephen	040020012010000

If property is owned in partnership, all partners must be listed. If property is owned by a corporation, list the corporation's name and the name and corporate position of the authorized officer. Only the owner(s) of the property may request a drain improvement.

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Select Ownership Type Corporation

Enter the mailing address and primary contact information of property owner below:

Last Name	First Name	Middle Initial
Holland	Hemer	M

Mailing Address

Unit Number	Street/Road Number	Street/Road Name	PO Box
	70266	Grand Bend Line	

City/Town	Province	Postal Code
Grand Bend	Ont	N0M 1T0

Telephone Number	Cell Phone Number (Optional)	Email Address (Optional)
519 8685479		hholland@Bendtechinc.com

To be completed by recipient municipality:

Notice filed this 17 day of April 20 18

Name of Clerk (Last Name, First Name)	Signature of Clerk
MSUYA-COLLISON, Rebekah	RMcCollison

Ontario

Staff Memo to Council

Report To:	Mayor Cole and Members of South Huron Council
Meeting Date:	May 6, 2018
From:	Dan Best, Chief Administrative Officer
Report:	CAO Memo 18.01
Subject:	Exeter Cemetery Fence Removal

Recommendations:

That South Huron Council receive the memo of Dan Best, Chief Administrative Officer re: Exeter Fence Removal.

Purpose:

Council Information

Background and Information:

Further to the request of Council on April 16, 2018 this memo provides an overview of the information collected by Staff which resulted in the removal of the fence at the Exeter Cemetery.

The disrepair of the cemetery that has been occurring over a number of years and the continuation of spot repairs and maintenance was no longer effective or efficient.

An overview of the history provided by Staff is outlined below:

- Prior to 2012, a staff member (with welding certification), repaired some sections of the fence that still had enough metal to do so.

- October 29, 2012, a contractor examined the decorative fencing surrounding the cemetery and noted that there was more metal missing than there was to repair. He provided options to replace caps and posts and salvage what he could, however this was cost prohibitive as the main structure was

deteriorated beyond repair. As this was a temporary solution, it would appear that no action was taken.

- In 2014 a painting contractor was contacted to determine if the fence could be sandblasted and painted. This was no longer possible due to the significant loss of metal in the fencing as a result of spot repairs through the years. It would appear at this point, removal was the only option.

- As part of the 2015 Cemetery capital budget, Staff recommended replacement of the decorative fencing at a cost of $90,000.00. Prior to presentation to Council, this project was removed from the budget. It was recommended by the CAO of that time for staff prepare a report to Council providing options for discussion. Staff began preparing a report for the January 18, 2016 Council meeting. It would appear that this report was never completed and presented to Council. At that time, the options being examined at an estimated cost of $90,000 were as follows:

    - Remove the fence
    - Replace with chain link
    - Block stone (armor stone)
    - Leave as status quo.

No action was taken, and the fence continued to deteriorate. In 2017 as part of a tour of Municipal facilities, a review of the cemetery and the history of the fence was discussed. At that time, concerns related to health and safety, maintenance time and costs related to the structure and grounds were discussed.

The ongoing maintenance of facilities is an operational responsibility. As a result, staff was directed to remove the remaining fence.
The decision to remove was based on the following factors:

- State of the asset – prohibitive to repair
- No regulatory requirements or implications (Cemeteries Act or Heritage Act)
- Financial considerations – staffing, material maintenance
- State of the fence demonstrating a lack of respect for those families who have family or friends at peace in the cemetery

At this time, the intent is to continue to remove all of the remaining fencing and retain the pillars. In the future, there will be an opportunity as part of an overall master planning or facility review to consider what/where capital investments could be examined and considered by Council. Some considerations for future discussions are the following:

- Replace fence with modern materials that can look historical but are maintenance free
- Rather than a fence, establish natural barrier
- Hard surfacing of the roadway which would reduce the amount of gravel maintenance over time.

Legal Implications:

There are no legal implications as a result of the information outlined in this memo.

Staffing Implications:

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

Financial Implications:

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

Respectfully submitted,

Dan Best MPA, BA
Chief Administrative Officer

Staff Report

Report To:	South Huron Council
From:	**Dan Best, Chief Administrative Officer/Deputy Clerk**
Date:	May 7 2018
Report:	CAO 07-2018
Subject:	Port Blake RFP Results

Recommendations:

That the report of Daniel Best, Chief Administrative Officer dated May 7, 2018 regarding the Port Blake RFP (RFP) results be received.

Purpose:

Council information and Update

Background and Analysis:

On January March 29, 2018 RFP-004-2018 was issued to seek out the provision of services to design and construct Phase 1 of the Port Blake amenities. The closing date for the RFP was April 9, 2018 @4:00 pm.

The opening was attended by the Financial Services Supervisor, Manager of Community Services and Facility Services Coordinator. Councillor Deluca opened the bids.

The objective of the RFP was to select one (1) Proponent on April 16, 2018 to conduct the following and be completed by May 31, 2018:

- Design and Construction of a 30 ft. x 40 ft. raised and accessible landscape patio with railing system that will provide optimum viewing

of the sunsets off Lake Huron. The patio shall be stamped or other design option proposed by the contractor.
- Refurbishment of the existing Pavillion including new metal roof, soffit and fascia and maintenance free sleeves for the pressure treated posts. In addition, provide flexibility for future electrical connections.
- Renovation and Retrofit of the existing bathroom/changerooms facility to meet current accessibility standards within the existing footprint. It is expected that electrical fixtures will be incorporated into the design.
- Installation a fencing barrier to ensure that access to the beach is at specified locations in order to assist in the rehabilitation of the bluffs.
- Coordination and applications for all required permits and fees
- Construction of a 10 ft. x 20 ft. Entrance/Tourism Booth. Prefabricated option is acceptable. It is expected that electrical fixtures will be incorporated into the design.

No bids were received that would be largely due to the time of year and tight timelines. At this time, it is intended to move forward with two elements of the Phase 1 part of the project being the landscape patio and the 10x20 entrance booth as both items will be below the $25,000 threshold and thereby fall under Section 14 of the Procurement Bylaw (three written quotes). Staff will review the phasing plan and modify accordingly to re-issue a competitive process this Fall. It should be noted that some plantings of plant/tree species will be underway now and will continue in the Fall that will be outside of the construction procurement.

Operational Considerations:
None

South Huron's Strategic Plan:

- ✓ Administrative Efficiency and Fiscal Responsibility
- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable, and Collaborative Governance
- ✓ Dedicated Economic Development Effort

Financial Impact:
The Port Blake project has been incoproated as part of the 2018 Capital budget. an amount of $414,578 was approved for this project.

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:
Procurement By-law 33-2017

Consultation:
Sandy Becker

Related Documents:
None

Respectfully submitted,

_____

Dan Best, Chief Administrative Officer/Deputy Clerk

Staff Report

Report To:	South Huron Council
From:	**Dan Best, Chief Administrative Officer/Deputy Clerk**
Date:	May 7 2018
Report:	CAO 08-2018
Subject:	Heritage Designation Process

Recommendations:

That the report of Daniel Best, Chief Administrative Officer dated May 7, 2018 regarding an overview of the Heritage Designation process be received;

Purpose:

Council Background and Information

Background and Analysis:

Further to the Council meeting of April 16, 2018, Council had requested background information regarding the process of designation of a heritage property to assist in their decision-making regarding a property that was recommended to be designated by the Heritage Committee.

As a Committee of Council, the Heritage Committee purpose is to:

- Research & submit heritage properties for registry list
- Advise Council on heritage matters, permit requests for listed or designated buildings
- Assist owners re: maintenance, restoration & funding
- Promote Heritage events

The Ontario Heritage Act (1975) Legislation intended to conserve Ontario's heritage by allowing municipalities to identify & designate properties of

cultural heritage value, create incentive programs & establish municipal heritage committees.

Under the Ontario Heritage Act muncipalities can pass by-laws to designate properties of cultural heritage value or interest. Designation of heritage properties is a way of publically acknowledging a property's value to a community. At the same time, designation helps to ensure the conservation of these important places for the benefit and enjoyment of present and future generations.

Heritage properties can also be designated as part of a larger group of properties as a heritage conservation districts.

Designation

At the municipal level, there are two types of designations under the Ontario Heritage Act – Part IV and Part V. Part IV designations refer to individual heritage properties. Part V designations refer to a grouping of heritage properties known as a Heritage Conservation District.

Designation under the Ontario Heritage Act is applied by the passing of a municipal by-law to recognize and to promote good stewardship of the District's cultural heritage value. Exterior alterations to buildings located on designated properties generally require a Heritage Permit.

Designation under the Ontario Heritage Act gives a property special legal status. This legal status is designed to protect cultural heritage resources located on the property. Although designation status is registered on the title of the property and requires certain actions on the part of a property owner, the owner retains control of the property.

Section 27 of the Ontario Heritage Act allows municipalities to list or inventory properties of cultural heritage value that are not designated under Part IV or Part V of the Act. These properties are not afforded the same level of protection as a designated property. While a Heritage Permit is not required for alterations to the property, owners are always welcome to seek staff advice. An owner of a "listed" property is required to give Council 60 days notice of their intention to demolish a building (or portion of a building) on the property.

The following are some key considerations regarding Designation:

- Designation does not prohibit or negatively affect the sale of a designated property. Some studies have even shown that designation actually positively affects resale value.
- Designation does not oblige the owner to restore and maintain the building beyond what is expected of any property owner.

- Designation does not affect the permitted uses of the property (under zoning).
- Designation does not prohibit the development or alteration of the property, but approvals are required if exterior changes to the property are contemplated.
- Designation does not permit public access to your property

A general process for Designation is outlined as Appendix A to this report.

Moving forward, a review of our Heritage Program should be considered a priority. Given that 2018 is an election year, the status quo at this time should remain in effect with no changes to the Terms of Reference or the Committee. However, an overview of the following should be incorporated into a Council Orientation Package that outlines some of the gaps in our program, how to improve and and how to promote heritage as an economic driver for South Huron. As the the term of the Committee expires with this term of Council, there is an opportunity to collaborate improve on our existing framework. Some of the items are the following:

- Review, update and validation of the Terms of Reference. This will ensure that there is role clarity and compliance with our statutory requirements.
- Formalizing the relationship with Council. For example, there should be a formalized reporting relationship with presentations for recommended designations by the Heritage Committee. In addition, there needs to be more interaction between the Committee and Council. Templates and Education/Awareness programming would assist in this process.
- Greater promotion and presence of heritage in South Huron. There are multi media polatforms available to the Municipality that can reach multiple publics that would allow the following:
    - The story of South Huron to be told;
    - The value of heritage in our community;
    - Heritage is an economic driver;

- The Municipality needs to assess and review its commitment to heritage from a governance and financial perspective

Operational Considerations:

None

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
- ✓ Dedicated Economic Development Effort

Financial Impact:

There are no financial implications as a result of the actions outlined din 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:

Ontario Heritage Act

Consultation:

None

Related Documents:

Ontario Heritage Tool Kit – Heritage Property Evaluation
Ontario Heritage Tool Kit – Designating Heritage Properties

Respectfully submitted,

_____

Dan Best, Chief Administrative Officer/Deputy Clerk

Designation Process

HC – Step 1

Identifying the property

HC – Step 2

Researching and evaluating the property

- Designation proposed
- Report prepared for Committee and Council consideration
  - Written statements and descriptions to support designation
  - Preparation of Notice of Intention to Designate (template)
  - Preparation of Information for Website (template)
- HC recommendation, through Committee minutes, recommending designation forwarded to Clerk for inclusion on next Agenda
- Council representatives on HC speak to HC recommendation at Council meeting (consultation)

MOSH - Step 3

Serving Notice of Intention to Designate

- HC Report and minutes placed on Council agenda under Communication for Decision – motion to proceed with designating property
- Resolution passed to support:
  - Notify property owner (template)
  - Notify Ontario Heritage Trust (template)
  - Publish in newspaper (template)
  - Placeholder in next Council Agenda following the 30 day objection period
  - If no objection – proceed to Step 4
  - If objection received – Notice to Council and refer objection to Conservation Review Board (CRB) for a hearing
  - Following hearing, CRB report presented to Council with recommendation to designate or not. (Council not bound to follow CRB recommendation).
  - Council decision to proceed with designation or withdraw its intention
- Notice of withdrawal of intention to Designate:
  - Served on property owner
  - Served on Ontario Heritage Trust
  - Published in newspaper
  - Notice forwarded to HC

MOSH - Step 4

Passing and registering the heritage designation by-law

- Designating By-law prepared and placed on Council Agenda (template)
- Copy of By-law forwarded to Solicitor to be registered on title of property (template)
- Notice of Designation served on property owner (template)
- Notice of Designation served on Ontario Heritage Trust (template)
- Notice published in newspaper (template)

MOSH - Step 5

Listing the property on the municipal register

- LST prepared by HC uploaded to eScribe
- Website information updated

PART IV DESIGNATIONS (individual properties) & HEAS

Presenter:

Wayne Morgan

Presenter:

- Chair of a MHC for 20 years
- Owned and restored a designated property
- Staff advisor on heritage conservation
- Currently a heritage planning consultant
- Professional planner and member OAHP
- Director and VP of CHO

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Outline

1. Why Designate
2. What is Part IV Designation
3. Format of Designation By-law
4. Report Supporting Designation By-law
5. What properties can be designated
6. Effect of Designation
7. Process for Designating a property
8. Heritage Easement Agreements

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Why designate?

- *Prevent demolition;*
- *Prevent demolition by neglect (standards by-law);*
- *Prevent inappropriate alterations - Manage change to heritage attributes;*
- *Ensure heritage values part of any redevelopment;*
- *For heritage grant & property tax reduction;*
- *For relief under Building Code;*
- *Provides recognition; and*
- *Request from owner or Community*

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What is Part IV designation?

- *A by-law, authorized by the Ontario Heritage Act (OHA), passed by a municipal and registered on the property title*

- **OHA "29.** (1) The council of a municipality may, by by-law, designate a property within the municipality to be of cultural heritage value or interest.."

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Format of a designation by-law

- *Standard preamble*
- *Two attached schedules:*
  - *Reasons for designation (Schedule A)*
  - *Property description (Schedule B)*

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OHA requirements for a designation by-law

- **OHA "29. (6 & 4)**

  …. The council shall

  (i) pass a by-law designating the property,

  (ii) Cause a copy of the by-law, together with:

  a statement explaining the cultural heritage value or interest of the property and

  a description of the heritage attributes of the property

  (A) to be served on the owner of the property and on the Trust, and

  (B) to be registered against the property affected in the proper land registry office, …"

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Designation By-law
Example – 28 Daisy Avenue, Toronto

By-law 772-2013
www.toronto.ca/legdocs/bylaws/2013/law0772.pdf

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Designation By-law Format

- ***Preamble***
  - OHA authorizes designation
  - Council authorised designation
  - OHA process followed – notice of intention to designate
  - Reasons attached as Schedule A
  - Legal description in Schedule B (& C)

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Designation By-law Format

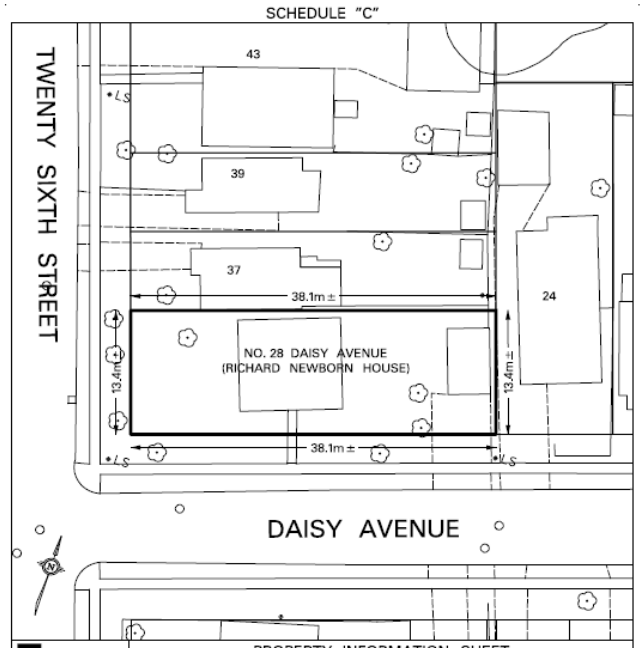
Schedule B (&C) – legal description:

SCHEDULE "B“ - 28 Daisy Avenue, Toronto

LEGAL DESCRIPTION

PIN 07597-0028 (LT)
PT LT 109, PL 1571, AS IN TB641970

City of Toronto (former City of Etobicoke) and Province of Ontario
Land Titles Division of the Toronto Registry Office (No. 66)
The hereinbefore described land being delineated by heavy outline on Sketch No. PS-2013-048 dated May 17, 2013, as set out in Schedule "C".



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Designation By-law Format

Schedule B (&C) – legal description:

- Legal description and Property Identification Number (PIN):
  - From registry office,
  - Assessment roll – short legal description
- Can apply to part of the property
  - Require a reference plan to define that part of the property
  - Reference plan must be registered with the designation by-law

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Designation By-law Format

Schedule A – Reasons for Designation:

Also referenced as Statement of Significance:

Suggested format

1. Description including criteria discussion
2. Statement of Heritage values
3. Attributes (required by OHA)

One or two pages in length

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Designation By-law Format

Schedule A - 1. Description

- include identification of criteria that it meets for designation

The property at 28 Daisy Avenue is worthy of designation under Part IV, Section 29 of the *Ontario Heritage Act* for its cultural heritage value, and meets the criteria for municipal designation prescribed by the Province of Ontario under the three categories of design, associative and contextual values. Located on the northeast corner of Daisy Avenue and Twenty-Sixth Street in Long Branch, the Richard Newborn House (c. 1851) is a 1½-storey house form building. The site is listed on the City of Toronto Inventory of Heritage Properties.

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Designation By-law Format

Schedule A - 2. Statement of Cultural Heritage Value

The Richard Newborn House is a rare surviving example of a stone house form building in Etobicoke and the only one remaining in Long Branch. In its original location facing south toward Lake Shore Boulevard West and Lake Ontario, it is purported to be the oldest remaining farmhouse along the Etobicoke waterfront between the Humber River and Etobicoke Creek. While its stonework is concealed by stucco cladding, the structure retains the form of a characteristic Ontario House with its 1½-storey profile and the central gable.

The property at 28 Daisy Avenue contributes to an understanding of the early development of southwest Etobicoke Township as a farming community, prior to the area's evolution as a seasonal resort and its incorporation as the Village of Long Branch. With the partitioning of the original farm lot for a residential subdivision, the Richard Newborn House stands as a reminder of the area's historical origins.

As a rare extant stone farmhouse in Long Branch, the Richard Newborn House is a local landmark that is recognized on the City of Toronto Inventory of Heritage Properties.

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Designation By-law Format

- ***Schedule A – 3. Attributes:***
  - Start broadly and then move systematically through details
  - This list is important – basis for dealing with alterations
  - Consider the position of structures on the property
  - May list features not included in the designation

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Designation By-law Format

Schedule A - 3. Attributes

- The 1½-storey house form building
- The scale, form and massing on a rectangular-shaped plan
- The stone foundation, walls and detailing (the building has been clad with stucco)
- The gable roof, with brick chimneys and a gable peak with a flat-headed window opening on the south slope
- The principal (south) façade, which is symmetrically organized with a central entrance
- The main entry, which is set in a wood surround with three-quarter-length panelled sidelights with round-arched windows and a flat multi-paned transom
- Flanking the entrance, the single flat-headed window openings that incorporate arched windows

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Designation By-law Format

Schedule A - 3. Attributes (ctd)

- The fenestration on the side elevations (east and west), with pairs of flat-headed window openings that are reduced in height in the upper storey (some of the openings have been covered over)
- Protecting the south façade, the open wood verandah with a gable roof, brick posts and wood piers (the current verandah is not original but is recognized because it represents the evolution of the structure)
- The placement of the house form building on the northeast corner of Daisy Avenue and Twenty-Sixth Street.

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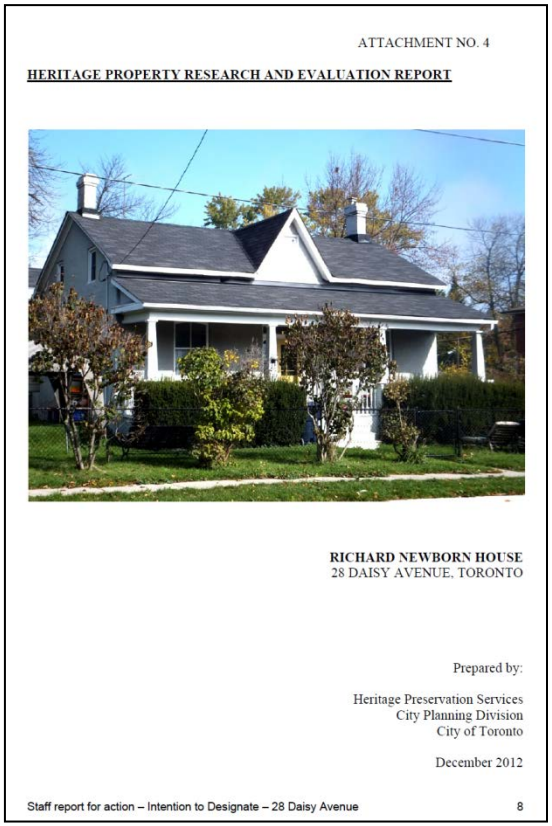
Report Supporting Designation By-law

Research & Evaluation Report:

- Example found at: www.toronto.ca/legdocs/mmis/2013/ey/bgrd/backgroundfile-55728.pdf
  - Should provide:
    - History of property
    - Justification for designation – use of criteria
    - Photographs
    - Research sources
  - Should be defensible if challenged



ATTACHMENT NO. 4

HERITAGE PROPERTY RESEARCH AND EVALUATION REPORT

RICHARD NEWBORN HOUSE
28 DAISY AVENUE, TORONTO

Prepared by:

Heritage Preservation Services
City Planning Division
City of Toronto

December 2012

Staff report for action – Intention to Designate – 28 Daisy Avenue 8

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Report Supporting Designation By-law

28 Daisy Avenue:

History

i. HISTORICAL TIMELINE

Key Date	Historical Event
1806	The Patent for Lot 7, Concession 1of Etobicoke Township is given to Colonel Samuel Smith
1847	Richard R. Newborn purchases the 100-acre parcel
1851	Richard Newborn, his wife and five children are recorded in the Decennial Census in a single-storey stone house
1851	In the first tax assessment roll for Etobicoke Township, Richard Newborn is assessed $768 for his 100-acre farm lot[1]
1853	Newborn conveys a small portion of his lot to the Hamilton and Toronto Railway Company, which extends its tracks through the property
1855	The tax assessment roll rises dramatically to $975
1861	The Decennial Census indicates that the Newborn family occupies a one-and one-half storey stone house
1890	Newborn sells a small portion of his acreage to John O'Connor
1911 Mar	Toronto General Trusts, Newborn's executors, and his heir and daughter-in-law Susannah Newborn sell the property to Eric N. Spinney, who immediately conveys it to the Lake Shore Land Company
1911 June	Plan 1572 (labelled the "Lake Shore Gardens Annex") is registered by the Lake Shore Land Company[2]
1911 Sept	Under Plan 1572, Lot 109 containing the Richard Newborn House is acquired by Hugh McCullum
1922	McCullum's heirs sell the south part of Lot 109 containing the farmhouse to Alice M. Walton, whose family retains it until 1949; the next transaction occurs in 1977
2006	Toronto City Council confirms the inclusion of the property on the City's heritage inventory[3]

Criteria

Design or Physical Value	
i. rare, unique, representative or early example of a style, type, expression, material or construction method	X
ii. displays high degree of craftsmanship or artistic merit	N/A
iii. demonstrates high degree of scientific or technical achievement	N/A

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What properties can be designated?

Regulation 09/06 passed under the OHA specifies criteria:

1. Design or physical value
2. Historical or associative value
3. Contextual Value

- Must meet one of the criteria

OHA "29. (1) The council of a municipality may, by by-law, designate a property within the municipality to be of cultural heritage value or interest if,

(a) where criteria for determining whether property is of cultural heritage value or interest have been prescribed by regulation, the property meets the prescribed critera; ….."

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Designation Criteria

1. Design value or physical value:

The property has design value or physical value because it,

i. is a rare, unique, representative or early example of a style, type, expression, material or construction method,

ii. displays a high degree of craftsmanship or artistic merit, or

iii. demonstrates a high degree of technical or scientific achievement.

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Designation Criteria

1. Design value or physical value:

Graham / Robinson house
12130 Albion-Vaughan Road
Town of Caledon

- Representative example of its architectural style
- High degree of craftsmanship

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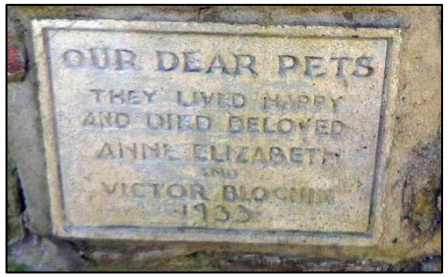
Designation Criteria

1. Design value or physical value:



Pet Cemetery
14378 Yonge Street
Town of Aurora

Cultural Heritage Landscape

- Early example of a type of landscape

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Designation Criteria

2. Historical value or Associative value:

The property has historical value or associative value because it,

i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,

ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or

iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.

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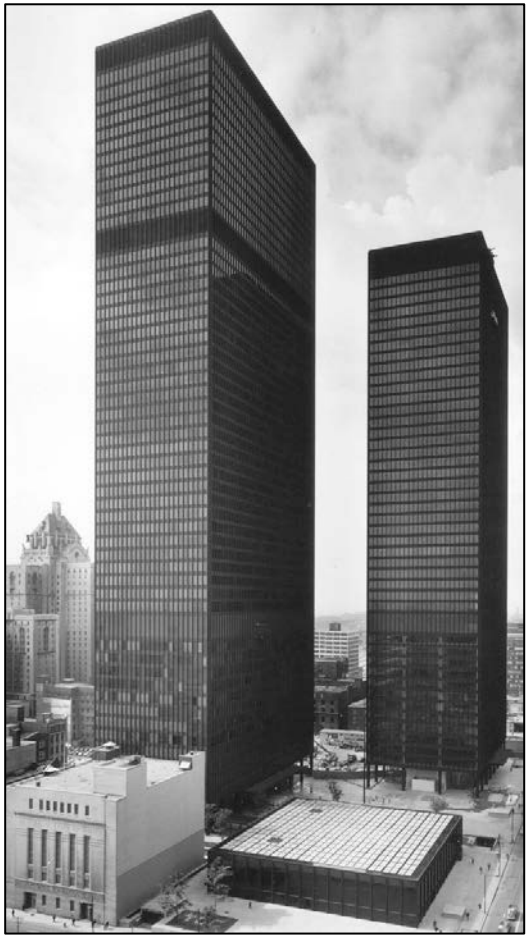
Designation Criteria

2. Historical value or Associative value:



Toronto Dominion Building
66 Wellington Street West
City of Toronto

- Association – designed by a prominent international modernist architect – Mies van der Rohe ("less is more") in association with prominent Toronto firms - John B. Parkin and Bregman and Hamann

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Designation Criteria

1. Historical or Associative Value:

MacDonald House
121 Centre Street
City of Vaughan (Thornhill)

- Association - J. E. H. MacDonald – painter

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Designation Criteria

3. Contextual value:

The property has contextual value because it,

i. is important in defining, maintaining or supporting the character of an area,

ii. is physically, functionally, visually or historically linked to its surroundings, or

iii. is a landmark.

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Designation Criteria

3. Contextual value:

Woodbridge Memorial Tower
80 Wallace Street
City of Vaughan (Woodbridge)

- Landmark – point of reference in the landscape

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Designation Criteria

3. Contextual value:

Union Hotel
425 & 431 Davis Drive
Town of Newmarket

- Landmark – point of reference in the landscape
- Physically linked (431)

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Effects of Designation - Alteration

OHA "33. (1) No owner of property designated under section 29 shall alter the property or permit the alteration of the property if the alteration is likely to affect the property's heritage attributes, as set in the description of the property's heritage attributes that was required to be served and registered under subsection 29(6) or (14), as the case may be, unless the owner applies to the council of the municipality in which the property is situate and receives consent in writing to the alteration."

- Limited to heritage attributes
- Change is possible – subject to Council permission
  - Council may have delegated some approvals to staff
- Council may require a 'heritage impact assessment' & other info
- Council must decide within 90 days of receiving a complete application and issuing receipt
- Decision of Council appealable to the Conservation Review Board

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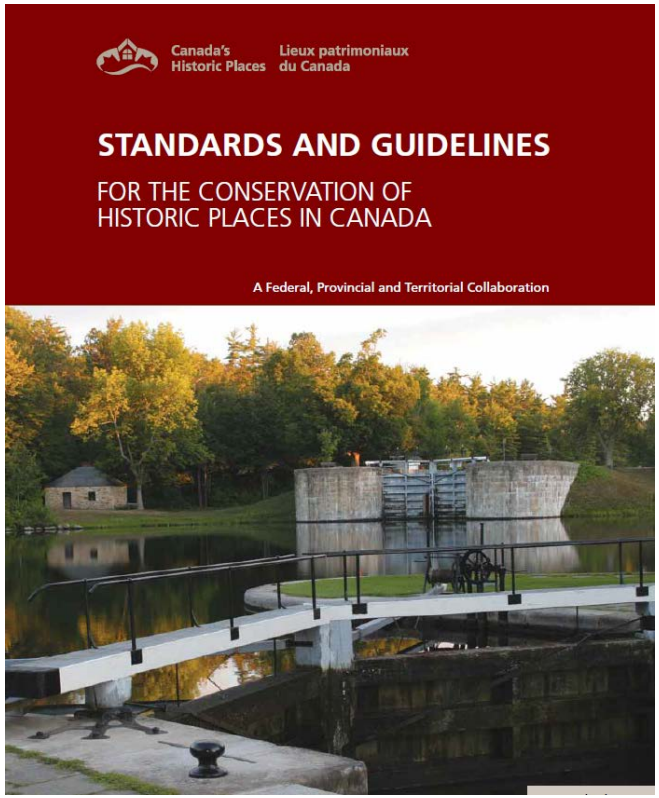
Effects of Designation - Alteration

- Evaluation:
  - Is the proposed alteration:
    - in keeping with 'good conservation practice'?

www.historicplaces.ca/en/pages/standards-normes

    - maintaining the heritage character of the property?
    - the best alternative?



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Effects of Designation - Demolition

OHA "34. (1) No owner of property designated under section 29 shall demolish or remove a building or structure on the property or permit the demolition or removal of a building or structure on the property unless the owner applies to the council of the municipality in which the property is situate and receives consent in writing to the demolition or removal."

- Demolition is possible – subject to Council permission
  - Council cannot delegate demolition approval
- Council may require a 'heritage impact assessment' & other information (OHA 34. (1.1))
- Council must decide within 90 days of receipt of a complete application and issuing receipt
- Council's decision appealable to the Ontario Municipal Board which may order that the municipality consent to the demolition

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Effects of Designation - Demolition

- Evaluation
  - Is demolition warranted given the submitted information and the potential loss of the heritage resource?
  - Are there other options? – retain (in whole or part and build behind the heritage resource)
  - Can the potential loss be mitigated?
    - Salvage
    - documentation

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Effects of Designation - Other

- Eligibility for:
  - Possible property tax reduction
    - 41 municipalities participate
    - Addition requirements may apply
      - Further heritage protection, insurance
  - Possible grant
- Disaster preparedness:
    - Process for dealing with heritage properties after disaster
      - Protecting resource until decision made
      - Investigation by appropriately qualified professionals
      - Options
        - » Partial retention
        - » Reconstruction
      - documentation

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Effects of Designation - Other

- Planning:
  - Provincial Policy Statement (2014) – *Planning Act*
    - Applied only to planning applications
      - Section 2.6
        - » 2.6.1 "Significant built heritage resources and significant cultural heritage landscapes shall be conserved."
          - Significant includes designated properties
        - » 2.6.3 "Planning authorities shall not permit development and site alteration on adjacent lands to protected heritage property except where the proposed development and site alteration has been evaluated ..."
          - Protected includes designated properties

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Designation Process

- Details specified in Part IV of OHA
  - Not specified – research report
    - Request to Council – express intent to designate
  - Council expresses intent to designate
    - Effect – as if it were designated
    - Serving and publishing of notice
    - Consultation with MHC
  - If no objection (30 days), Council passes by-law
    - Registered on title
    - Serving and publishing of designation

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Designation Process

- If objection to intent to designate:
  - Referred to the Conservation Review Board (CRB)
  - CRB holds hearing
  - CRB issues report (not decision) to municipal council
  - Council decides whether to proceed with the designation taking into consideration the CRB report.
- If Council proceeds with designation, Council passes by-law & registers and gives notice as above.
- If Council decides not to designate it withdraws its intent to designate.

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Heritage Easement Agreements

OHA "37. (1) … the council of a municipality may pass by-laws providing for the entering into of easements or covenants with owners of real property or interest in real property, for the conservation or property of cultural heritage value or interest."

OHA 37. (2) – easement registered on title

OHA 37 (3) – easement runs with the title & municipality enforces it.

OHA 37 (5) – in cases of conflict with designation, easement prevails

-Easement entered with consent of owner – in connection with:

- -a planning application,
- - a grant,
- - property tax relief, or
- -sale of surplus municipal heritage properties

-- runs in perpetuity

-- decision of council final – no appeal

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Heritage Easement Agreements

- Ontario Heritage Trust established a model easement agreement adapted by municipalities
- Standard Content:
  - Reasons for identification
  - Photographs
  - Requires maintenance & repair by owner
  - Permits specified alterations

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Heritage Easement Agreements

- Standard Content (ctd)
  - Requires property to be insured
    - Municipality a named party on policy
    - Proceeds to be used to restore/repair building
  - Municipality can reconstruct if owner fails to; charge to owner
  - Controls signage
  - Municipality can put a plaque on the property

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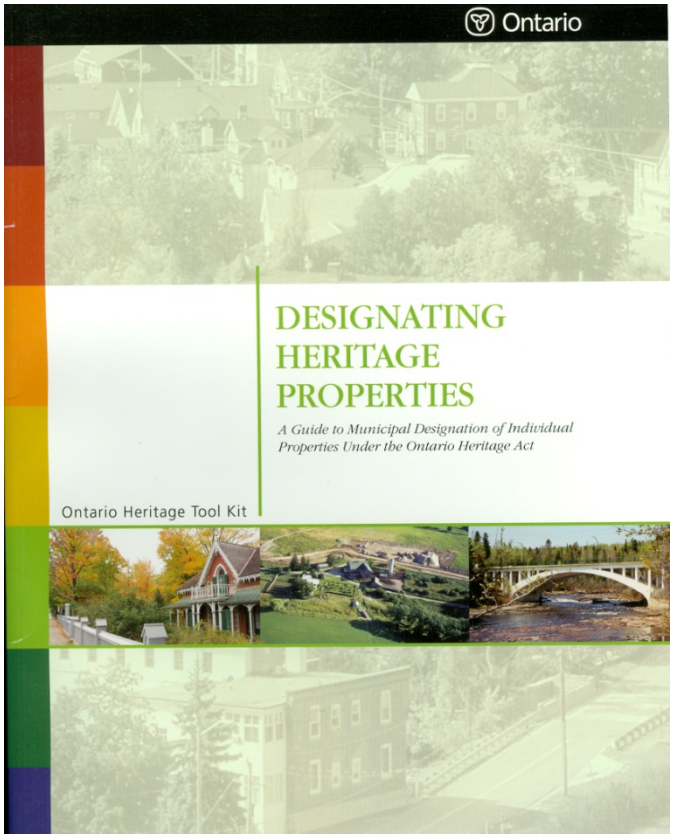
Additional resource on designation



Ontario Heritage Tool Kit – Ministry of Tourism, Culture & Sport Website

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Additional resources on HEAs

- City of Markham website:
  - Heritage Matters – Heritage

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To understand how other MHCs are using Part IV designation and HEAs:

- Join us at CHO/PCO

THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON
322 Main Street South, PO Box 759, Exeter, ON N0M 1S6
PHONE: 519-235-0310 ● FAX: 519-235-3304 ● **TOLL FREE:** 1-877-204-0747
WEBSITE: www.southhuron.ca

April 23rd, 2018

To Whom It May Concern,

On behalf of the Municipality of South Huron, I am pleased to express our support for the Ausable Bayfield Conservation Foundation and their project to build the Jones Pedestrian Bridge along the South Huron Trail.

Under the direction of Council, the Municipality of South Huron makes a multi-year financial commitment through a special tax levy to this community project that will improve the safety of trail users while enhancing their experience along this treasured local nature trail.

Currently, trail users are required to cross the river by walking along the Morrison Line roadway bridge. The Jones Pedestrian Bridge will provide a much safer alternative route away from vehicular traffic, enable trail accessibility and connect users to the rest of the trail network with an exciting new bridge feature!

Many of our residents have shared how the recreation opportunities along the South Huron Trail help them to be active, stay fit and improve their overall wellbeing. Furthermore, this natural asset has shown to be a top tourist attraction in the municipality, drawing in new visitors to South Huron and the benefits they bring to our local economy.

The Ausable Bayfield Conservation Foundation has many volunteer, service club and community partners helping with this project; however, more support is needed and I would like to thank you for your kind consideration of how you can support the Jones Pedestrian Bridge.

Together, we can build a much needed trail feature that will bridge to a safer and more active South Huron community.

Sincerely,

Maureen Cole MHA, BA, RN
Mayor of Municipality of South Huron
519-630-2891
m.cole@southhuron.ca

Ministry of Citizenship and Immigration

Minister

6th Floor
400 University Avenue
Toronto ON M7A 2R9

Tel.: (416) 325-6200
Fax: (416) 325-6195

Ministère des Affaires civiques et de l'Immigration

Ministre

6e étage
400, avenue University
Toronto ON M7A 2R9

Tél.: (416) 325-6200
Téléc.: (416) 325-6195

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APR 20 2018

Ontario

March 2018

Dear Friends,

Throughout the year, Ontarians from all walks of life play a vital role in championing diversity and the richness it brings to the province.

Today, I am writing to encourage you to submit a nomination for the **Champion of Diversity Award** so that outstanding individuals, groups and employers receive the recognition they deserve for actively promoting diversity and inclusion and immigrant economic success in Ontario. You can submit a nomination under the following award categories:

- Inclusion and Diversity
- Cross-Cultural Understanding
- Business Leadership in Immigrant Employment

To submit a nomination for this award:

a) Visit ontario.ca/honoursandawards.
b) Select the **Inclusion** category.
c) Click on **Champion of Diversity Award**.
d) Download the PDF form.
e) Read the eligibility criteria and instructions carefully.
f) Fill out the form, then submit it **no later than May 15, 2018**. Instructions for submitting your nomination package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

Thank you for your support of this important recognition program.

Sincerely,

Laura Albanese

Laura Albanese
Minister

Ministry of Education
Minister
Mowat Block
Queen's Park
Toronto ON M7A 1L2

Ministère de l'Éducation
Ministre
Édifice Mowat
Queen's Park
Toronto ON M7A 1L2

Ontario

April 27, 2018

Dear colleagues,

We are writing to share an update with you on the ongoing work across government on Ontario's commitment to revise the Pupil Accommodation Review Guideline (PARG) and strengthen integrated capital and community planning. We are also pleased to announce a new engagement focused on the challenges facing education planning in urban areas experiencing rapid population intensification.

***Pupil Accommodation Review Guideline* (PARG)**

While strengthening the PARG is a key element of the province's Plan to Strengthen Rural and Northern Education, revisions to the PARG will apply to all school boards. As you know, the draft revised PARG that was shared publicly on February 9, 2018, reflected the feedback received by the ministry in fall 2017, during the first phase of consultations. The ministry's aim in revising the PARG is to create a stronger, more collaborative process that better promotes student achievement and well-being and better recognizes the community impact of school closures. Thank you to everyone who contributed valuable input through the online portal or played a role on either the Minister's Reference Group or the Technical Working Group.

As you know, in response to initial feedback received in fall 2017, the draft revised PARG included:

- Additional public meeting(s), which extends timeframes, for a standard pupil accommodation review
- Limiting use of the shorter, modified pupil accommodation review (PAR)
- New information requirements for the initial staff report
- Promotion of community input in the pupil accommodation review process and inclusion of student voice
- Streamlining the administrative review process by allowing e-signatures
- Development of ministry supports.

On March 23, the Ministry of Education concluded its second phase of consultations on the draft revised PARG. The key themes emerging from all of the feedback suggested that the ministry focus on: improving the clarity and consistency of information presented by school boards; providing more opportunities for public discussion, where needed; and, providing additional supports to improve information sharing between school boards and community partners.

Based on feedback received, the Ministry of Education has also made the following revisions to the PARG:

- Consideration of elementary student input into the accommodation decision
- Extending the timeframe for the first public meeting from 30 to 40 business days
- Requiring the municipal/community partner meeting to take place prior to the first public meeting.

The final PARG has now been posted to the ministry's website.

To support school boards in providing clear and consistent information, the Ministry of Education will work with its partners to develop templates and guidelines to assist boards in conducting pupil accommodation reviews, including templates for the initial staff report and the economic impact assessment.

The ministry aims to release these materials before fall 2018 to inform school boards' local consultations with communities and municipal governments on their local pupil accommodation review policies. While these tools are being developed and finalized in collaboration with our partner ministries and education and municipal stakeholders, there will continue to be no new pupil accommodation reviews, unless they are required to support a joint-use school initiative between two coterminous school boards.

Integrated Capital and Community Planning

Throughout the numerous consultation sessions, the need for improved community and capital planning was highlighted. In response, the Ministry of Education, in collaboration with the Ministries of Infrastructure; Municipal Affairs; Agriculture, Food and Rural Affairs; and Economic Development and Growth, will work together to assess how the province encourages and supports integrated local planning.

Feedback from the Minister's Reference Group was instrumental in pointing out the need for a new type of community planning table that looks beyond organizational mandates and builds on existing relationships. To address this feedback, we are pleased to announce the development of a Voluntary Integrated Planning and Partnerships Initiative (VIPPI) to provide flexible support to local partners that wish to enhance their collective capacity for integrated capital and community planning.

A call for proposals will be issued this summer seeking approximately three communities, representing a mix of urban, rural, Northern and Francophone communities, to participate in VIPPI. Each community will be required to identify partners to participate in a local integrated planning table that should include, at a minimum, school boards and municipalities and relevant local partners that reflect each area's unique needs. The Ministry of Education will provide a facilitator to lead a series of sessions spanning approximately one year to align with various planning cycles. The goal of this initiative is to generate a collection of best practices for integrated planning by having all participants share and discuss capital and community planning processes and relevant data and to inform future amendments to the CPPG.

New Supports for School Boards' Integrated Planning

We are pleased to announce that we will be offering additional capital supports to school boards to better support projects that involve community partnerships. As a first step, we will introduce immediate new supports for school boards working with their communities to share and co-build facilities.

The Ministry of Education will provide boards with seed funding of up to $40,000 to assist with the planning of projects that involve a municipal or community partner. Currently, the ministry offers seed funding to support coterminous school boards that wish to pursue joint-use opportunities. The ministry will also provide funding for a project manager to assist with approved projects as they move forward.

Understanding that we must continue to ensure that school boards and communities have flexible support that can respond to local needs, the Ministry of Education will also look for opportunities to support integrated planning through the capital funding processes, with a focus on better aligning the timing of capital decision-making processes with community needs.

***Community Planning and Partnerships Guideline* (CPPG)**

The Ministry of Education also remains committed to updating the CPPG within the next year to enhance planning and reporting practices, after we have consulted with our partners through the Minister's Reference Group. Until the new CPPG is in place, school boards should continue to use the existing CPPG and to convene their annual Community Planning and Partnerships meeting(s).

Strengthening Supports for Urban Education

During our rural and Northern engagements, we have heard from a number of stakeholders regarding the unique challenges related to growth and intensification that are unique to our province's large urban communities. This includes the challenges faced by school boards and municipalities with planning, partnering and building schools in these changing communities and the financial tools available to support this work. In response, the Ministry of Education is pleased to announce the following:

- **Urban Student Accommodation Engagement:** The government will undertake an engagement this fall focusing on supports for pupil accommodation in urban areas experiencing rapid growth and intensification, which will include Education Development Charges.

- **Land Priorities Enhancement:** The government will increase the amount of funding available through its Land Priorities program from $60 million to $100 million this coming year. This will support land acquisition for all boards, including those dealing with rapid enrolment growth in urban, densely populated areas within their boundaries.

We wish to extend a sincere thank you for your valuable contributions in shaping key provincial policies and initiatives over the last year. We are confident that our collaborative efforts, to date and yet to come, will result in better outcomes for our students and local communities.

Sincerely,

Indira Naidoo-Harris
Minister of Education
Minister Responsible for Early Years and Child Care

Bob Chiarelli
Minister of Infrastructure

Bill Mauro
Minister of Municipal Affairs

Ministry of Agriculture, Food and Rural Affairs

Office of the Minister

77 Grenville Street, 11th Floor
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Tel: 416-326-3074
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Ministère de l'Agriculture, de l'Alimentation et des Affaires rurales

Bureau du ministre

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Tél. : 416 326-3074
Téléc. : 416 326-3083

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Ontario

March 23, 2018

Dear Mayor/Reeve/Warden:

Applications for the 2018 Premier's Award for the Agri-Food Innovation Excellence are now being accepted. Please share this information with your municipality.

The Premier's Award for Agri-Food Innovation Excellence was created to recognize and promote the spirit of innovation that thrives in Ontario's $37 billion agri-food sector. Each year, our agri-food sector demonstrates remarkable leadership in innovation through the development of new products, methods of production and ways of conducting business.

Every year the program recognizes up to 50 award-winning innovations across the province, including the Premier's Award which is valued at $75,000.

Primary producers, processors and agri-food organizations are invited to submit applications until May 25, 2018.

Details on eligibility, innovation categories, assessment criteria, and the application and selection process can be found in the enclosed 2018 program guidebook and application form or online. For additional information, please contact the Agricultural Information Contact Centre at 1 877-424-1300 or ag.info.omafra@ontario.ca.

I have also enclosed a copy of a brochure which highlights the recipients of the 2017 program for the Premier's Award for Agri-Food Innovation Excellence.

I look forward to celebrating the great innovations developed in your municipality to grow our agri-food sector and Ontario's economy.

Sincerely,

Jeff Leal
Minister of Agriculture, Food and Rural Affairs
Minister Responsible for Small Business

Ministry of Transportation

Transportation Policy Branch
Sustainable and Innovative
Transportation Office

777 Bay Street, 30th Floor
Toronto, Ontario
M7A 2J8
Email: CycleONStrategy@ontario.ca

Ministère des Transports

Direction des politiques du transport
Bureau pour la durabilité et l'innovation
en matière de transport

777, rue Bay, 30e étage
Toronto (Ontario)
M7A 2J8
Courriel : CycleONStrategy@ontario.ca

Ontario

April 25, 2018

Dear Sir/Madam,

I am pleased to share that Ontario has completed its study to identify a province-wide network of cycling routes. The final report and the network map are now available on the Ministry of Transportation web site.

Next steps for the province-wide cycling network, including the development of a long-term implementation plan and support for municipalities, have been incorporated in Ontario's newly released #CycleON Action Plan 2.0.

From April 12 to May 26, 2017, the province invited the public to submit comments on the draft province-wide cycling network online through the Environmental Registry. A Decision Notice summarizing all comments received and their impact on the decision will be posted within the next two weeks on the Environmental Registry (posting number 013-0190).

We sincerely thank everyone who provided comments on the draft and everyone who has provided input at various stages of the process. Partnership and collaboration will be essential to successful implementation of the network. We look forward to continuing to work with municipalities and other partners to develop the long-term network implementation plan.

If you have any questions about the network, please contact Darryl Soshycki at Darryl.Soshycki@ontario.ca or (416) 585-7270.

Sincerely,

Krista Adams
Director (A), Transportation Policy Branch

Rebekah Msuya-Collison

From: AMO Communications <communicate@amo.on.ca>
Sent: Monday, April 16, 2018 12:06 PM
To: Rebekah Msuya-Collison
Subject: AMO Policy Update - Guide to Cannabis Legalization for Municipalities Released
Attachments: AMOCompanionDocumenttoFCMGuide - April 2018.pdf

April 16, 2018

Guide to Cannabis Legalization for Municipalities Released

The Federation of Canadian Municipalities (FCM) released the Municipal Guide to Cannabis Legalization. The Guide was developed to help municipal governments prepare for legal cannabis in their communities.

AMO contributed funds and staff resources to the project. To help focus on the Ontario context, AMO is providing a companion document (also attached) to help members get the most out of the FCM Guide.

AMO Contact:

Craig Reid, Senior Policy Advisor, creid@amo.on.ca, 416-971-9856 ext. 334.

PLEASE NOTE: AMO Breaking News will be broadcast to the member municipality's council, administrator, and clerk. Recipients of the AMO broadcasts are free to redistribute the AMO broadcasts to other municipal staff as required. We have decided to not add other staff to these broadcast lists in order to ensure accuracy and efficiency in the management of our various broadcast lists.

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

Huron County Farm & Home Safety Association

Municipality of South Huron
John Maddox
322 Main Street South, Box 759
Exeter, ON
N0M 1S6

APR 23 2018

To Whom it May Concern,

The *Huron County Farm & Home Safety Association* has been actively promoting safety in the area for over 40 years. Our mission is to minimize accidents on farms and promote safe workplaces in the agricultural industry in Huron County. Our goal is to provide information and resources to the agricultural community, as well as work toward eliminating workplace injuries.

Promoting safety on agricultural operations throughout Huron County is made possible through generous financial donations to our organization. As such, we are writing to seek your support for 2018 as we continue to work toward our goals. Your contribution will help cover the costs of participating at the Huron-Perth Agricultural Water Festival, "Touch the Truck", Progressive Farm Safety Day, the Clinton fair, and the Huron County plowing match. We are also building two miniature entrapment displays: one for grain and another for a PTO.

These events are attended by hundreds of local children, where we deliver valuable information. Your support of our projects would be sincerely appreciated. We look forward to hearing from you as we continue to promote safety, education, and awareness.

Sincerely,

Mervyn Bauer

Huron County Farm & Home Safety Association
Mervyn Bauer
President
4/19/2018

The Huron County Accessibility Committee is happy to announce the Opening of their annual awards program. The purpose of the awards program is to celebrate organizations and individuals who are working to build a more inclusive society. These people make a difference in the lives of thousands of Canadians living with a disability.

Award of Merit for Barrier-Free Design

This award is to promote public awareness of the importance of barrier-free design, and to recognize excellence in accessibility design. Two awards will be presented annually in conjunction with National Access Awareness Week to the owner(s) of a building or facility that has been designed or renovated with special regard to accessibility for persons with a disability. One will be presented to private business and one to public sector organizations.

Eligibility Criteria

Structures that qualify for this award include:

- New public or private buildings or facilities, the design of which incorporate barrier-free accessibility;
- Existing buildings or facilities that have been re-designed or renovated to incorporate barrier-free accessibility.
- Satisfies the requirements of use and heightens the integration of people with disabilities in the community;
- Incorporates practical, useful, and innovative solutions to typical barriers.

The deadline for nominations will be May 15, 2018

CORPORATION OF THE COUNTY OF HURON

Planning and Development Department

To: Chair and Members, Committee of the Whole, Day 1

From: Sandra Weber, Director
Denise Van Amersfoort, Senior Planner
Monica Walker-Bolton, Planner

Date: March 27, 2018

Subject: **Bill 139 – Building Better Communities and Conserving Watersheds Act, 2017**

Recommendation

That the report be received for information and circulated to the local municipalities.

Background

In May 2017, the Ministry of Municipal Affairs released Bill 139 – Building Better Communities and Conserving Watersheds Act with the intent being to reform Ontario's land use planning appeal system. This includes the transition of the Ontario Municipal Board (OMB) to become the Local Planning Appeal Tribunal (LPAT), with changes to its jurisdiction and processes. The Bill enacts the Local Planning Appeal Tribunal Act as well as amending the Planning Act, the Conservation Authorities Act and various other Acts. Bill 139 received Royal Assent on December 12, 2017 and will receive Proclamation on April 3, 2018. Regulations to fully enact this legislation have been released and will be in effect as of April 3, 2018.

Comments

The new Acts enacted by Bill 139 and the amendments to the Planning Act will:

- Reduce the number of planning appeals by removing the ability to appeal certain planning decisions and by limiting the basis of what can be appealed for other decisions;
- Reduce the length and cost of planning appeal hearings and create a more level playing field for all participants by introducing more stringent timelines within which appeals must be processed;
- Require a 'case management conference' for each appeal with the goal of resolving planning appeals prior to the hearing process;
- Eliminate lengthy and often confrontational examinations and cross-examinations of witnesses by parties and their lawyers at hearings;
- Establish the Local Planning Appeal Support Centre, a new provincial agency, which will provide Ontarians with information about the land use planning appeal process, legal and planning advice, and, in certain cases, may provide legal representation in proceedings before the tribunal; and,
- Give more weight to decisions made by municipal officials by limiting the ability of the Tribunal to overturn decisions of a local council or planning authority.

Some aspects of the appeal process will remain unchanged including:

- the appeal fee ($300);
- appeal processes for consents, minor variances, and plans of subdivision where Council made a decision.

The following is a summary of the key changes to the Planning Act as outlined in the regulations.

Sections of the Planning Act	Amendments	Comments
2(1)	The Local Appeal Tribunal must "have regard to" decisions of municipal councils and approval authorities relating to the same planning matter. This requirement is limited to only official plans, zoning by-laws, interim control by-laws, site plan control, plans of subdivision and consents.	Previously the requirement to have regard to local decisions applied to all planning applications.
8(1)	Appeals and motions for directions related to site plan control and motions for directions related to consents are added to the matters that can be addressed by a local appeal body.	
16(1)(a.1)	Requires official plans to contain policies relating to affordable housing.	This will require new policies to be added into Official Plans.
16(14)	Requires official plans to contain policies relating to reduction of greenhouse gases to address climate change.	This will require new policies to be added into Official Plans.
17 (24.0.1), & 17(36.0.1)	An appeal concerning the adoption or approval of an official plan is restricted only to issues of consistency or conformity with provincial plans and policy statements and, as applicable, conformity with official plan policies of upper-tier municipalities.	Previously appeals were based on a test of "good planning". This change narrows the scope of what the tribunal can consider.
17(49.1), & 17(49.12)	Where an appeal of an official plan is allowed by the Tribunal under the conformity and consistency criteria explained above, the matter is referred back to the municipality, which has a second opportunity to make a decision. If that decision is appealed the Tribunal would make an order or deny the appeal.	
17(36.5) & 21(3)	There is no appeal in respect of a prescribed 10 year or 5 year review of an official plan, if the approval authority is the Minister.	The Ministry is the approval authority for 5 year reviews of the County Official Plan.
22 & 34	Appeals of refusals to amend an official plan or zoning by-law must demonstrate that there is a deficiency in the existing official plan or zoning by-law that makes it not consistent with provincial plans or not conforming to provincial or municipal official plans. The appeal must further demonstrate that the proposed amendment rectifies this deficiency. These requirements also apply to an appeal of a lack of decision within the prescribed timelines.	
17, 22, 34, & 36	Timelines for making decisions related to official plans and zoning by-laws are extended by 30 days.	
22(2.1.1)	During the two-year period following the adoption of a new secondary plan,	

	applications for amendment are permitted only with council approval.	
38(4)	No appeal is permitted to the passing of an interim control by-law except by the Minister. Anyone who is given notice of the extension of the by-law can appeal the extension.	Previously anyone given notice of the passing of an interim control by-law could appeal the by-law within 60 days.

Further details regarding procedural changes as a result of Bill 139 receiving Proclamation will be provided to the local municipalities.

Others Consulted
Planners

Budget Implications – None

'Original signed by'
_____
Monica Walker-Bolton, Planner

'Original signed by'
_____
Denise Van Amersfoort, Senior Planner

'Original signed by'
_____
Sandra Weber, Director

'Original signed by'
_____
Meighan Wark, CAO

Board of Directors Meeting Highlights
Held on April 19, 2018 at 5:00 PM
at the MRF Board Room

Bluewater Recycling Association

Thinking About Ontario's Breakneck Waste Shift

Waste management in Ontario is going through a tectonic shift as a result of the Waste-Free Ontario Act, 2016 (WFOA), which incorporates two separate acts: The Waste Diversion Transition Act and The Resource Recovery and Circular Economy Act (RRCEA).

This is a very ambitious plan for the Ontario Ministry of the Environment and Climate Change (MOECC). It's moving along at breakneck speed and everyone in the business is very happy to now see a clear direction and action plan.

A separate document - Strategy for a Waste-Free Ontario: Building the Circular Economy - lays out the framework for the elements of both transitioning to an individual producer responsibility (IPR) system for managing and paying for the management of products in the waste stream. It's designed to identify producers, as well as a way for Ontario to move towards a circular economy and reduce waste. Both acts will have a significant impact on how waste is managed in Ontario over the short, medium and long term, and the impacts on municipalities, as well as producers, and likely consumers, should be profound.

Under the Waste Diversion Transition Act, four programs (Blue Box, Waste Electronics and Electrical Equipment, tires and Municipal Hazardous or Special Waste) will be transitioned from the Waste Diversion Act (WDA) to the RRCEA over time. When fully transitioned, the existing IFOs (industry funding organizations) will be wound up, and the programs will be managed by one or more PROs (producer responsibility organizations). One of the objectives of the WFOA was to introduce competition into the stewardship/EPR marketplace in Ontario. Under the WDA stewards and producers had to join the IFO (industry funding organization) designated in the legislation. Many producers did not like the lack of choice for their service provider in a business which is getting more expensive for them. It is hoped that introducing competition and choice into the Ontario marketplace will resolve this concern over time.

Transitioning the Municipal Hazardous and Solid Waste (MHSW) program mostly involves primary batteries and a few other materials. Paint, the biggest part of the MHSW Phase 1 program under the Waste Diversion Act (WDA) is managed under an ISP (industry stewardship plan), which will remain in place under grandfathering provisions in the Waste-Free Ontario Act.

While municipalities have had some role in management of Waste Electronics and Electrical Equipment (WEEE), tires and MSHW, the program with by far the biggest impact on municipalities in Ontario on a go forward basis will be what happens to the Blue Box program. A joint agreement between Stewardship Ontario (SO) and the Association of Municipalities of Ontario was announced in summer 2017 to move Blue Box contracts over a 5-10 year period (depending on contract expiry dates), to Stewardship Ontario through an amendment to the Blue Box Plan under the WDA.

On Feb. 15, both Stewardship Ontario and the Resource Productivity and Recovery Authority announced that a proposal for an amended Blue Box Plan would not be submitted to MOECC, and that Ontario municipalities and SO would continue to work together to find an acceptable long-term arrangement for the Blue Box program. Since 2004, producers of printed paper and packaging in Ontario have paid about half of the Blue Box programs annual costs. The relationship between municipalities and SO has not been perfect, and a disagreement over funding lead to an arbitration in

2014. The costs of the Blue Box program have increased over time for many reasons, including a changing mix of materials and less newspaper in the Blue Box.

Blue Box program concerns that need to be worked out through the transition, as well in new regulations, include: longer-term service standards that will be imposed across Ontario as a condition of funding collection programs; diversion targets to be reached; acceptable contamination rates; materials included in the standard provincial list of materials to be funded in the future Blue Box program; the municipal role in processing (likely to transition to stewards/producers over time, like in B.C.), and many others.

The wind-up letters for the tires and WEEE programs have been sent by MOECC to the current IFOs managing these programs. The tire program will transition to full IPR on Jan. 1, 2019, with the transition of the WEEE program scheduled for July 1, 2020. These programs will be run by competitive PROs (producer responsibility organizations). It is anticipated that high diversion targets will be set for these materials and they will no longer be disposed of in the residual Ontario waste stream if the programs are successful, thus lowering the demand for landfill and other disposal over time.

The Strategy that accompanies the Act lays out an ambitious agenda. The most significant are:

A food and organic waste action plan aimed at reducing food waste production in the first place, and then directing food waste to its highest and best use;

A food waste and organic waste ban at disposal sites, likely starting with larger communities and landfills (most of Ontario's waste is landfilled) and other disposal sites, and progressively being expanded to cover the whole province. A number of studies are underway on different aspects of the food waste ban at this time;

Designating regulations for a larger list of materials (the list in the Strategy includes mattresses, carpets, furniture, textiles, paper products and packaging, batteries, tires, etc.) meaning that over time they will be removed from the waste stream, and the cost of managing these materials will be absorbed by producers and stewards;

Disposal bans on a list of materials designated under IPR regulations (WEEE such as household appliances, power tools, lighting, electronics, etc. mattresses, carpets, furniture, textiles, paper products and packaging, batteries, tires, etc.)

Wendy Ren Moving On

Wendy Ren has accepted a new position at the Ministry and Infrastructure as the Director of Infrastructure Policy and Planning, we will be very sad to see her leave. Wendy started her new role at MOI on April 4 and her last day at MOECC was April 3.

Wendy was the lead of the Resource and Recovery Policy Branch over the past 4 years as the Director of the Branch. Wendy has been a very integral part of the resource recovery transformation initiative within Ontario having shepherded the Waste Free Ontario Act and Strategy, implementation of the Waste-Free Ontario Framework including first producer responsibility regulation for tires, Food and Organics Framework and regulation for administrative penalties.

Before her role as Director of RRPB, Wendy served as a Manager for the former Land Water and Policy Branch and worked on cross cutting files including brownfields reform, the Great Lakes Protection Act, the Lake Simcoe Protection Plan, and played a key role in a number of provincial initiatives including the Provincial Policy Statement, Growth Plans and the Places to Grow Act. Wendy has forged very strong working relationships with her colleagues and other stakeholders in her time here at MOECC and will be missed by everyone.

Managers within the section have agreed to serve as Acting Director on a rotational basis until the process to fill Wendy's position on a permanent basis is complete. John Armiento has kindly agreed to take the first rotation as Acting Director until May 11th.

Amendment to Regulation 344/90 (Disposable Containers for Milk)

After considering input received from stakeholders on the proposed amendment to Regulation 344 (Disposable Containers for Milk) under the Environmental Protection Act, 1990, a decision was made to implement the amendment. The amending regulation was filed on April 6, 2018 and is now in effect. To view the regulation, please visit the Environmental Registry (link: https://ero.ontario.ca/notice/013-2059).

The amendment to Regulation 344 provides options for milk producers to use containers that are widely accepted in recycling programs or are managed through a deposit return program. This will provide flexibility to milk producers while still protecting the environment.

In Ontario, the packaging of fluid milk is regulated under R.R.O. 1990, Regulation 344 (Disposable Containers for Milk), which has been in effect for decades and predates the establishment of the Blue Box program across the Province.

Under this Regulation, milk containers require a deposit to be charged unless they are refillable glass containers, plastic film pouches, laminated containers (not greater than 1 litre), coated paper containers, or any disposable container with a capacity less than 1 pint.

City Of London Mulls Natural Gas For Waste Fleet

Ontario's City of London is joining the province to split the $1.3-million cost of changing its waste management fleet to natural gas as part of an Ontario-wide greenhouse gas challenge.

London's waste vehicles are currently travelling more than 15,000 kilometres every year using diesel fuel. City council recently discussed a transfer payment agreement from the Ontario Municipal Greenhouse Gas (GHG) Challenge Fund under its fuel-switching component.

The city is working with Union Gas to cut a fuel deal and decide on an appropriate refuelling location.

"We are also actively engaged with the City of London to establish a CNG program for their fleets in London," Union Gas stated in a report to city council. "CNG as a transportation fuel achieves a minimum reduction of 15% lower CO2 than gasoline or diesel fuels with affordable, return-to-base refuelling options."

Your Lifestyle Is Making Blue Box Recycling Unsustainable

Do you read your news online? Enjoy takeout? Live in an apartment?

Our changing lifestyles over the past few decades have dramatically altered the types of materials we put in blue bins.

And that's led to flatlining recycling rates and ballooning costs for municipalities across Canada that are struggling to cope with the changes.

"It's a really a perfect storm of crazy stuff going on that means that the blue box has huge challenges that it did not have 10 years ago," says Maria Kelleher, principal of Toronto-based Kelleher Environmental, a consulting firm specializing in waste reduction and recycling research, strategy and program design.

The problem is that we're now throwing out a huge variety of new types of packaging — mostly plastics, sometimes glued to other materials like metals — that recycling programs were never meant to deal with. Meanwhile, the materials that they were designed to collect, sort and resell make up a shrinking proportion of what comes in.

Newspaper, for example, used to be the backbone of the recycling program, Kelleher says, "because it's easy to recycle and it's worth a good bit of money."

Now, it's being replaced with plastics, which are typically more difficult and expensive to collect, sort and recycle, and worth less money when they can actually be resold.

This problem, dubbed "the evolving ton," threatens to make many blue box programs unsustainable.

Making things even more challenging, China, the world's biggest importer of recyclables, closed its doors in January to all but the cleanest and purest recyclable materials from places like Canada. Some municipalities like Halifax are resorting to burning their recyclable plastics or burying them in landfills.

Kelleher says consumers' busy lifestyles have fuelled a growing appetite for takeout, ready-to-eat food, and small, individualized packages like coffee pods — typically packaged in plastic.

Because of the way recycling plants are designed, many small items are harder to sort than fewer large items. Lighter materials, like plastic, are also less efficient to process because materials are sold by the tonne but the capacity of trucks and processing plants is limited by volume. And recyclables can't be compacted like garbage because that makes sorting too challenging.

The consequences of all these changes are ballooning costs and flatlining or even declining recycling rates in many cities. In Ontario, the cost of recycling has more than doubled since 2002, while recycling rates have barely budged, says Calvin Lakhan, a post-doctoral researcher in waste management at York University in Toronto. He says jurisdictions across Canada, Europe and the U.S. have the same problems.

A further complication is that many newer types of plastic packaging, such as the resealable flexible pouches used to package frozen vegetables and baby food, for example, aren't recyclable in conventional plants but often find their way into blue bins.

That's contributed to another big problem: Growing levels of contamination. Non-recyclable materials ranging from some types of plastic packaging to globs of peanut butter are finding their way into blue bins, further hiking costs, complicating logistics and making it harder to sell the material so it can be turned into new products and offset the cost of recycling.

Toronto's recycling contamination rate has soared to an average of about 25 per cent in recent years.

Jim McKay, the city's general manager of solid waste management services, says every percentage point increase in contamination costs an extra $600,000 to $1 million a year. That's largely because it requires extra time and labour to collect contaminated material and dispose of it in the landfill.

Part of the problem is that household sizes are shrinking and more and more people are living in apartment and condo buildings in cities like Toronto.

Many buildings require residents to go all the way downstairs and outside to empty and sort their recycling into common bins. That discourages recycling and increases the likelihood that a bin will be contaminated.

But the biggest factor might be that most people aren't clear on what's recyclable — something that varies from community to community and is constantly changing.

So what to do?

Obviously, the onus can't be on the public to adapt their lifestyles to suit the recycling system. So it's governments and recycling systems that are going to have to adapt.

The most obvious solution is technology.

Deploying new technology at plants that process recycling can both:

1. Clean up contamination so the recovered materials are pure enough to sell to both domestic markets and importers like China that have raised their standards.
2. Adapt to new kinds of packaging.

Of course, cutting-edge recycling technology doesn't come cheap, especially at a time when recycling costs per tonne are rising.

That means municipalities need to look for creative solutions for funding recycling programs.

The "New" Economics of Recycling

This message is particularly poignant because 50 years ago only two cities, San Francisco and Madison, Wis., had curbside recycling programs. Both collected newspapers put in paper bags on garbage collection day. The newspapers were placed in racks underneath the truck's waste compaction unit. Madison's program was brand new, and I'm not sure when San Francisco's started.

Both programs faced the same market fluctuations we are facing today. Prices were high when demand for old newspapers was high and low when the demand was low. This reality has not changed for the last 50 years. I don't know how many times recycling markets have gone up and down in the last five decades, but I remember that when I started at the U.S. Environmental Protection Agency (EPA) in the summer of 1976, prices were slumping, and the 100 or so curbside recycling programs were grappling with lousy markets along with the rest of the paper recycling industry.

In 1987, the garbage barge radically changed recycling. The Flying Dutchman of Trash launched thousands of local recycling programs. Those new programs promptly swamped recycling markets, creating probably the worst pricing collapse the recycling industry has experienced. However, manufacturers saw opportunity in the surge of new raw materials. Newspaper deinking mills were built to handle this new material, as were a number of mills that produced deinked paper fibers for other uses. Plastic recycling markets also grew in response.

Since then, we have seen five market slides and four rebounds. Three were caused by a downturn in the overall economy. The price collapse in response to the closure of factories for the Beijing Olympics in the summer of 2008 was different because it was exacerbated by the Great Recession. Nonetheless, a year later, paper recycling prices were slightly higher than a year before. As had happened after previous price collapses, we quickly forgot that recyclables are commodities with fluctuating values. Instead, we moved forward as if nothing had happened, and we had no future worries about markets.

Granted, our current market doldrums are unique. This time they are caused by an artificial imbalance in supply and demand caused by the decision of the Chinese government to establish specifications for imported recyclables. These new specifications, with a limit of 0.5 percent contamination, will be particularly challenging for American, Canadian and European mixed paper and mixed plastics recyclers.

A different problem faces corrugated boxes. They constitute more than half of the recyclable paper China imports because of their long, strong fibers. They are also a far cleaner grade than mixed paper, especially corrugated boxes from commercial accounts. Yet, uncertainty over inspection procedures is causing problems. Paper recyclers are understandably reluctant to ship bales of old corrugated cardboard (OCC) until they know that inspections will be consistent and predictable.

Recycled paper and plastic markets will face turbulence for at least the next 12 months. However, just like in the early 1990s, markets will adjust. E-commerce has increased the amount of brown paper in the residential mixed paper stream. Some mills will change their stock preparation systems to mine this material. A new paperboard mill will be built in Ohio with mixed paper as a primary feedstock. Two companies have already announced plans to grind and pelletize mixed plastics and ship the pellets to China.

Will we learn anything from this latest price collapse, or will we once again run around like chickens without our heads when the next one happens? Clearly, we need to learn how to provide buffers from down markets and opportunities from up markets and start applying those solutions. Casella Waste Systems' monthly Sustainability/Recycling Adjustment that it charges commercial and residential contract accounts is one promising option.

Whatever the solution is, let's learn from our mistakes, not repeat them.

Chaz Miller is a longtime veteran of the waste and recycling industry. He can be reached at chazmiller9@gmail.com.

Canada's Environment Minister Wants To Make Plastic Waste A Global Issue

Canada's minister of environment and climate change, Catherine McKenna, recently offered more details on plans to use the June G7 Summit in Quebec as a platform to advance the country's plastic waste reduction agenda. "We are looking at a zero-plastics-waste charter," she said, as reported by CBC News. "We could build on goals like having 100% reusable, recyclable or compostable packaging."

McKenna cited recent sustainability discussions from big companies such as Unilever and Coca-Cola as a sign that momentum was building. Canada hopes its own action on plastic microbeads can be a model for other countries to follow, and that this can spread to the broader group of G20 countries.

The comments were met with support — and a dose of skepticism — in the Canadian media. Both CTV News and the Toronto Star ran pieces calling on the national government to lead more by example on the issue. Opportunities for further action by provincial governments, such as container redemption programs, were also highlighted.

Prime Minister Justin Trudeau first mentioned Canada's plastics agenda earlier this year, and it fits into the broader global conversation being driven by the European Union. The topic has received ongoing attention from the United Nations, Ellen MacArthur Foundation and many others in recent years.

The 2017 G7 Summit also included a workshop on marine litter, which came out of an action plan signed at the 2015 G7 Summit in Germany. This marine litter focus has led to numerous investments by Closed Loop Partners, The Ocean Cleanup and others in an attempt to reverse course on ocean pollution.

It has become increasingly popular for government officials to set bold goals around plastic, as seen with Canada and the U.K. The U.S. Environmental Protection Agency has also said marine plastic is still an active priority. Translating those ideas into results is often more complicated. For example, around the time Trudeau was talking up this environmental agenda in Davos the national government was approving a $35 million grant for plastics manufacturing.

While this may signal hypocrisy to environmental groups, it also represents the intricacies around plastics reduction or recycling. Barring a major shift in modern society, plastic will continue to play a role. Some consensus is building around limiting single-use items such as bags or straws. Containers or packaging can be addressed through extended producer responsibility or redemption programs.

The role of multinational packaging manufacturers, and recycling service providers, adds another layer to the discussion. All of this makes for a topic that is perfect for a global summit in theory, but remains a national and local issue in practice.

Taiwan Announces Ban on All Plastic Bags, Straws, and Utensils

All single-use plastic must be phased out by 2030.

Ordering take-out, picking up groceries, buying a soft drink — these are all activities that will change over the next decade in Taiwan when the island nation imposes a blanket ban on single-use plastic bags, straws, and cups, according to the Hong Kong Free Press.

It will be one of the farthest-reaching bans on plastic in the world, and it demonstrates the momentum of the anti-plastic movement as the scale of environmental harm caused by the substance is fully realized.

Taiwan's ban will be phased in over time and builds on existing regulations like an expanded recycling program and extra charges for plastic bags, according to the science website Phys.

The first part of the regulation includes banning chain restaurants from giving straws to customers in 2019, and then an overall ban on straws in dining outlets by 2020.

Retail stores will be charged for providing free plastic bags, disposable food containers, and utensils in 2020 and additional fees will be added in 2025.

These measures will culminate in a flat-out ban on single-use bags, utensils, straws, and containers by 2030, Hong Kong Free Press reports.

Taiwan's announcement is in response to the scale of plastic pollution.

Globally, around 380 million metric tons of plastic are being created annually. Meanwhile, an estimated 8 million metric tons of plastic enter the oceans each year, which is like emptying a garbage truck of plastic into an ocean every minute.

The announcement is also part of a larger movement against plastic in the world as governments realize that the convenience of plastic is not worth the harm it causes.

The UN recently proposed a global ban on plastic pollution entering the oceans; Canada is planning to introduce a similar proposal at the G7 gathering later this year; and a range of local, state, and federal governments are enacting targeted and sweeping bans on plastic use.

Each day, US citizens use about 500 million straws, according to Eco-Cycle. Considering the US accounts for just 4.4% of the global population, the global number of straws used daily is probably much higher.

Almost none of these straws can be recycled because they're generally made from single-use plastic and are so flimsy that they can't endure the recycling process.

So businesses, cities, and even countries are getting rid of them.

Plastic Bags No Longer Accepted Into Saskatoon Recycling Bins

As of April 1, Saskatoon residents are no longer allowed to recycle plastic bags into the city's blue bins. Along with plastic shopping bags, the new rule applies to saran wrap, bread bags and plastic food packaging.

City council voted in favour of Loraas Recycle and Cosmopolitan Industries, the two companies responsible for city recycling, removing plastic bags from the blue bin program. The companies said they could no longer find a market to buy the low-grade plastic.

Naomi Mahilewicz, with the Saskatchewan Waste Reduction Council, said the change will come as a wake up call to some residents.

Mahilewicz urges shoppers to use reusable bags at the grocery store. She said her personal favourite are those made of nylon, which are more durable than cloth.

For produce and some bulk items, Mahilewicz said she uses clear mesh bags. She also suggests washable zippered pouches that can replace ziploc bags in your lunch box.

When it comes to the widespread use of plastic bags, Mahilewicz said it's up to consumers to make a push for change. She suggests talking to stores about not offering them and complaining to companies that do.

Mahilewicz said a full-on plastic bag ban is not likely in Saskatoon yet because they don't make up the majority of what's in the garbage. She said the City of Saskatoon is more likely to target improvements to organic waste disposal and composting.

"That is such a huge volume of what we throw out and so easy to divert that I think we'll see them picking some of the more lower hanging fruit first," she said. "And then eventually as those start to change and we all have curbside composting, they're going to start moving away from some of those smaller things like plastic straws, plastic bags and some of those single-use plastic items."

If you want to get rid of some of the plastic shopping bags you have lying around, you can take them to food banks, daycares or preschools, which have a number of uses for them.

Or, they can always be used for picking up dog poop.

New Materials; New Recovery Methods

Some packaging materials simply may not belong in the traditional blue box either now or perhaps ever. For other newer types of plastic packaging, it may be that recycling technology just needs time to catch up.

And for still others, maybe a completely different approach is what's needed. The success of polystyrene foam depots in Quebec, and plastic bag take-back programs at retail outlets demonstrate that there's no single, 'best' answer for waste diversion, coast to coast.

"Flexible" packaging - such as chip bags, juice pouches, standup pouches - and smaller packages like pudding cups are all used by consumer product manufacturers for an important reason: they keep products fresh and safe while at the same time, reducing packaging and contributing to lower greenhouse gas emissions throughout the whole product lifecycle.

But these packages can challenge traditional recycling programs for three key reasons:

1. Materials laminated together can be difficult to separate for recycling.

2. Some items are in small sizes and volumes that are difficult to separate for recovery.

3. Evolving end markets and technologies often take time to catch up with newer, innovative materials, packaging and products that provide substantial environmental and economic benefits.

This raises an important question: what other ways are there to enhance diversion of challenging packages - either as short or longer-term solutions?

The Hefty® EnergyBag™ program is an innovative way of 'thinking outside the box' and applying new recovery solutions that address packaging end-of-life challenges. Pilot and full-scale programs in US communities show the Hefty® EnergyBag™ can divert impressive amounts of material that challenge the traditional blue box system. To date, over 44,500 orange bags have been collected, representing approximately 25 tons of non-recycled plastics being diverted from landfills.

In the Hefty® EnergyBag™ programs, consumers purchase distinguishable, branded orange plastic bags for used plastics that wouldn't usually be accepted in their blue boxes. This could include flexible plastics, like chip bags, frozen fruit and vegetable bags, microwave pouches, plastic dishware, straws, foam clamshells utensils, toothpaste tubes, packaging peanuts and much more. When the bags are full, consumers place them in recycling carts or bins and set them at the curb to be picked up on their regular recycling day.

When they arrive at the MRF, the Hefty® EnergyBag™ orange bags are pulled off at the front-end of the MRF, baled and shipped to an approved energy recovery facility to be converted into new energy sources, such as diesel fuel. The orange bags are never opened and do not go through the MRF. The goal is that in future these technologies can be used to create a feedstock to make new plastic resins – providing for a circular economy model of using plastics to make new plastics. Removing these loose, non-recycled plastics from the MRF stream improves the quality of the regular recyclables.

Through detailed composition audits, the Hefty® EnergyBag™ program has found that the quality of materials collected is acceptable for use in energy recovery technologies, contributing to a significant decrease in the amount of material sent to landfill.

Participating communities have identified positive impacts of the Hefty® EnergyBag™ program, among them:

- convenience and consistency for consumers (85% of one pilot's participants indicated they would continue to participate following completion of the pilot program)
- increased waste diversion with no significant changes to infrastructure and processes
- significant reduction in contamination of materials in the MRF
- overall cost reduction due to fewer materials sent to landfill
- recovery end markets gain, clean feedstocks from the separated materials
- sources of energy-rich feedstocks for energy recovery facilities

Although we all acknowledge it's best to maximize how much we recycle, for those plastics that aren't recycled diversion, programs like the Hefty® EnergyBag™ program can help to increase the overall diversion rate of these materials. Alternative and additional opportunities can support traditional diversion programs to help achieve sustainable materials management (SMM) and low carbon circular economy objectives.

The Hefty® EnergyBag™ program may not be right for every community. However, alternative approaches like this, which complement recycling programs, are valuable for the additional diversion that can be achieved and also, for the avenues of inquiry that enhance conversations about how to manage the changing material mix and promote greater waste diversion. In addition, they will help support the development of energy recovery technologies (such as pyrolysis), which will get us to the closed-loop 'from plastics to plastics' circular model we are all striving for.

Nespresso Joins BC In Recycling Coffee Pods

This initiative is part of global Nespresso program The Positive Cup.

Nespresso, in partnership with Recycle BC, has launched its Green Bag pilot project in Vancouver to make it easier for people to recycle the popular coffee pods.

As of March 2018, City of Vancouver residents can put their used capsules in a sealed recyclable Green Bag provided at no extra cost by Nespresso Canada when coffee capsules are purchased. The bag is placed into the recycling bin.

The aluminum is repurposed and the coffee grounds are transformed into a high-quality compost used by farms at no additional cost to citizens or municipalities.

Once collected by Recycle BC, the capsules are shipped to a partner where they undergo a technological process -- the first of its kind in Canada -- which mechanically separates the coffee grounds from the aluminum. The aluminum is repurposed and the coffee grounds are transformed into a high-quality compost used by farms at no additional cost to citizens or municipalities, according to a news release by the City.

This initiative is part of global Nespresso program The Positive Cup.

"As the only program in North America that is financed by the companies that produce packaging and paper products to operate the recycling system from collection through to processing the materials, we have a unique opportunity to collaborate with companies like Nespresso," says Allen Langdon, Recycle BC Managing Director, in a statement. "Through these partnerships, we can make recycling easier for residents, ensuring more material is recycled and less goes towards landfill."

This is the second phase of the pilot project, following its implementation in Coquitlam and Anmore in May 2017.

U.S. Moves Closer To Tougher Driver Training Standards

Entry-level truck drivers in the U.S. will face newly mandated training requirements as of Feb. 7, 2020.

But the new training standards set out by the U.S. Federal Motor Carrier Safety Administration (FMCSA) will not define the minimum number of in-class or in-cab training hours, as previously advocated for, says Laura McMillan, vice-president of training and development at Instructional Technologies. Instead, a registered carrier will need to certify that someone with a Class A or B learner's permit is "proficient" in 31 topics before a road test can be scheduled.

Those with a learner's permit before Feb. 7, 2020 will be allowed to complete their licensing under the old requirements, as long as it's done before the permit expires.

McMillan, who is also a member of the FMCSA's advisory committee to suggest and approve the new regulations, offered an update on the tightening training regime during the Truckload Carriers Association's annual convention.

The 31 topics are divided into 12 areas, with each area given a recommended method of delivery and a placement in training curriculum. However, there are few hard and fast rules for how the curriculum should be delivered.

Categories will include basic operation, safe operation, advanced operating practices, operating systems, reporting malfunctions, and non-vehicle activities for the classroom portion, skills on the range and on the road, and specialized information for those dealing with hazardous materials, school buses, or passengers.

Trainees will be able to take the in-classroom portion of the training in a traditional classroom, online, or through a combination of both. And the in-cab portion of the training can be done, in part, through the use of simulators to help trainees experience extreme weather and driving conditions, but it is not necessary to include a simulator component.

While the FMCSA regulations say driver trainees must be "proficient" in each of the 31 topics, there is no definition of what "proficient" means in the regulation. McMillan says the generally accepted definition of "proficient" is when the student can complete a task successfully eight times out of 10, but the definition is still subjective.

While the FMCSA committee originally wanted there to be a required number of in-class and in-cab hours, much like Ontario's 103.5 mandated hours, McMillan says the feedback the group received from the industry pressured the committee to change its mind and go with the current system instead.

Those in the U.S. military who currently use their vehicle endorsements and training to transition into trucking will still be able to obtain a commercial driver license through that program if their state allows it.

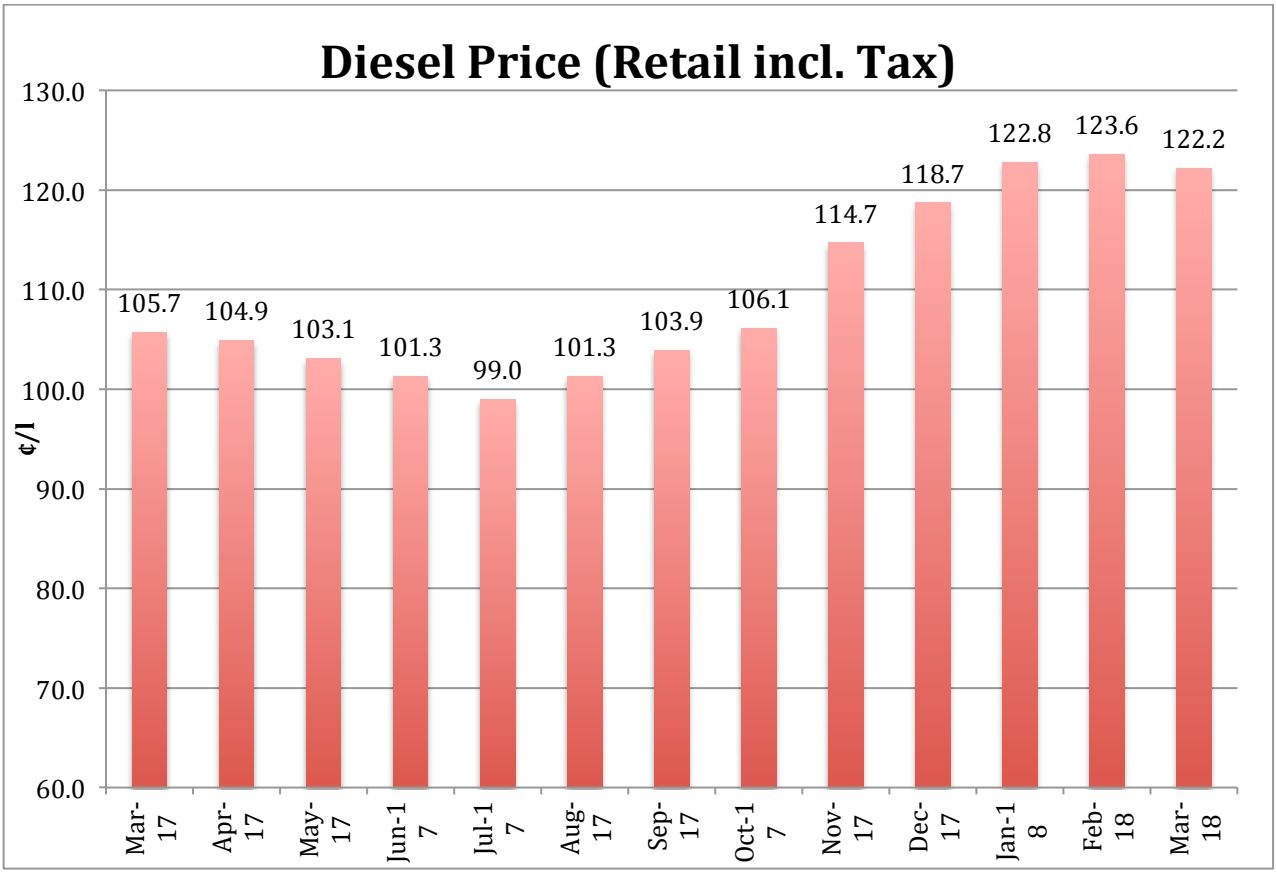
All training schools will have to be registered with the FMCSA — even if they belong to a group or association that maintains elevated curriculum standards. However, there is currently no active q

Schools will also be subject to periodic reviews and audits by the FMCSA once they are registered, but there is currently no timeline or mechanism for how that will be carried out, either.

Once the training is completed, training schools will have to submit their certification and have it received before a trainee is allowed to schedule their final road test. This closes a current loophole that allows tests to be completed and passed before evidence of training is submitted.

That system will be an online, automated portal, which has yet to be designed.

McMillan says she expects the developments that still need to be made will come with a "reasonable buffer" period for schools and drivers, and will be rolled out hopefully over the next year.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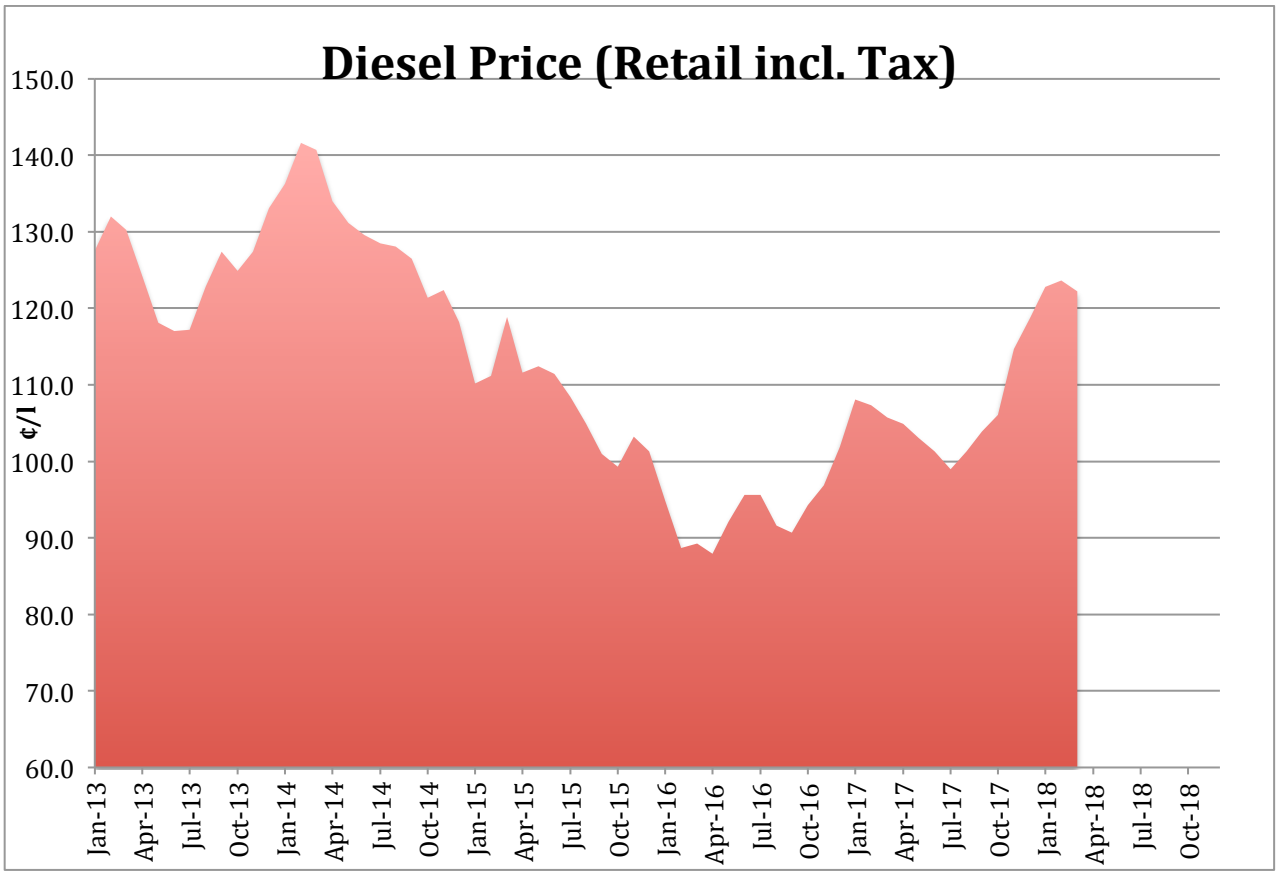
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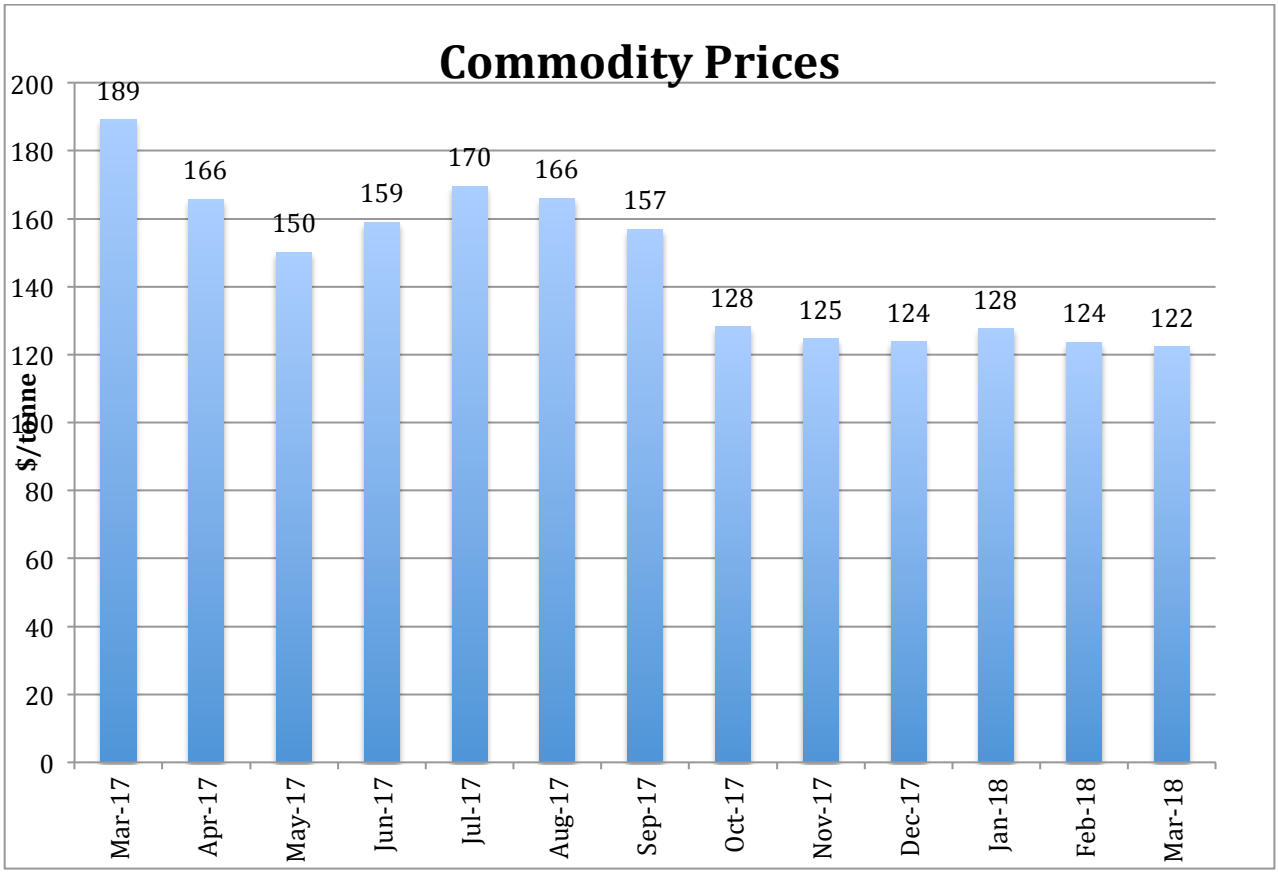
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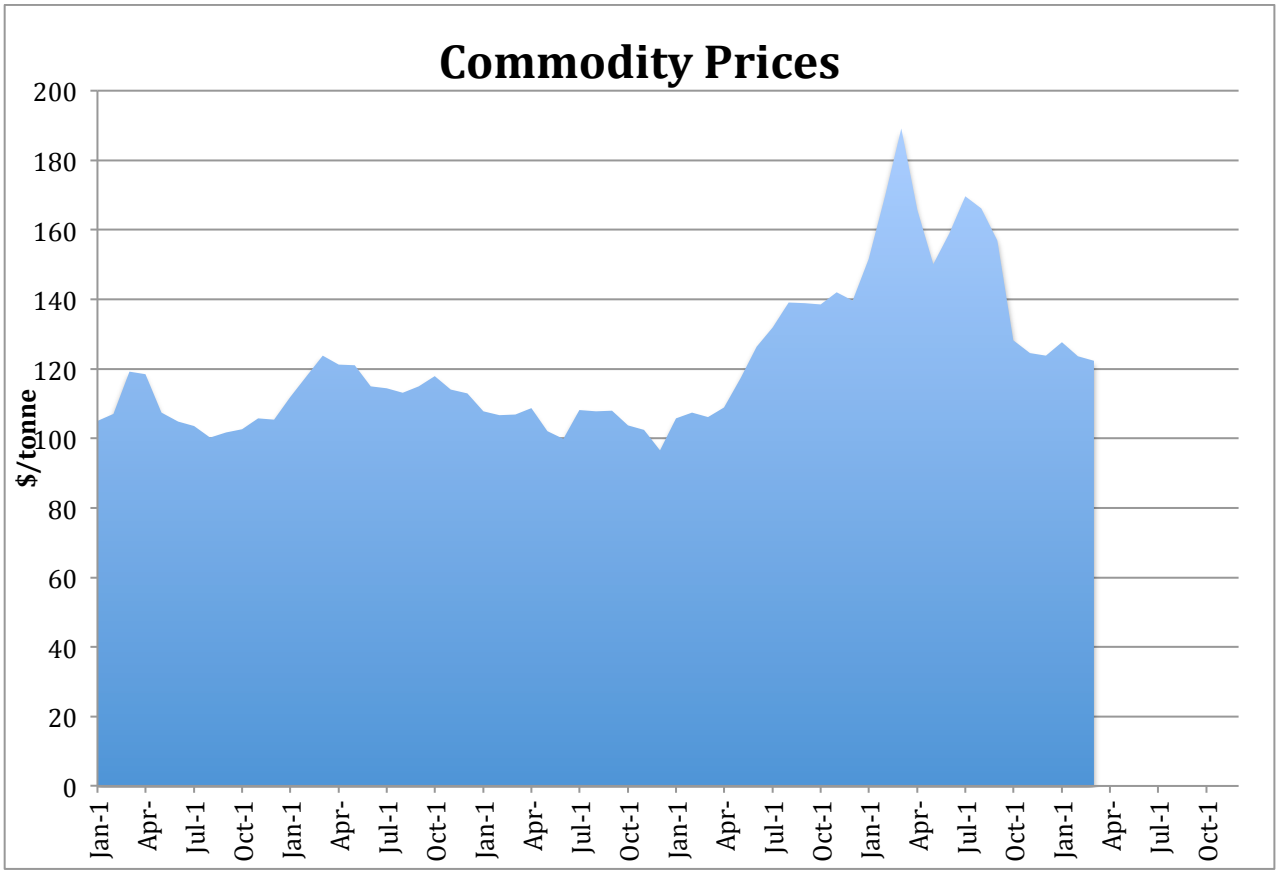
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BRA

Bluewater Recycling Association

2017 Annual Report

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Corporate Profile

The Bluewater Recycling Association, located in Huron Industrial Park in the Municipality of South Huron, near Exeter, provides a wide variety of reliable, dependable, and affordable resource management based products and services.

The Association is one of the largest multi-municipal resource management organizations in Canada, which provides integrated waste reduction and environmental services ranging from collection and processing to marketing superior quality products and services.

The 83 people employed by the Association handle over 50,000 tonnes of material yearly, which represents a substantial portion of the overall waste stream. Although the Association's fleet of 43 vehicles collect most of the material, the Association also processes contractor-collected material.

"Our mission is to provide ethical, innovative, effective, quality resource management services. We will carry out our mission efficiently, safely, and in an environmentally responsible manner, ultimately enabling our members to meet their environmental commitments."

The logo depicts the Association's acronym at the roots of a white oak tree strategically placed above our recognizable Bluewater wave. The white oak, native to the area, standing tall above the waters of Lake Huron is notorious for its stability and long life, which the Association mirrors. The root system of the oak is as dispersed as the branches above, reflecting the Association's unique relationship between its owners and customers.

The roots of the oak tree flow into BRA, the acronym for the Bluewater Recycling Association, signifying that the Association is at the root of providing solutions to environmental issues. The letters are intertwined, representing the cooperative nature of the organization that involves more than 20 individual municipalities. The bold, stylish letters symbolize the strength, creativity, and proactiveness of the organization. The wave is representative of the blue water found on Lake Huron which most of our members have an opportunity to view regularly.

Each colour used in the logo also carries special significance for the Association. Green is synonymous with the environment in general. Blue is representative of the blue water of Lake Huron and is a colour that is widely associated with recycling. White is representative of the cleanliness and purity of the environment which we strive to achieve.

The Bluewater Recycling Association is much more than a recycling company, it's

"Your Environmental Alternative"

Highlights

The last year can best be described as an exhilarating, roller coaster ride, aboard a high speed train zooming through a tunnel which we hope the light we see is the end of the tunnel and not the light of another fast approaching train.

What should have been a relatively quiet year before a series of elections turned out to be a game to see how many different pieces of legislation could be put through before the election with each one of them having a serious impact on our operations, but we'll talk more about that in the Regulatory Update portion of our report.

Bluewater Recycling Association Wins Green Leader Award

The Bluewater Recycling Association was recognized by the Huron Manufacturing Association by winning their Green Leader Award. It was an honour to simply be nominated for such an award. The win came as a surprise and our staff, from left to right, our controller Michelle, Mars Operations Coordinator Bonnie, and our Dispatcher Barb, were on hand to receive the award at the South Huron Recreation Centre.

The Huron Manufacturing Association is an inclusive partnership of industry and related businesses that drives economic growth and promotes manufacturing excellence in Huron County.

Commodity Markets Lead All Industry Talks in 2017

Evolving Tonne

The printed paper and packaging forming the contents of the "blue box" program continue to evolve, making it more difficult to manage, resulting in increased costs. Examples aren't hard to find as Postmedia and Torstar announced the trade of 42 local newspaper titles, mainly in Ontario, and closed most of them, citing a lack of advertising revenue. In the meantime, The Globe and Mail chose to save about $1 million per year on newsprint as it cut the width of its printed product to 10 inches from the old 11 inches. Declines in newsprint are continuing to track for complete extinction in 2020.

Newspapers continue to decline as are most glass packaged goods. However, the rest of the stream is also changing. Our cardboard is getting smaller in size because of all the online shopping. The growing use of pouches is affecting the flow of materials in the facility. The increased use of paper shredders at home is also affecting our equipment as it tends to behave like glass.

Commodity Pricing

Volume and price are the two key drivers in the waste business. After the Great Recession volumes started to improve in 2014, which increased operating costs and improved pricing. The last decade has experienced "anemic" gross domestic product (GDP) growth, and the Consumer Price Index (CPI), which had historically seen 4 percent per year growth, has only grown 2 percent per year for the last 15 years on average and only 1.6 percent per year since the Great Recession. The industry is seeing real headwinds with low GDP and low CPI. The impact of the housing market on the waste industry, is a "true barometer" of what is driving the industry.

No one has ever experienced what we are watching today in the industry, the slow gradual recovery in the housing cycle and an underlying consumer segment that is actually confident. Millennials are starting to buy houses--they may be smaller houses, but they are getting into the market. The new housing builds are generating commercial and construction waste and spurring commercial waste collection businesses.

National Sword

China is the largest importer of recovered materials in the world, accounting for approximately 27% of global scrap imports. In July, China informed the World Trade Organization (WTO) that it would be imposing a ban on importing 24 types of scrap, including mixed paper and mixed plastics, as of December 2017. China's ban, affects 2.9 million tons or $532 million (USD) of US exports for mixed paper and plastics.

This is not the first time China has implemented a policy to curb the inflow of contaminated scrap. China's first crackdown was in 2013 when it implemented its Green Fence Policy, which similarly targeted the importation of low grade paper and plastics. Also, beginning in 2017 China implemented the "National Sword 2017" policy to crack down on imports of scrap, specifically targeting low grade plastics.

Pricing for recycled commodities was steady through spring, but then China also did not issue import licenses to mills until much later in the year, making conditions even more challenging.

If this is the new normal, then we are faced with a meaningful revenue hit. There is going to be a pause here and people are going to take a big deep breath and just wait and see how some of this plays out.

The recycling market has fluctuated for decades and this is no exception, but near term market forces are combining to put greater than usual pressure on commodity pricing in 2018 and beyond. For MRFs and municipalities, the key to weathering this storm is production of high quality bales. As in the past, MRFs producing reliable quality will typically find a home for their materials. Locking in to longer term agreements with end markets is also recommended to ensure access to limited domestic reprocessing capacity.

MRFs that are unable to address bale quality issues may need to seek reprocessing markets in developing countries, like Vietnam, South Korea and Malaysia. This alternative may be the most cost effective option to address quality issues from some MRFs, but will come at a cost. They can anticipate competing against large quantities of available American single stream material for the remaining available reprocessing capacity and without well established relationships and the associated risks of shipping overseas, can expect challenges. It is important, therefore, that municipalities continue to monitor their operations and material quality given the ever reducing tolerance for contamination anticipated in all markets.

Trade Wars

The U.S. has a $350 billion trade deficit with China. There are gaps with trade with the E.U., Mexico and Canada. The North American Free Trade Agreement (NAFTA) sent middle-class jobs out of the U.S.. Renegotiating trade agreements can be significant.

Nothing Less Than Perfection

In the meantime, the end markets are demanding increased quality standards from us. Most commodities had a 5% allowance for contamination built in however that standard is now being pushed to 0.5% contamination allowance. Yes, that is a purity rate 10 times more stringent than in the past.

In anticipation of the impact that changes in packaging had on our system, the Board commissioned a review of the efficiency of the Material Recovery Facility in 2016. As suspected, three pieces of equipment were underperforming as a result of the changes which affected the efficiency of the system.

We promptly reviewed available technologies to rectify the situation and landed on a solution that was installed at the end of November. The $1.2 million upgrade could not have come at a better time as the commodity prices were crashing as a result China's pressure in the marketplace.

A new cardboard separator designed to reduce down time and increase smaller cardboard recovery was installed. The newspaper screening technology was removed in favour of additional optical technology. This enabled us to target specific materials rather than rely on screen openings and friction to assume we have selected the right commodity. We currently have the only single stream facility in Ontario able to meet the new Chinese quality requirements. Although the MRF was shut down for 2 weeks to faciliate the installation of the upgrade, collection services remained uninterrupted.

Pure Recycling Campaign

To reflect the changes in the marketplace, the Association refocused its promotion and educational materials to emphasize materials that are recyclable with minimum contamination. In order to accomplish this, we launched our PURE campaign (Perfectly Usuable Recyclable Everytime) to remind our customers that not everything is acceptable in our program. First and foremost, it exists to recover Printed Paper and Packaging. Our users cannot simply "wishcycle" and simply place anything they think or wish was recyclable in the recycling bin. In too many instances some users actually believe that any plastics with a Mobius loop is recyclable and that all metal or paper products can simply be thrown in. This has never been the case and it is this type of behaviour that can jeopardize the entire program for others.

Have You Been Tagged?

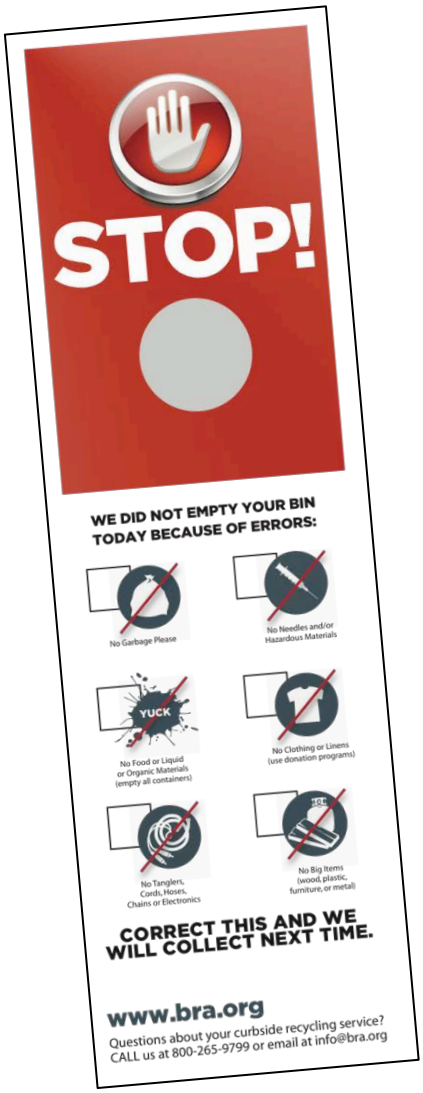
In 2016, we completed the upgrade of our vehicle on board monitoring system for wheelie bins. The drivers have been flagging and taking pictures of non-compliant containers set out for collection ever since. This data has been invaluable in identifying habitual offenders.

In the summer of 2017, the Association took the initiative to target repeat offenders by visiting their containers prior to collection. If contamination was visible or found, then a red "Stop!" tag was left behind with instructions to communicate with the user that they were not following the recycling program rules. They needed to clean up their bin prior to servicing.

Where a bin was found in good condition, a green "Thank You" tag was left behind to encourage the user.

In some cases where a driver empties the bin and finds abuse "hidden" at the bottom of the bin, a red "Oops!" tag has been left to warn the user that future contraventions will not be tolerated.

The program has worked so well that we have now established a bin team with a full time inspector on staff.



Driver Shortage Could Hit All Time High This Year

Everyone in the trucking industry is feeling the driver shortage. It has been talked about for years but a variety of factors have delayed its impact on businesses until 2017.

The American Trucking Associations projected the shortage to reach 50,000 by the end of 2017 and if current trends hold the shortage could grow to more than 174,000 by 2026.

Driver turnover at large truckload fleets, which hit an all time high of 130% in 2005, averaged 81% last year with the freight slowdown. But by the second half of this year, it was back up to 90%.

In the last half of 2017, trucks were hard to get because of the two major hurricanes, Irma and Harvey. Haulers choose to serve the lucrative emergency help contracts overs long term customers. As a result, anyone trying to ship anything had to be selective in what and when they were shipping. It is forcing thousands of shippers into a tough choice: postpone all but the most important deliveries, or pay dearly to jump to the front of the line.

Several factors have converged to overwhelm the trucking market. Freight volumes in December hit near-record levels for that time of year, on the back of a strengthening economy. Retailers are replenishing stocks after one of the strongest holiday sales seasons in recent years. Manufacturers are also shipping more cargo; in December, industrial production had the largest year-over-year gain since 2010, according to the Federal Reserve. What's more, bad weather and a new federal safety rule that took effect in December have crimped the supply of available trucks. Diesel prices are near a three-year high, adding to transportation costs.

The start of 2018 saw the introduction of Electronic Log Books as a requirement in the US. This resulted in many older drivers retiring rather than adapting to the new technology. Canada is expected to follow suit shortly. In Ontario, the driver licensing and renewal requirements changed making it more onerous to get and maintain a commercial driver's license. We also have this impending cannabis law coming which could further impact the number of drivers available.

Like anything else in short supply, quality is usually the next to suffer. A major hauler in the US is already experiencing the quality impact as they received 100,000 driver applications last year but only 2.7% met their quality requirements.

The causes of the shortage include the demographics of the aging driver population, lifestyle issues, regulatory challenges and others. Over the next 10 years, we need to attract almost 900,000 new people to the industry.

Demographics is a big part of the problem. ATA's research arm, the American Transportation Research Institute, recently updated its demographic data on drivers and found some 57% of drivers are 45 or older. Only 4.4% are 20-24 years old.

We have experienced delays in shipping our commodities as a result of the shortage. We have also experienced difficulties finding quality drivers for our own operations which results in more overtime than expected. Recycling industry analysts believe that the current fees for recycling services which hover in the $3 to $4 per month will have to double in the coming years to maintain current services.

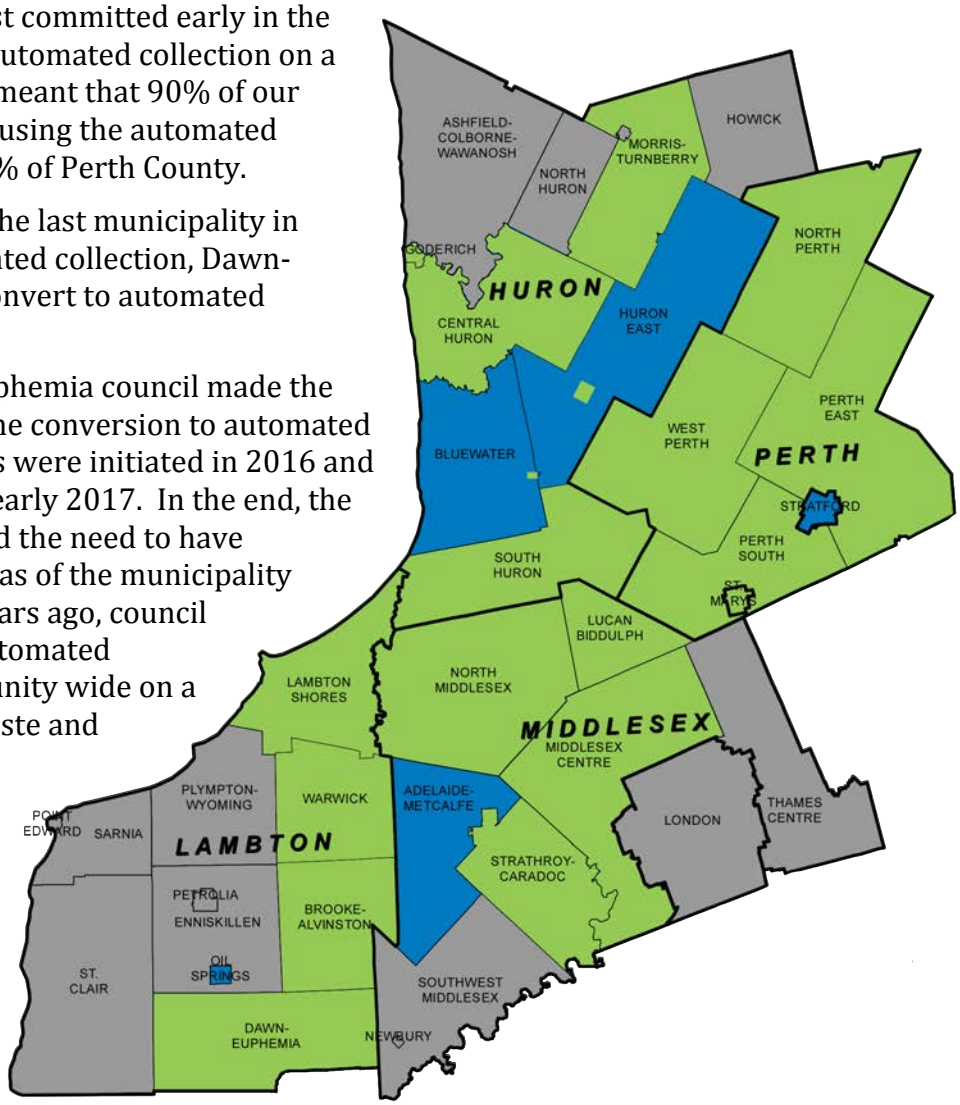
90% Serviced with Automated Collection

The Township of Perth East committed early in the New Year to switching to automated collection on a biweekly frequency. This meant that 90% of our households were serviced using the automated collection system and 100% of Perth County.

On the heals of launching the last municipality in Perth to convert to automated collection, Dawn-Euphemia committed to convert to automated collection in the fall.

On May 15th, the Dawn-Euphemia council made the decision to proceed with the conversion to automated collection. The discussions were initiated in 2016 and public meeting were held early 2017. In the end, the life of the Dawn landfill and the need to have common services in all areas of the municipality after merging nearly 20 years ago, council opted to implement the automated collection program community wide on a biweekly basis for both waste and recycling.

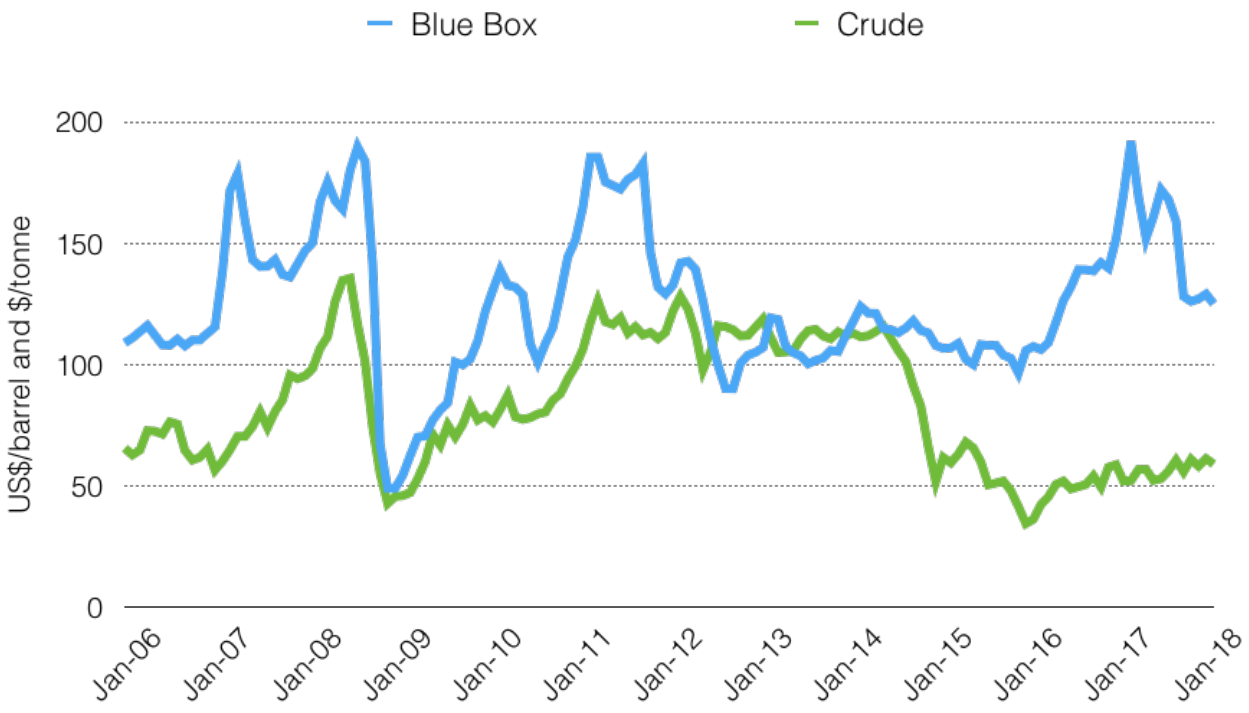
Dawn-Euphemia launched in November and it was immediately followed by the Chippewa of the Thames First Nation who started automated collection in December.



The Association has two remaining vehicles collecting manually from its fleet of 43 trucks.

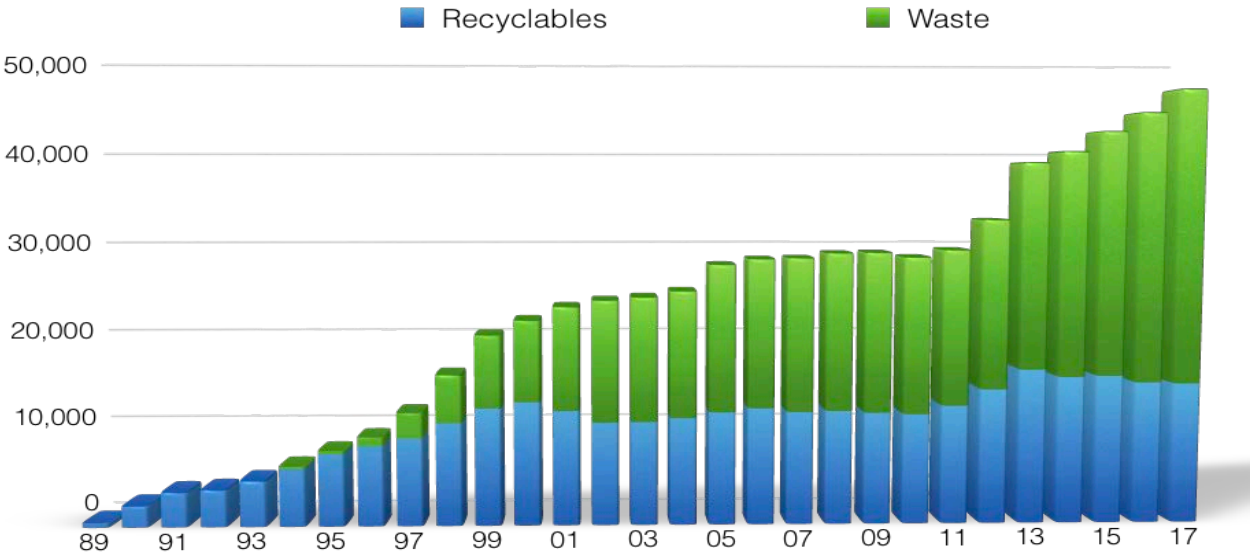
Commodities Update

After a rise in pricing that started in May of 2016, the commodity pricing continued upward in 2017 until the last half of the year when the export market shut down which resulted in an oversupply situation on the domestic markets



Tonnes Managed

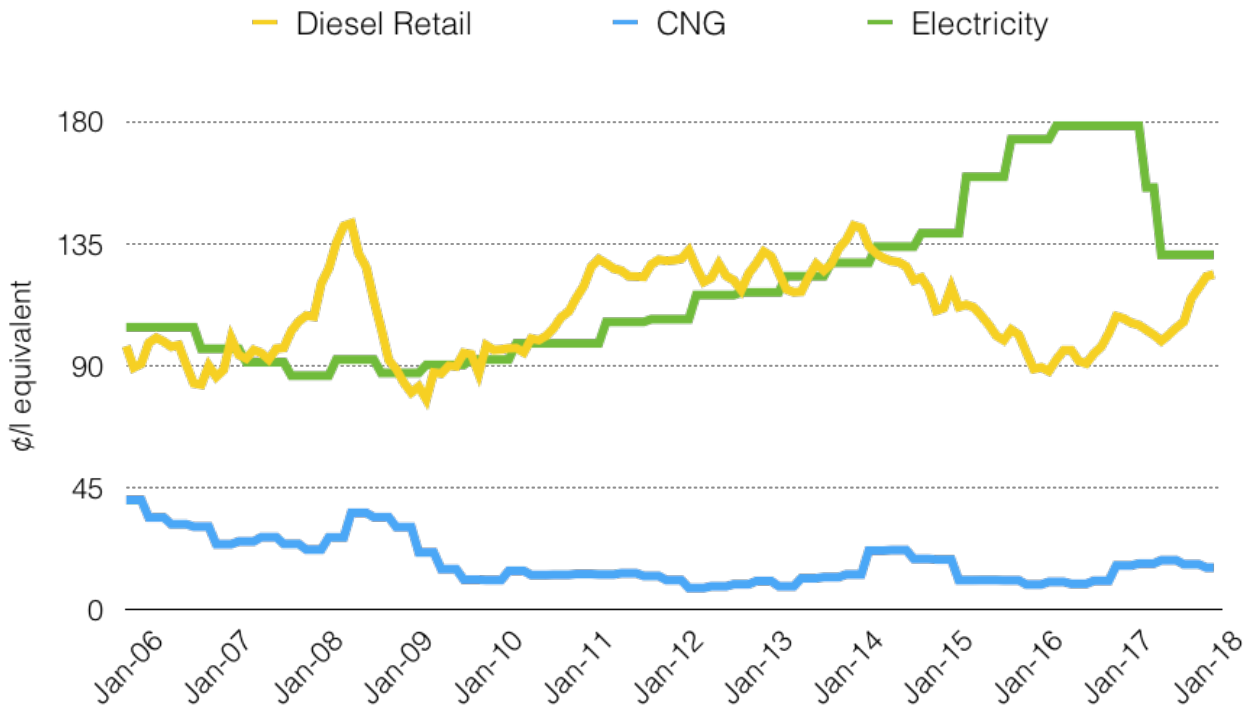
The Association continues to grow by managing more materials in the area. Despite a significant campaign to reduce contamination in 2017, we managed to maintain our recycling volumes while increasing our waste volumes.



Fuel Update

One of the benefits of low crude oil is generally lower diesel prices as well. While diesel prices did not go down as rapidly as the crude price, it did eventually fall to a reasonable price below $1.00 per litre.

In the meantime, our conversion to natural gas continues with now 12 of our vehicles operating with this fuel. Despite the lower diesel prices, natural gas remains significantly lower. Furthermore, it remains the best overall performer with lower emissions and low noise.



Facts About Food Waste

About $31 billion worth of food is thrown away annually in Canada. Meanwhile, more than 850,000 Canadians rely on food banks for their next meal, including many children.

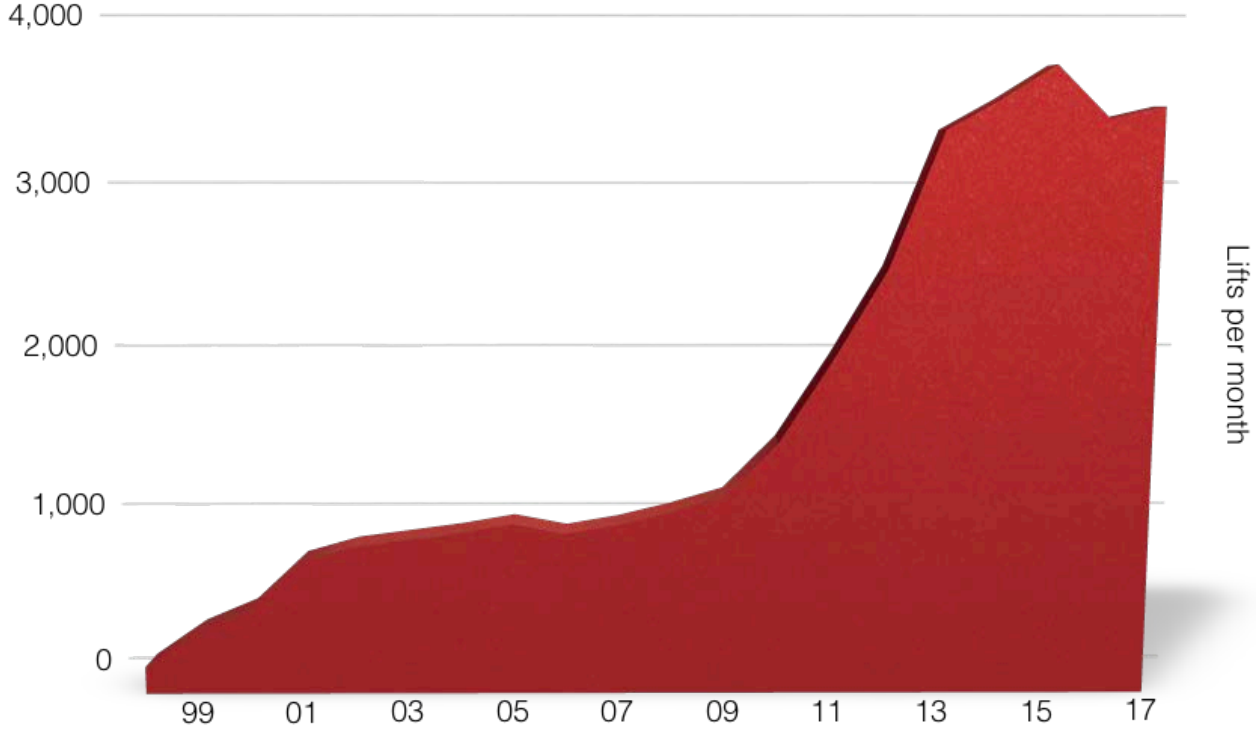
The true cost of food waste when you factor in the energy that is wasted (to produce the food), is actually close to $107 billion annually. The United Nations' Food and Agricultural Organization estimates that the full cost of food waste is approximately two and a half times greater than the "face value" of the wasted food, because of the wasted water, energy, labour, capital investment, and more.

Most food that gets thrown away in Canada – a full 47% – occurs in the home. Consumers throw away about $1,500 worth of wasted groceries annually. As much as we hate multilayer packaging for not being recyclable, here is how they help minimize food waste.

	Original packaging	New packaging	Result
Bananas	Sold loose	Perforated polyethylene bags	Lasted 15 days unpackaged versus 36 days in bags
Beef	Polystyrene foam tray with cling wrap	Vacuum packing in oxygen barrier film	Shelf life extended from four days to up to 30 days
Bell peppers	Sold loose	Modified atmosphere packaging with perforated polypropylene film	Lasted four days sold loose versus 20 days in packaging
Bread	Paper bag	Biaxially oriented polypropylene film	Food waste reduced from 11.0% to 0.8%
Cheese	Sliced at counter and wrapped in paper	Polyester tray with a polyethylene and polyester lid	Food waste reduced from 5.00% to 0.14%
Cucumbers	Sold loose	Polyethylene shrink wrap	Shelf life extended from three days to 14 days
Grapes	Sold loose	Perforated bags	Bagging leads to a 20% reduction in in-store waste

Mars Environmental

Our commercial division continues to perform well despite the drop in lifts performed in 2016. The drop in services was directly related to our change of policy with regards to recycling services. As soon as we implemented a nominal fee for the service, our customers responded with an adjustment in service frequency away from weekly service to biweekly or even monthly. This has resulted in a much more efficient operation lowering our costs while improving our revenue stream preparing us for continued growth ahead.



Regulatory Update

Amended Blue Box Program Plan

Bill 151 – the Waste-Free Ontario Act, 2016 – was proclaimed by the Ontario Legislature on November 30, 2016. The new legislation enacted the Waste Diversion Transition Act 2016 (WDTA) and the Resource Recovery and Circular Economy Act 2016 (RRCEA), which makes producers fully responsible for end-of-life management of designated products and packaging. Existing waste diversion programs for Blue Box, Municipal Hazardous and Special Waste (MHSW), Waste Electrical and Electronic Equipment (WEEE) and Tires will be wound up and transitioned to regulations developed under the RRCEA.

This transition will have major implications for all municipalities currently managing or operating waste diversion programs. The municipal sector must be actively involved, working very closely with the Ministry of the Environment and Climate Change (MOECC) and key stakeholders, including producers and service providers, to ensure that the outcomes of this transition are beneficial to our communities.

On February 8, 2017, AMO held a one-day workshop with elected officials and municipal staff across the Province, and was asked to support municipal involvement in the transition process and to develop an effective partnership role for the municipal sector.

On March 31, 2017, the AMO Board directed staff to engage in discussions on the formation of an appropriate entity to act as a coordinated municipal resource, to provide policy and negotiations support to the municipal sector, and to advocate for the expeditious transition of the Blue Box program to full producer responsibility.

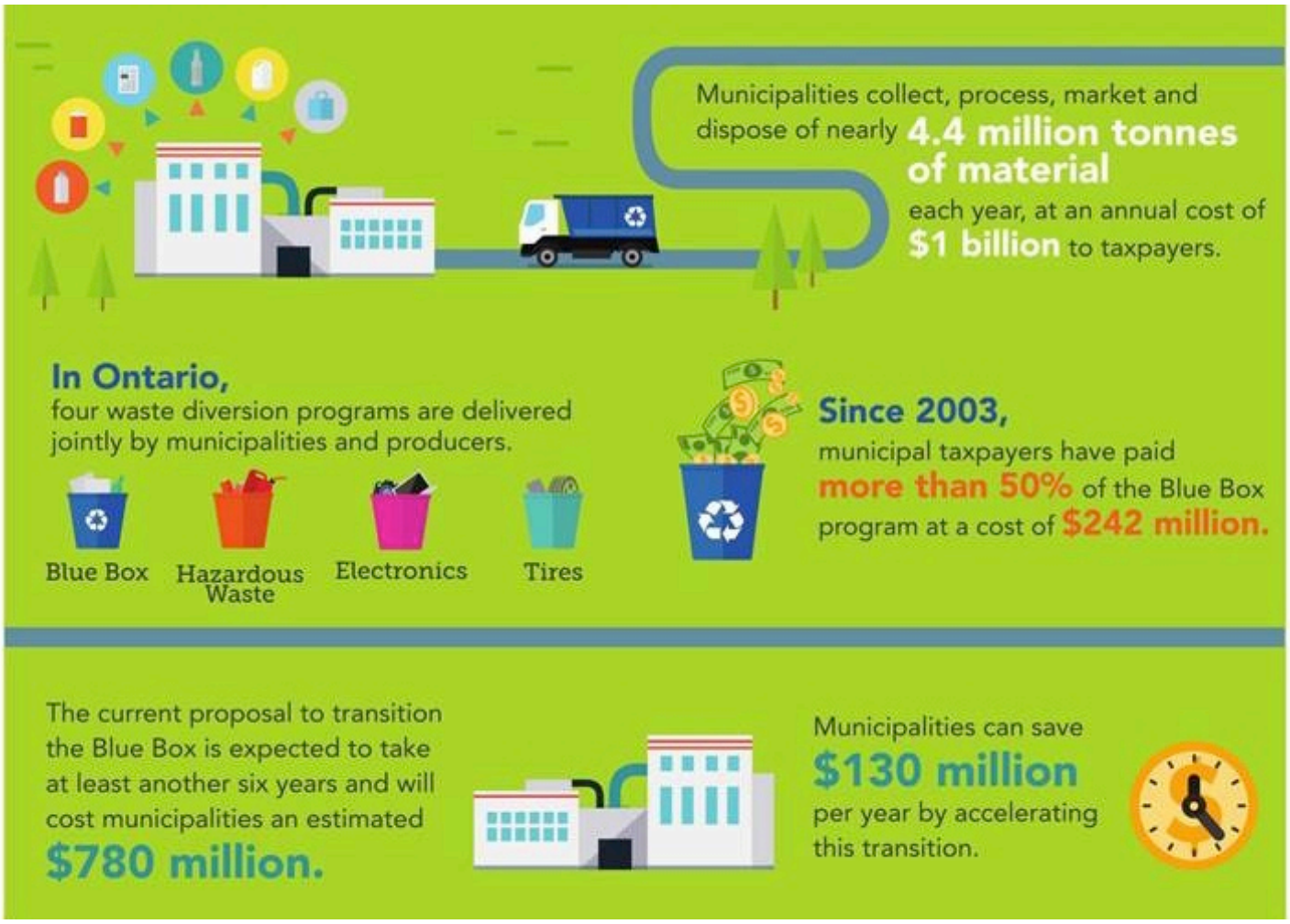
The Association of Municipalities of Ontario, Municipal Waste Association, Regional Public Works Commissioners of Ontario, and the City of Toronto have joined forces to form the Municipal Resource Recovery and Research Collaborative (Municipal 3Rs Collaborative) to advocate for a smooth and timely transition to full producer responsibility, and to make sure key municipal priorities like maintaining service standards to residents are protected.

The Municipal 3Rs Collaborative is working closely with key producers and the Ministry of the Environment and Climate Change in a process to consult on revisions to the current Blue Box Program Plan. This would be the first step in transitioning the Blue Box to full producer responsibility.

The role of the Municipal 3Rs Collaborative is to listen carefully to the Ontario municipal sector, feed this information into the process, promote municipal interests, and provide updates and resources that will help municipalities manage contracts and make the best possible decisions for their own local programs and communities.

The Municipal 3Rs Collaborative worked to support all Ontario municipal governments in this process, and throughout the extensive consultation process to ensure full participation by the sector. Unfortunately, the process failed.

The failure to present an acceptable plan rests solely on Stewardship Ontario (SO) and their flagrant disregard for the consultation process and the solutions presented to them to resolve the issues. Instead, they proceeded with the presentation of the BC plan version 2.0 despite repeatedly being told it would never be acceptable in Ontario.



Municipalities spent countless hours developing solutions to the many issues under each of these main issue categories. The municipalities did so under the understanding this was to be a collaborative process. We had the utmost desire to reach an acceptable plan.

With the accord, SO had begun a reconciliation process with the municipalities but we now see that it was simply another tactic to delay the inevitable. This is the same group that was legislated to pay 50% of the Blue Box costs and has never paid their share. They have even taken municipalities to arbitration to avoid paying their share. They continue to introduce complex and non-recyclable packaging in the marketplace but refuse to take responsibility for them.

Our members, like other municipalities in Ontario have been the provider of the Blue Box programs for approximately three decades. We want good environmental outcomes for our ratepayers by providing fair and reasonable solutions that satisfies the Minister's direction.

No plan was submitted to the Minister by the original February 15, 2018 deadline. It is anticipated that the Minister will not provide additional direction and will allow the two parties to continue discussions if that is determined to be feasible proposition.

Tires Regulation under the Resource Recovery and Circular Economy Act, 2016 (RRCEA)

Regulation (O. Reg. 225/18) was filed on April 9, 2018. To view the Tires Regulation, please visit the MOECC Environmental Registry (link: https://ero.ontario.ca/notice/013-1716).

This new regulation makes individual tire producers responsible for the collection and end-of-life management of tires marketed to consumers in Ontario. The regulation also requires that other persons involved in resource recovery activities related to tires meet certain requirements, such as registration, record keeping and reporting.

The current Used Tires Program, operated by Ontario Tire Stewardship (OTS) under the Waste Diversion Transition Act, 2016, is to cease operation on December 31, 2018, followed by the wind up of OTS as a corporation. For information about the wind up plan, which was recently approved by RPRA (the Authority), visit the Authority's website (link: https://rpra.ca/used-tires-program-wind-up/).

WEEE Wind up Direction

A notification and direction letter from the Minister of the Environment and Climate Change to Ontario Electronic Stewardship (OES) and RPRA in respect to the wind up of the waste diversion program for waste electrical and electronic equipment (WEEE) has been issued. It was confirmed that the government is intending to issue wind up direction on all WDA programs prior to the upcoming provincial election.

Ontario Electronic Stewardship (OES) must submit a wind up plan for the WEEE Program to the Authority no later than December 31, 2018, and the WEEE Program is to cease operation on June 30, 2020. The wind up direction letter to OES and a complementary policy direction to the Authority can be found on the Authority's website (link: https://rpra.ca/weee-program-windup/).

Municipal Hazardous or Special Waste (MHSW) Program Wind Up

On Thursday, April 12, 2018, the Minister of the Environment and Climate Change issued direction to Stewardship Ontario (SO) to wind up the Municipal Hazardous or Special Waste Program by December 31, 2020. This wind up will allow the transition of materials collected under the program to individual producer responsibility under the Resource Recovery and Circular Economy Act, 2016.

Information related to the program wind up and future consultations will be posted to the Program Wind Up page when available. Until the wind up date, the Municipal Hazardous or Special Waste Program will continue to operate without disruption. This includes the operation of the Industry Stewardship Plans managed by the Automotive Materials Stewardship, the Product Care Association and SodaStream.
Please contact Stewardship Ontario directly for any operational inquiries at werecycle@stewardshipontario.ca.

Amendment to Regulation 344/90 (Disposable Containers for Milk)

After considering input received from stakeholders on the proposed amendment to Regulation 344 (Disposable Containers for Milk) under the Environmental Protection Act, 1990, a decision was made to implement the amendment. The amending regulation was filed on April 6, 2018 and is now in effect. To view the regulation, please visit the Environmental Registry (link: https://ero.ontario.ca/notice/013-2059).

The amendment to Regulation 344 provides options for milk producers to use containers that are widely accepted in recycling programs or are managed through a deposit return program. This will provide flexibility to milk producers while still protecting the environment.

Waste Export Data

A recent report from the State of Michigan indicated that waste export from Ontario had increased significantly in 2017. It was noted that export tonnage has increased by 19% to over 3 .2 million tons.

It was also confirmed that the State of Michigan is considering the implementation of a landfill surcharge that would represent a significant increase in cost for Ontario waste exported to Michigan landfills.

Metro Vancouver initiatives

The City of Metro Vancouver has implemented a tonnage levy on waste generated, but not disposed of at Metro Vancouver facilities. The levy is $40 per tonne with provisions to increase over time. It was noted that this directly affects IC&I waste tonnage and that to date there has not been a legal challenge of the levy provision. It was noted that the City has also passed a license bylaw effective January 1, 2018 that allows the city to control the flow of waste and the organizations active in the waste management sector.

County of Oxford Adopts a Controversial Amendment to their Official Plan

The amendment has been appealed to the OMB by Walker Environmental Group on a number of grounds including restricting future waste management facilities. There is a potential concern of the precedent that may be created by this amendment to Oxford's Official Plan which could be troubling especially considering the impact it could have if applied more broadly and to other waste management facilities. The waste management sector clearly has an interest as waste moves freely within the province both to private and public facilities.

Addressing Food and Organic Waste in Ontario

Food and organic wastes make up approximately one third of Ontario's total waste stream. This includes organic waste generated at home, such as food scraps and leaf and yard waste, as well as food waste produced by industrial, commercial and institutional (IC&I) sectors such as food processors, wholesalers, grocery stores and restaurants.

In 2014, Ontarians generated about 3.6 million tonnes of food and organic waste, of which over 60% was sent for disposal, mostly to landfill.

Although food is essential for life and organic materials are critical for healthy soils, significant amounts of organic material end up going to disposal year after year.

Reducing the amount of food and organic wastes that end up in the waste stream provides economic benefits in terms of cost savings across the supply chain and new jobs associated with organic waste processing facilities. It also results in environmental benefits in the form of greenhouse gas reductions and less reliance on landfills. Given the right conditions, food and organic waste can be recovered and re-integrated into the economy. Turning food and organic waste into valuable products recognizes the net economic benefit of a circular economy, where nutrients, energy and other resources are recovered and serve as inputs to new products.

The Strategy for a Waste-Free Ontario: Building the Circular Economy, released on February 28, 2017 commits the ministry to a Food and Organic Waste Action Plan with a key action being the possible banning of food waste from disposal. The strategy also proposes that the first policy statement under the Resource Recovery and Circular Economy Act, 2016 will focus on food and organic waste. These actions will also support the waste reduction and resource recovery objectives of the strategy and greenhouse gas reduction objectives of Ontario's Climate Change Action Plan.

The discussion paper, "Addressing Food and Organic Waste in Ontario", serves as the basis for preliminary discussions with stakeholders to inform the development of the Food and Organic Waste Framework. The Food and Organic Waste Framework will aim to:

- Reduce the amount of food that becomes waste
- Remove food and organic waste from the disposal stream
- Reduce greenhouse gas emissions that result from food and organic waste
- Support and stimulate end markets that recover the value from food and organic wastes
- Increase accountability of responsible parties
- Improve data on food and organic waste
- Enhance promotion and education regarding food and organic waste

The intent of this Discussion Paper is to offer an early opportunity for Ontarians to provide input towards the development of a Food and Organic Waste Framework.

This Discussion Paper will assist the Ministry of the Environment and Climate Change in gathering information and collating the various opinions of the general public and stakeholders on the following discussion topics:

- The Scope of the Food and Organic Waste Framework
- Actions to reduce food and organic
- Actions to support processing capacity and end-markets for food and organic wastes

The development of both the action plan and policy statement will also be informed by a stakeholder working group concurrently. The ministry has invited representatives from key stakeholder groups including municipalities, the waste management industry, producers, non-governmental organizations, the agri-food industry (e.g. farmers, food processors) and generators of organic waste in the IC&I sectors (e.g., food retailers, restaurants , offices, hospitals) to participate in this process wastes.

The discussion paper posted as part of this proposal is intended to offer an opportunity for the public and stakeholders to provide comments towards the development of the Food and Organic Waste Framework. The ministry expects that further public consultations will occur once the draft policy statement and action plan are released.

	Current Municipalities with curbside green bin programs	Southern: 50,000 pop and urban density greater than 800p/km2	Southern: 20,000 pop and urban density of greater than 600p/km2	Northern: 50,000 pop and urban density of greater than 800p/km2	All Others small, rural, Northern
Target	75% by 2023	75% by 2023	50% by 2023	50% by 2023	Best Effort
Curbside Collection	Yes	Yes	Preferred	Preferred	Not Required
Source Separation	Yes	Yes	Preferred	Preferred	Not Required
Alternative to preferred option	Alternatives can be used if it is demonstrated that the targets can be achieved efficiently and effectively				Diversion through home composting, Community composting, or local event day

Bill 148, the Fair Workplaces, Better Jobs Act

Bill 148, the Fair Workplaces, Better Jobs Act, was introduced by the government in June to make changes to the Employment Standards Act, including raising the minimum wage and changing the nature of temporary and contract work in Ontario. The new law was adopted in the fall.

It is so new that it is still unclear how new scheduling requirements will be applied. In an attempt to make scheduling more consistent and predictable, under the new law employees that have been with a company for more than three months are able to refuse to work a shift if given fewer than four days notice. As well, 'on-call' employees would be paid for three hours of work for each day they are listed as on-call and not called in to work. It is unclear if and how this will apply to fleets.

We have also commented on the new minimum wage, saying that it recognizes that a fair minimum wage but deciding what sectors the changes should apply is necessary for a healthy economy, New York State has been an example of this and it hopes that the Ontario government will be to.

The current approach being taken in Ontario lacks this regional and economic analysis. We are not asking the Province to reconsider the move to a $15 minimum wage, but instead urging it to reconsider how such a policy is implemented, clarify which sectors and regions the policy will apply to; and how quickly it will be brought in."

The timeline for the proposed changes will be staggered, with a raised minimum wage scheduled for Jan. 1, 2018 and again a year later. Changes to the definition of casual, temporary, and part-time workers is proposed for April 1, 2018.

Green Commercial Vehicle Program

Ontario is helping businesses buy low-carbon vehicles and technologies that reduce emissions and foster sustainable development. This investment is part of Ontario's Climate Change Action Plan and is funded by proceeds from the province's cap on pollution and carbon market.

The new program provides rebates towards the purchase of alternative-fuel vehicles and fuel-saving technologies, making it more affordable for local businesses to own and operate greener vehicles. Eligible vehicles and devices under the program include electric and natural gas-powered trucks, aerodynamic devices, anti-idling devices and trailer refrigeration units.

The program encourages more businesses to make the switch to low-carbon vehicles to reduce greenhouse gas emissions from transportation, a sector that generates about a third of Ontario's total greenhouse gas emissions.

The Association was able to take advantage of this program with the acquisition of its latest CNG vehicles.

Class D Renewal Requirements To Tighten

Ontario is preparing to tighten the requirements to renew Class D licenses, bringing medicals and knowledge and vision tests in line with other commercial classes. The changes are effective July 1, 2018.

Formal notice is expected has been issued to license holders .

Class D license holders up to 80 years old will now be subject to a Class D knowledge test and vision test every five years, when they renew their licenses. Air brake knowledge tests for a Z endorsement will occur at the same time. Drivers 65 to 79 years old, with three demerit points or an at-fault collision on their record, will have to take a road test as well.

Medical reports will have to be submitted every five years for those under 46, three years for those 46-64, and annually for those 65 and older. Forms will be mailed to license holders 90 days in advance of the due date.

A Class D license allows someone to drive any truck or vehicle combination exceeding 11,000 kilograms, provided that the towed vehicle weighs less than 4,600 kilograms.

Association Supports Zero-Tolerance For Drivers On Weed

During consultations with the provincial government, the Association supported the Canadian Trucking Alliance (CTA) position that the trucking industry should be held to a zero-tolerance policy for being under the influence of marijuana.

Statistically operators of large commercial vehicles are much less likely to be impaired by alcohol or drugs than all other motorists.

The Association will also be working with the province on creating workplace testing policies, including a review of the responsibility of employers to accommodate those with addiction issues. They are also discussing establishing sobriety levels for commercial drivers and passenger vehicles, similar to those policies currently deployed for safety sensitive positions.

Federal Cannabis Legislation Tabled

The federal government tabled legislation to legalize marijuana on April 13. As expected, the Bills leave the bulk of decisions on age of majority, distribution, and retailing of marijuana to the provinces.

The Legislation:

Bill C-45, the Cannabis Act, will amend Canada's Criminal Code, Controlled Drugs and Substances Act and other current legislation to allow Canadian residents to sell, buy, possess, and grow marijuana before July of 2018. The legislation proposes:

- limits of 30 grams of dried marijuana for individual possession for adults over the age of 18 years unless a higher age is set by a province;
- authorizes the creation of a licensing system for marijuana growers and a tracking system for plants;
- establishes penalties for possession of greater amounts of marijuana, trafficking outside of the proposed system, and distribution to minors;
- provinces will have the ability to set their own distribution and other rules, or default to the federal requirements.

Bill C-46 amends the Criminal Code and other legislation to introduce new penalties for drugged driving, streamline drunk driving provisions. This Bill also allows police officers who suspect a person of driving while under the influence of drugs or alcohol to demand a bodily fluid sample.

This one's got legs: the Ontario Climate Change Solutions Deployment Corporation

On February 17, 2017, the Ontario Ministry of the Environment and Climate Change ("MOECC") took another step toward implementing the goals in the Ontario Climate Change Action Plan ("CCAP"). By filing the Ontario Climate Change Solutions Deployment Corporation regulation (the "regulation"), the MOECC created a new non-share capital corporation to stimulate the development of clean technology and assist with reducing barriers that may inhibit the implementation of the CCAP and its goals.

The corporation, called the Ontario Climate Change Solutions Deployment Corporation ("OCCSDC"), was designed to further the provincial deployment of clean technology for reducing greenhouse gas emissions. It is tasked with meeting this broad purpose by:

- providing information;
- engaging in marketing;
- providing services and arranging for others to be provided with services;
- providing incentives and engaging in financing activities;
- stimulating private sector financing; and
- researching market barriers inhibiting the deployment of clean technology.
- Interestingly, research and development are expressly excluded from the scope of the duties of the OCCSDC.

The regulation places a focus on developing programs that will maximize absolute greenhouse gas reductions and stimulate the use of clean technology by low-income households. Additional programs will be directed at:

- switching from using fossil fuels to other sources of energy;
- energy storage (of various forms);
- renewable energy;
- retrofitting existing structures to reduce or eliminate greenhouse gas emissions;
- stimulating economies of scale in technology;
- stimulating private sector financing; and
- stimulating the construction of buildings that significantly exceed provincial energy efficiency requirements (think net-zero and net-positive construction).

The corporation will be funded in part by the proceeds of Ontario's cap and trade program, which the Ontario Government estimates to be approximately $2 billion per year.

In Transportation, for instance, we see the combination of the CCAP and the OCCSDC:

- creating support to enhance the availability and use of lower-carbon fuel by funding fuel distributors for high-blend sustainable biofuels and infrastructure upgrades;
- supporting the re-use of agricultural and food waste as a source of methane fuel;
- generally increasing the distribution and use of electric vehicles and increasing charging-station infrastructure in the province;
- supporting expanded cycling infrastructure in urban areas and along roadways;
- incentivizing low-carbon commercial vehicle solutions; and
- accelerating the construction of regional light rail systems.

What comes next?

The Board of the OCCSDC is currently being assembled. After this happens, it will take time for programs to be developed and launched. As well, key details on the operation of the new corporation – including reporting obligations, how it will interact with existing and emerging federal and provincial bodies such as the Ontario Energy Board and the emerging federal infrastructure bank – will need to be finalized and revealed. That being said, there is significant pressure on the province to get things underway.

Given the grave, global impact of carbon and other GHG emissions and the very diffuse nature of the GHG problem for Ontario, the OCCSDC and its parent policy, the CCAP, promise to drive gradual and fundamental change and to create substantial economic opportunities across many sectors. As with green banks elsewhere, early renditions are likely to have flaws and there will undoubtedly be missteps. That being said, considering the sums involved and given the experience seen in other jurisdictions, the launch of the OCCSDC will create economic growth and innovation opportunity and, ultimately, should help Ontario meet its GHG objective. This one's, as the saying goes, got legs.

China's Changing Policies on Imported Recyclable

China has taken a number of steps this year to restrict recyclable materials imported into China. These measures will have significant impacts to recycling within the U.S., and the rest of the world.

China is the single largest consumer of recyclable materials exported from the United States. In 2016, approximately 41% of paper recovered in the North Americas was exported with about a quarter of recyclable paper exported to Chinese mills. Similarly, over 20% of post-consumer bottles and 33% of non-bottle rigid plastics from the U.S. were exported in 2015. The European Union exports over 95% of its plastic to China. The US and the EU are the largest exporters of paper grades into China.

In February, as part of China's broader "National Sword" campaign, customs enforcement began a one-year crack down on illegal smuggling of "foreign waste."

On July 18, 2017, China notified the World Trade Organization (WTO) of its intent to ban 24 materials from being imported. These include mixed plastic and mixed paper effective January 1, 2018.

Currently, the Chinese recyclables market represents about 25 percent of U.S. recycled paper exports and anywhere from 20 to 33 percent of recycled plastics, depending the type of plastic. ISRI estimates that this is a $5.6 billion export market for the U.S.

The objective of this import ban and contamination limit was to minimize "foreign garbage" entering the country and to promote new environmental standards. Pursuant to this "ban" import licenses from China have not been renewed. The result has been a drop in commodity prices worldwide, especially in the U.S. because the flow of commodities into China, one of the largest importers of recyclables, has been disrupted.

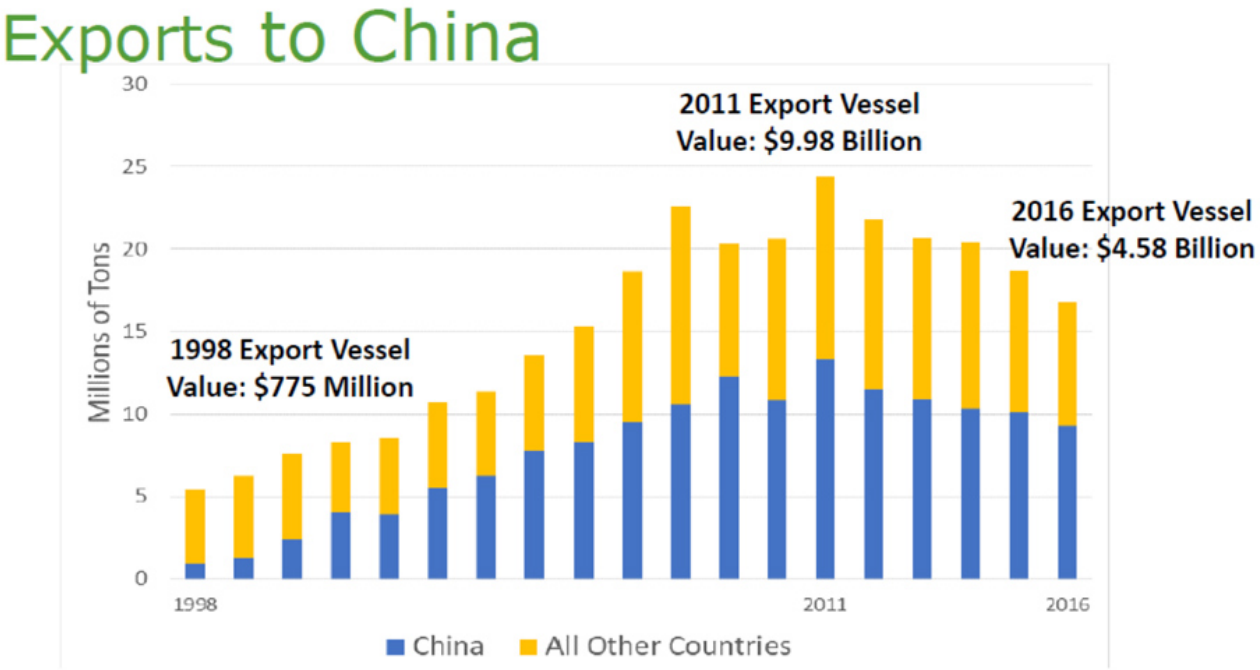


Figure 1

On August 10, 2017, the Chinese announced a new quality standard for material limiting prohibitives to 0.3 percent. This requirement applies to all materials, even those that are not banned (such as ONP or OCC).

The Chinese Government has not issued the necessary import licenses to satisfy the demands of its mills for recycled material. As a result, there has been a reduction of all recyclable tons entering China.

In a series of Nov. 15 filings with the World Trade Organization (WTO), China's Ministry of Environmental Protection (MEP) proposed adopting Environmental Protection Control Standards for Imported Solid Wastes as Raw Materials (GB 16487.2-13) on Dec. 31, 2017 with an "entry into force" on March 1, 2018.

These filings describe a slight relaxation of the previously announced 0.3% carried waste standard for all materials. The new standard for both "waste and scrap of plastics" and "waste and scrap of paper or paperboard" would be 0.5%. All filings list "Protection of human health or safety; Protection of animal or plant life or health; Protection of the environment" as the objective of these proposals.

Depressed commodity prices. Uncertainty in both the short and long-term Chinese export markets is already disrupting the markets for recyclables in some parts of U.S. Due to this uncertainty, we do not know how long or how severe the disruption will be, but we will be monitoring markets closely.

The short-term disruption is caused primarily by a lack of the quotas required by the Chinese Government for Chinese mills to be able import products

Longer term disruptions may be caused by China's new material ban, and their new 0.5% prohibitives standard.

Availability of outlets. If the ban goes into effect, the ability of other markets to absorb all the recyclables will be strained. Some materials may not be able to find an end market.

Regional variations. The impact is expected to vary by region and local markets across the country.

Eventual relaxation of ban. Given the China's reliance on recyclable raw materials, industry experts predict that the ban may not be enforced against high quality materials.

Ensure High Quality Recyclables - High quality material is more likely to find a market. The new 0.5 percent prohibitives limit is far below any existing international standard. However, high quality material will be welcomed by both domestic and international markets.

This is a global and an industry-wide issue, not a local or individual company issue. Our industry will benefit if we work together to develop solutions to volatile recycling market in the near term, and to work together for longer term solutions as necessary.

Property, Plant and Equipment

As of December 31, 2017, the Association owned two facilities totalling approximately 90,000 ft^2 and its associated parcels of real estate property used in its operations. The Association owns its corporate headquarters, which also serves as the Material Recovery Facility in Huron Park, Ontario. The second facility is the Association's main repair shop for the fleet, which is located next door to our Material Recovery Facility.

As of December 31, 2017, the Association utilized approximately 43 waste collection vehicles and other support vehicles, all of which are owned. The majority of our vehicles are highly specialized automated co-collection vehicles to collect waste and recyclables at the same time.

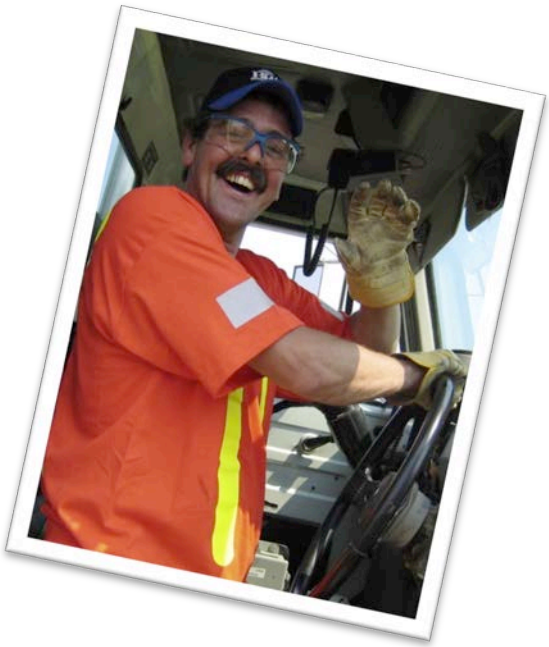
The Association upgraded its Material Recovery Facility in 2009. It was the most advanced facility in the marketplace at the time and it remains so in our service area. It is a unique facility maximizing the use of technology to minimize manual sorting effectively reducing repetitive strain injuries.

The Material Recovery Facility is able to process single stream materials, which enables us to facilitate changes in our collection procedure and technology used to collect materials. The collection conversion began in 2008 with one vehicle. Most of the fleet has been replaced with the most recent type of automated vehicles.

Employees

As of December 31, 2017, the Association employed approximately 81 full-time employees, including 7 persons classified as professionals or managers, 37 employees involved in collection, 29 in the material recovery operations, 6 maintenance staff, and 2 clerical, data processing or other administrative employees.

The Teamsters union with which the Association has a collective bargaining agreement expiring December 1, 2020 represents approximately 72 employees at the Association's operating facilities. The Association typically negotiates a three to four year collective bargaining agreement in the last year of any current agreement. The Association is not aware of any other organizational efforts among its employees and believes that relations with its employees are very good.



Operations

As of December 31, 2017, the Association served approximately 92,000 customers, comprised of 87,000 residential clients and 5,000 commercial clients. The following table sets forth certain information regarding the Association's revenues by category of activity for the last three years.

Bluewater Recycling Association Revenue Summary			
	2017	2016	2015
Residential Collection	$8,908,742	$8,410,314	$8,038,024
Material Sales	2,261,751	1,812,206	1,267,971
Processing & Disposal	428,796	380,719	325,204
Commercial Collection	1,146,486	1,042,058	804,224
Other	38,049	58,379	66,484
TOTAL	**$12,783,824**	**$11,703,676**	**$10,501,907**

Residential Collection Services

The Association's long-term solid waste collection contracts with municipalities typically contain a formula, generally based on a pre-determined published price index, for automatic adjustment to fees to cover increases in some, but not all, operating costs plus a pass-through of any disposal cost increases. Under the terms of each of these agreements, the Association has exclusive rights to provide certain services to the community. Most of these agreements were bid on a competitive basis, and rates for all services are set forth in the agreement.

Fees for recycling collection services are based primarily on a joint cooperative agreement reviewed annually while fees for residential solid waste collection services are based primarily on route density, the frequency and level of service, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged in the Association's markets for similar services.

Processing and Disposal

The Association offers municipal, commercial and industrial customers services for a variety of recyclable materials, including newspaper, mixed paper, cardboard, office paper, plastic containers, glass bottles, and ferrous and aluminum metals. The Association owns and operates a Material Recovery Facility (MRF) in Huron Park, Ontario. The Association believes that recycling will continue to be an important component of local solid waste management plans due to the public's increasing environmental awareness and regulations that mandate or encourage recycling.

The Association disposes of the waste it collects in one of two ways:
• at municipally owned landfills; or
• at privately owned third party landfills.

The Association seeks to secure favourable long-term disposal arrangements with municipalities or private owners of landfills. The Association's ability to maintain competitive prices for its commercial waste collection services is generally dependent upon its ability to secure favourable disposal pricing.

Commercial Collection

The Association's commercial collection services are performed principally under service agreements. Fees are determined by a variety of factors, including collection frequency, level of service, route density, the type, volume and weight of the waste collected, type of equipment and containers furnished, the distance to the disposal or processing facility, the cost of disposal or processing and prices charged by competitors for similar services. Commercial collection vehicles normally require one operator. The Association provides 2 to 40 cubic yard containers to commercial customers. This area, while secondary to the Association's mandate, remains the fastest growing segment of our business because of the lack of serious competition in the immediate area.

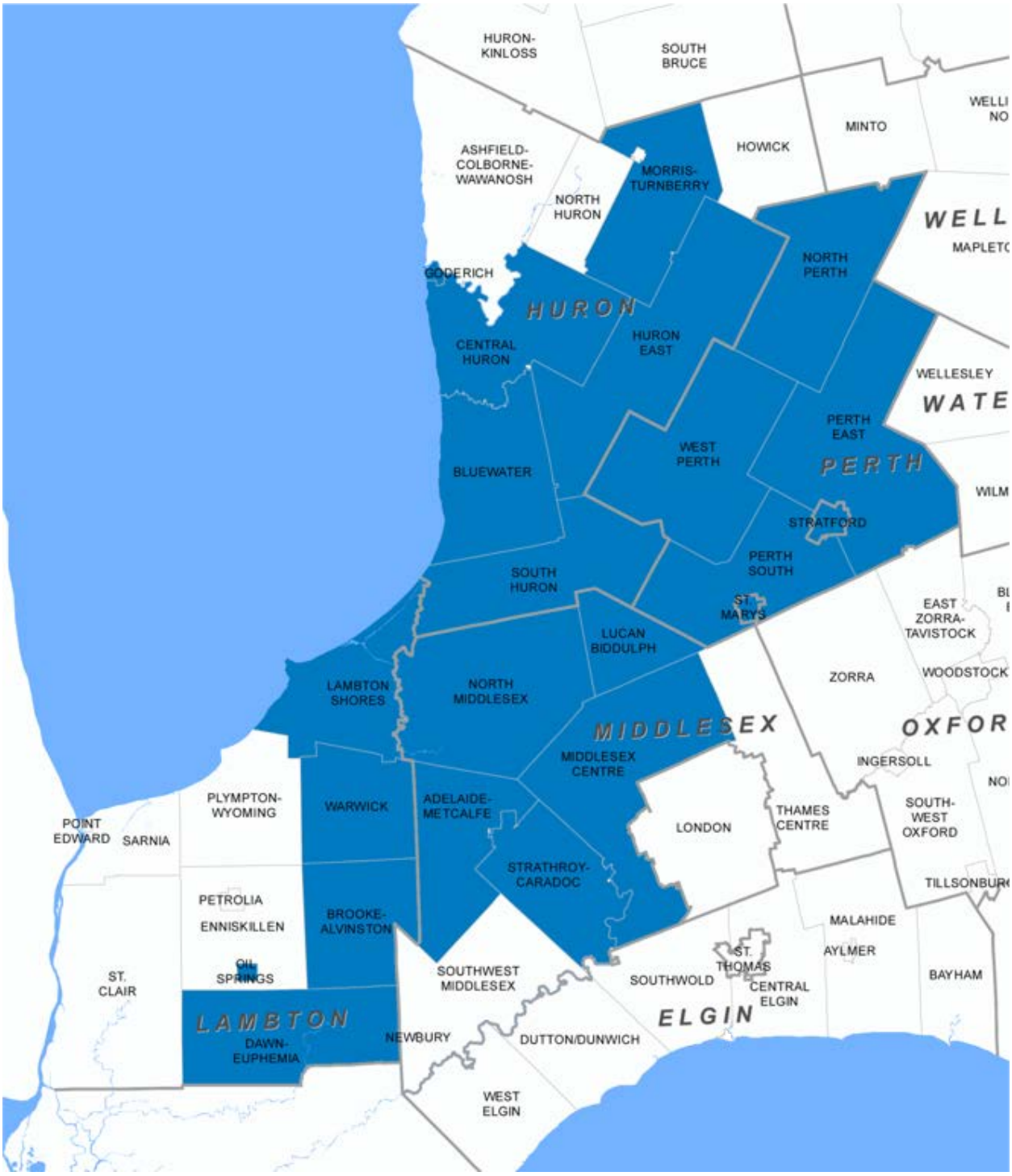
Commodity Sales

The Association sells all materials recovered through its operation of the Material Recovery Facility in Huron Park. The sale of those materials is subject to fluctuations in market prices affected by current global events and by the volume of materials that flows through the facility from our own collection operations and that of other collectors. The market prices during 2017 averaged $156 per tonne, which was higher than the previous year at $125 per tonne as a result of a rise in demand globally.

Sales and Marketing

The Association has a diverse customer base, with no single contract or customer accounting for more than 10% of revenues during the year ended December 31, 2017.

Service Area



Management’s Responsibility for Financial Reporting

Management and the Board of Directors are responsible for the financial statements and all other information presented in this annual report in accordance with the Financial Administration Act and Regulations. The financial statements have been prepared by management in accordance with generally accepted accounting principles and, where appropriate, include amounts based on management's estimates and judgment.

Management has developed and maintains books of account, records, financial and management control, and information systems and management practices. These are designed to provide reasonable assurance as to the reliability of financial information, with the Financial Administration Act and Regulations as well as the by-laws of the Corporation.

The Board of Directors ensures that management fulfills its responsibilities for financial reporting and internal control. The Board of Directors meets monthly to oversee the financial activities of the Corporation, and to review the financial statements and the auditors' annual report.

The Corporation's external auditors, Pinder, Taylor, McNeilly, Godkin Licensed Public Accountants examine the financial statements and report to the membership.

Auditor's Report

To the Members of the Bluewater Recycling Association

We have audited the accompanying financial statements of Bluewater Recycling Association which comprise the statement of financial position as at December 31, 2017 and the statements of fund operations and changes in fund balances and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian generally accepted accounting principles, and for such internal controls as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, these financial statements present fairly, in all material respects, the financial position of Bluewater Recycling Association as at December 31, 2016 and the results of its operations and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles.

March 16, 2018
Exeter, Ontario

PTMG LLP
Licensed Public Accountants

Statement of Financial Position

Year ended December 31	Operating Fund	Capital Asset Fund	Capital Reserve Fund	Total 2017	Total 2016
ASSETS					
Current Assets					
Cash	$ 1,326,474	$ 122,673	$ -	$ 1,449,147	$ 740,739
Accounts Receivable	1,251,057	-	-	1,251,057	1,539,748
Grants receivable	-	-	-	-	-
Inventory (Note 2)	158,980	-	-	158,980	132,336
Prepaid expenses & deposits	124,683	-	-	124,683	121,516
	2,861,194	*122,673*	*-*	*2,983,867*	*2,534,339*
Capital Assets (Note 3)	-	11,706,870	-	11,706,870	10,951,476
	$ 2,861,194	**$ 11,829,543**	**$ -**	**$ 14,690,737**	**$ 13,485,815**
LIABILITIES					
Current Liabilities					
Accounts Payable and accrued charges (Note 4)	$ 920,017	$ -	$ -	$ 920,017	$ 710,821
Interfund loans (advances)	1,941,177	-	(1,941,177)	-	-
Current portion of long term debt (Note 5)	-	4,763,729	-	4,763,729	4,603,351
	2,861,194	*4,763,729*	*(1,941,177)*	*5,683,746*	*5,314,172*
Long Term Debt (Note 5)	-	*1,112,623*	-	*1,112,623*	*836,178*
	2,861,194	*5,876,352*	*(1,941,177)*	*6,796,369*	*6,150,350*
Commitments (Note 6)					
FUND BALANCES					
Invested in capital assets	$ -	$ 5,953,191	$ -	$ 5,953,191	$ 5,634,434
Internally restricted	-	-	1,941,177	1,941,177	1,701,031
	-	*5,953,191*	*1,941,177*	*7,894,368*	*7,335,465*
	$ 2,861,194	**$ 11,829,543**	**$ -**	**$ 14,690,737**	**$ 13,485,815**

On Behalf of the Board: Chairman President

See accompanying notes to the financial statements.

Statement of Fund Operations and Changes in Fund Balances

	Operating Fund		Restricted Funds			
			Capital Asset	Capital Reserve	Total	Total
Year ended December 31	2017	2016	2017	2017	2017	2016
Revenue						
Municipal levies	$ 6,676,933	$ 6,600,290	$ -	$ -	$ -	$ -
Recyclable products	2,261,751	1,812,206	-	-	-	-
Operating grants	2,231,810	1,810,024	-	-	-	-
Front End	1,146,486	1,042,058	-	-	-	-
Other Income	454,671	424,491	-	-	-	-
Composters and collection supplies	12,173	14,607	-	-	-	-
	12,783,824	*11,703,676*	-	-	-	-
Expenses						
Cost of Sales - Recyclables & Freight	260,424	137,866	-	-	-	-
Composters and Collection Supplies	13,335	17,230	-	-	-	-
Disposal Fees	1,216,289	1,133,451	-	-	-	-
Administrative Expenses (Schedule)	827,635	843,123	-	-	-	-
Collection Expenses (Schedule)	5,127,169	4,772,949	-	-	-	-
Processing Expenses (Schedule)	2,231,095	1,792,850	-	-	-	-
Interest on long term debt	-	-	190,861	-	190,861	191,230
Amortization of capital assets	-	-	2,279,486	-	2,279,486	2,206,617
Loss (Gain) on disposal of capital assets	-	-	78,627	-	78,627	(6,410)
	9,675,947	*8,697,469*	*2,548,974*	-	*2,548,974*	*2,391,437*
Excess (Deficiency) of Revenue Over Expenses	*3,107,877*	*3,006,207*	*(2,548,974)*	-	*(2,548,974)*	*(2,391,437)*
Fund Balance, Beginning of Year	-	-	5,634,434	1,701,031	7,335,465	6,720,695
Interfund transfers	(3,107,877)	(3,006,207)	2,867,731	240,146	3,107,877	3,006,207
Fund Balance, End of Year	**$ -**	**$ -**	**$ 5,953,191**	**$ 1,941,177**	**$ 7,894,368**	**$ 7,335,465**

See accompanying notes to the financial statements

Statement of Cash Flow

Year ended December 31	2017	2016
Cash Provided by (Used in)		
Operations		
Excess (Deficiency) of revenue over expenses		
Operating Fund	$ 3,107,877	$ 3,006,207
Capital Asset Fund	(2,548,974)	(2,391,437)
	558,903	614,770
Items not involving a cash payment		
Amortization	2,279,486	2,206,617
Loss (Gain) on disposal of capital assets	78,627	(6,410)
	2,917,016	2,814,977
Changes in non-cash working capital items:		
Decrease (Increase) in accounts receivable	288,691	(712,269)
Increase in inventory and prepaid expenses	(29,811)	(2,726)
Increase in accounts payable and accrued charges	209,194	120,323
	3,385,090	*2,220,305*
Financing		
Additional long term debt	2,559,671	2,362,781
Repayment of long term debt	(2,122,846)	(2,247,152)
	436,825	*115,629*
Investing		
Purchase of capital assets (Note 3)	(3,212,538)	(2,054,141)
Proceeds on disposal of capital assets	99,031	6,410
	(3,113,507)	*(2,047,731)*
Net Increase (Decrease) in cash	708,408	288,203
Cash, Beginning of Year	740,739	452,536
Cash, End of Year	**$ 1,449,147**	**$ 740,739**

See accompanying notes to the financial statements

Notes to the Financial Statements (December 31, 2017)

Purpose Of The Organization

The Bluewater Recycling Association is a multi-municipal resource management organization providing integrated waste reduction and environmental services including the collection, processing and marketing of resource based products and services.

The corporation is a non-profit organization incorporated without share capital under the Laws of Ontario and is exempt from income taxes.

Accounting Estimates

Financial statements are based on representations that often require estimates to be made in anticipation of future transactions and events and include measurements that may, by their nature, be approximations.

Fund Accounting

The organization follows the restricted fund method of accounting for contributions.

The Operating Fund accounts for the organization's program delivery and administrative costs. This fund reports unrestricted resources and restricted operating grants.

The Capital Asset Fund reports the assets, liabilities, revenues and expenses related to the organization's capital assets.

The Capital Reserve Fund reports the assets, liabilities, revenues and expenses related to the organization's capital asset replacements. The annual Operating Fund surplus or deficit is transferred to this fund. Amounts are transferred from this fund to the Capital Asset Fund as funds are required to purchase capital assets.

Revenue Recognition

Restricted contributions related to general operations are recognized as revenue of the Operating Fund in the year in which the related expenses are incurred. All other restricted contributions are recognized as revenue during the course of the year as the budgeted amounts are invoiced. Revenue from recyclable products is recognized when the commodities are shipped. Revenue from services is recognized as the related services are performed.

Inventory

Inventory is comprised of recyclable materials and collection supplies. Recyclable materials are stated at their net realizable value. Collection supplies are stated at the lower of cost and replacement value. Cost is determined on a first in, first out basis.

1. Summary Of Significant Accounting Policies

Capital Assets and Amortization:

Capital assets are capitalized for financial statement purposes in the year of acquisition. The cost of repairs and maintenance of a routine nature are charged to operations while those expenditures that improve or extend the useful life of the assets are capitalized.

The corporation provides for amortization on its capital assets using the straight-line method at rates set out below, based upon management's estimates of the useful life of the respective assets.

Buildings	5%
Collection Supplies	10% - 20%
Office furniture and equipment	10% - 30%
Processing machinery and equipment	10% and 20%
Automotive equipment	10% and 30%

Foreign Currency Transactions

Transactions which are completed in United States dollars are translated into Canadian dollars by the use of the exchange rate in effect the day of the transaction. At the balance sheet date, monetary items denominated in foreign currency are adjusted to reflect the exchange rate in effect at that date.

2. Inventory

	2017	2016
Recyclable Inventory	$ 59,427	$ 49,335
Collection Supplies	99,553	83,001
	$ 158,980	**$ 132,336**

3. Capital Assets

	2017			2016
Capital assets are classified as follows:	Cost	Accumulated Depreciation	Net Book Value	Net Book Value
Land	$ 124,830	$ -	$ 124,830	$ 124,830
Buildings	2,195,868	1,119,064	1,076,804	1,109,632
Collection Supplies	6,264,713	3,156,719	3,107,994	2,720,213
Office Furniture and Equipment	208,768	188,192	20,576	34,798
Processing machinery and Equipment	6,499,707	4,244,736	2,254,971	1,543,818
Automotive Equipment	13,433,513	8,311,818	5,121,695	5,418,185
	$ 28,727,399	**$ 17,020,529**	**$ 11,706,870**	**$ 10,951,476**

Purchase of capital assets:	2017	2016
Land and Buildings	$ 66,614	$ 104,306
Collection supplies	964,171	607,744
Office furniture and equipment	6,803	3,822
Processing machinery and equipment	1,273,743	38,841
Automotive equipment	901,207	1,299,428
	$ 3,212,538	**$ 2,054,141**

4. Accounts Payable

	2017	2016
Accounts Payable	$ 870,087	$ 667,038
Government remittances payable	49,930	43,783
	$ 920,017	**$ 710,821**

5. Long Term Debt

The following table outlines outstanding bank term and equipment loan repayable in monthly installments consisting of the outlined principal plus monthly interest, and are secured by vehicles and a general security agreement or the equipment only.

Rate	Instalments	Due Date	2017	2016
Prime	$ 9,565	July 2027	$ 1,090,435	
3.99%	14,403	April 2022	686,720	
Prime	9,621	May 2022	509,907	
Prime	4,167	August 2026	433,333	$ 483,334
Prime	10,250	July 2020	307,500	430,500
5.05%	11,608	April 2020	306,050	426,543
Prime	7,250	May 2021	297,250	384,250
Prime	6,833	February 2021	259,667	341,667
Prime	10,364	September 2019	238,375	362,745
Prime	5,833	February 2021	221,667	291,667
5.09%	8,590	March 2020	218,819	308,321
Prime	4,166	November 2021	195,833	245,834
Prime	3,916	November 2021	184,083	231,084
Prime	9,750	June 2019	165,750	282,750
Prime	8,667	July 2019	164,667	268,667
Prime	5,833	February 2020	151,667	221,667
3.98%	2,835	August 2021	115,871	144,651
4.25%	11,657	October 2018	114,327	246,289
4.25%	8,261	October 2018	81,081	174,595
Prime	4,833	January 2019	62,833	120,833
Prime	883	September 2020	28,267	38,867
Prime	750	October 2020	26,250	34,500
Prime	1,000	May 2019	16,000	28,000
Prime	9,167	December 2017	-	100,833
5.50%	11,253	June 2017	-	66,448
5.50%	11,253	June 2017	-	66,448
5.50%	10,514	June 2017	-	62,087
Prime	7,500	August 2017	-	52,500
6.02%	12,971	February 2017	-	24,449
			5,876,352	*5,439,529*
Less amounts due within one year			4,763,729	4,603,351
			$ 1,112,623	**$ 836,178**

Long term debt repayments due over the next five years are as follows:

2018	$ 4,763,729
2019	417,610
2020	264,531
2021	189,264
2022	57,135
2023	184,083
	$ 5,876,352

The bank terms loans are secured by a general security agreement covering all of the association's assets, chattel mortgages over equipment financed and a first charge collateral mortgage of $1,000,000 on real estate. The Association has an authorized operating loan line bearing interest at the bank's prime rate with a credit limit of $200,000 and an approved capital expenditure credit facility for equipment purchases of up to $4,500,000 of which $2,418,566 has not been used at December 31, 2017.

6. Commitments

Prior to December 31, 2017, the Association entered into an agreement to purchase two fleet trucks with the balance of $780,000 payable upon delivery in 2018, The Association has arranged financing with its existing lenders for this purchase.

7. Pension Agreements

The Association participates in the Ontario Municipal Employees Retirement System (OMERS), which is a multi-employer plan, on behalf of its employees. The plan is a contributory defined benefit plan, which specifies the amount of the retirement benefit to be received by employees based on length of service and rates of pay.

The amount contributed to OMERS for 2017 was $289,246 (2016 - $286,306) for current service. These payments are included as expenditure in the financial statements. OMERS sets the pension contribution rate annually to ensure that the plan remains fully funded. The pension contribution rate for 2017 was 9.0% of regular wages.

8. Financial Instruments

The company has interest rate risk due to having bank loans subject to floating interest rates and is exposed to fluctuations based on the bank's prime rate of interest. It is management's opinion that the Association is not exposed to significant currency or credit risks.

2017 Management

Board of Directors

Chairman Todd Case, *Warwick*

Vice-Chairman Brad Richards, *Strathroy Caradoc*

Huron

Marnie Hill, *Bluewater*

Tom Tomes, *South Huron*

Lambton

Jason Meyer, *Dawn-Euphemia*

Todd Case, *Warwick*

Middlesex

Andy Van Geel, *Lucan Biddulph*

Brad Richards, *Strathroy Caradoc*

Perth

Ken Buchanan, *North Perth*

Jim Craigmile, *St. Marys*

Management

President Francis Veilleux, *since inception*

Controller Michelle Courtney, *since December 2016*

Fleet Manager Doug Tilford, *since September 2001*

Operations Manager Terry Erb, *since February 2001*

Membership

Huron County

Municipality of Bluewater
Municipality of Central Huron
Municipality of Huron East
Municipality of South Huron
Town of Goderich
Township of Morris-Turnberry (Associate)

Lambton County

Municipality of Lambton Shores
Township of Brooke Alvinston
Township of Dawn/Euphemia
Township of Warwick
Village of Oil Springs

Middlesex County

Municipality of Middlesex Centre
Municipality of North Middlesex
Township of Adelaide Metcalfe
Township of Lucan-Biddulph
Township of Strathroy-Caradoc

Perth County

City of Stratford (Associate)
Municipality of North Perth
Municipality of West Perth
Town of St. Marys
Township of Perth East (Associate)
Township of Perth South

The Association also services other communities under contracts and/or through subcontractors. Associate Members have no voting rights.

Corporate Directory

Head Office

Bluewater Recycling Association
P.O. Box 547
415 Canada Avenue
Huron Park ON N0M 1Y0

Solicitors

McKenzie Lake
Barristers & Solicitors
140 Fullarton Street, Suite 1800
London ON N6A 5P2

Auditors

PTMG LLP
Chartered Accountants
71 Main Street, North
Exeter ON N0M 1S3

Financial Institution

Bank of Montreal
400 Main Street
Exeter ON N0M 1S3

PO Box 475
Brussels, ON NOG 1HO

Municipality of South Huron
PO Box 759
Exeter, ON N0M 1S6

Friday, April 27, 2018

Dear Mayor Cole and Council,

I am writing to request that you officially proclaim May 7-13, 2018 as Nursing Week.

Each year, during the week of Florence Nightingale's birthday, Nursing Week is celebrated in recognition of the province's 106,193 registered nurses, 3,368 nurse practitioners and 52,465 registered practical nurses who contribute to the community by providing care 24/7.

It is also an opportunity to celebrate the ways in which nurses contribute to high-quality health care. It is especially important that we recognize and celebrate the value of nurses who take a leadership role in our communities and Canada's cherished national public healthcare system.

I hope you will join in giving official recognition to the many nurses who work in our hospitals, public health units, the community, homes for the aged, nursing homes and industry here in our communities.

Please contact me if you require additional information — 519-887-9799.

Kind regards,

John Lowe, RN

From: Bill Russell <brussell@hay.net>
Date: April 5, 2018 at 11:37:54 AM EDT
To: <w.deluca@southhuron.ca>
Subject: historical fence

Hi there,

We e-mailed Bob Heywood as we knew at one time he was part of the Heritage committee & he suggested we contact you. Have you been out #83 West lately? Maybe you already know being on Council & representative on the Heritage Advisory Committee. Or maybe this issue isn't something this Heritage committee deals with but we believe is heritage related. Or is there a community cemetery advisory committee we could contact?

My husband Bill & I both are FUMIN'!!! Bill found out on Good Friday our cemetery fence is definitely HISTORY!! 800 feet of history gone! Apparently it came up on the train at the turn of the century, so is 100+ years old. It was taken to the scrap yard near Crediton, cut up for scrap. We saw it taken down and lying on the ground for a couple of days. We *assumed,* as many others we spoke with, it was going to be taken to be repaired, sandblasted, painted then put back up. Not!! A neighbour inquired about it, to buy it if it was for sale, when he saw it laying on the ground but they didn't call him back. He just couldn't see history destroyed so when it disappeared he ended up tracing it to the local scrapyard then buying it back from them! Sadly it was chopped up for easier handling.

According to him, it will NOT be replaced as too expensive...REALLY!! Apparently someone complained about the fence, whether it was an appearance or a safety issue. So 1 person has that much influence?? Yes, it was needing painting & some repair from vehicle damage & along the bottom. They say it will be soooo much easier/quicker for grass cutting now....so a cost cutting reason? Now they'll spend more time getting off the lawnmowers to pick up all the garbage that now will be blown around all over the cemetery, instead of being caught in the fence. Or is it for uniformity with the cemetery expansion across the road? Are they going to leave the *ugly* chain link fence along Airport Line? That is what should've been complained about & removed.

Who will be responsible for repairs of the monuments when vehicles careen off the road hitting them knocking them over, esp. those older ones? That yearly increase they want for plots is

supposed to be used for ongoing maintenance... will they repair them if damaged? Up to insurance? Families responsibility? Just like the trees, now left unprotected from vehicle damage, that fence added character & uniqueness for which this cemetery is known. Now it looks so bare & open. Volunteers or community groups maybe could've rallied around to paint it, fundraise to save it? ...if folks were aware. Maybe pieces of it could've been sold to residents as part of history & raised more funds than scrap prices for a maintenance friendly replacement. Now what about the lovely stone pillars & gorgeous intricate gates that are left there for now? Are they going to used for decor around town...or be stolen for someone's backyard decor?

We're not the only ones upset over that decision. No, we're not South Huron residents now, but have paid to be residents of this cemetery, & live a 'stones throw' from the cemetery & boundary. We pass this cemetery & fence regularly as we are neighbours with our family farm been in this area longer than that fence. We visit regularly as we have parents, many family, friends residing there even one of the earliest monuments represent our family. So we've watched the maintenance decline over the years since the last full time caretaker, with its once beautiful now failing chapel/mausoleum, eventhough the cost to reside there increases yearly.

The South Huron staff responsible for cemetery has not been known to be receptive to suggestions or comments of any kind from the public in the past & appears to have no accountability. The community should've been informed before such a destructive decision made, or if it was it was not well publicized. Someone should take responsibility for it. We realize now we should've taken the time to inquire when the fence was laying awaiting pickup. If we were on Facebook, we would've then posted this all over. Sadly, we know it's too late to make a difference now that this history has been removed.

Extremely disappointed,

Linda & Bill Russell

Airport Line, RR 1 Exeter

519-237-3445

RECEIVED Apr 19.18

Marilyn Riley
54 Redford Dr.
Exeter, ON N0M1S3

April 11, 2018

Mayor Maureen Cole
322 Main St.
Exeter, ON N0S 1S6

Dear Mayor Cole

RE: Riverview Estates/Meadows Revitalization Project
20 Kalisch Drive, Exeter, ON, N0M 1S3

I am writing to you representing the residents of Riverview Estates/Meadows, an Adult Lifestyle Community in Exeter. We are planning to apply for a New Horizons Grant to replace existing flooring in our clubhouse and possibly update some furniture as well.

We are asking for a letter of support from your office to attach to our grant application.

We offer a wide range of activities, primarily for seniors from Exeter and the surrounding communities, i.e. Hensall, Zurich, Seaforth, St Joseph, Dashwood, and Crediton. Here is a partial list.

- Monday: card games (e.g. euchre, pepper, solo) in the afternoon, pool in the evening
- Tuesday: crafts and pool in the afternoon, card games in the evening
- Wednesday: Ladies coffee hour in the morning, crokinole and card games in afternoon, music and dancing in the evening
- Thursday: exercise class in the morning, shuffleboard in the afternoon, TOPS meeting in the evening
- Friday: euchre in the evening and once a month a Bridge club meets
- Foot care is done every two weeks
- Once a month special events include pot luck dinners, catered dinners, or card parties
- In May, we will be hosting the Solo Tournament for OSGA District 29 – Huron/Perth/Middlesex

Whatever your decision, please accept my sincere thanks for your time and consideration of this request.

Sincerely,

Marilyn Riley

Marilyn \Riley

Mailed — 121 - MP's
April 10/18 22 - Senator

The Corporation of the
TOWNSHIP OF BALDWIN
P.O. Box 7095, 11 Spooner Street
MCKERROW, ONTARIO
P0P 1M0

TEL: (705) 869-0225 FAX: (705) 869-5049

April 9th 2018

Dear Members of Parliament, House of Commons,

In our absence from being able to speak in person on this matter of Bill C-71, I request that our esteemed colleagues from the Canadian Shooting Sports Association (CSSA) be allowed to speak on our behalf. These folks are well versed in the existing firearms legislation and licensing requirements in Canada and can easily explain to non-firearm's owners current legislation already in place and the rigorous criteria needed to obtain a Firearms License or PAL that is required before any person can purchase any firearm or any ammunition.

We have listened to both sides of the debate concerning bill C-71 and have also done extensive reading on the matter, reviewed the flawed statistics charts that single out the lowest year of crime in 40 years and use it as a base point for increase or decrease. Its unfortunate that the Federal Government and News Media do not realize what's contained in the currant legislation that is already in place and has been since the mid 1990's. Rather than create new legislation, why not spend the time and money in enforcing the laws that are on the books today that never really seems to matter as a deterrent to the criminal and gang element?

The RCMP daily checks all Firearms License holders (Commonly called Firearms License or PAL) in Canada for any wrong doing and that is more than sufficient without putting additional or duplicate checks in place.

Simply enforce the laws that are in place now without putting new ones in place.

We have heard numerous times that a Police Officer needs to know what firearms he may be facing each time he comes to a residence. That statement, if applied, creates a very false sense of security because if the answer came back and said "no firearms" and he/she proceeds with that thought in mind, and it just happens to be a criminal with illegal firearms, then what happens? However, the Police know better than that and always proceed with caution to any domestic dispute but the Media like to glamourize it as a selling point for any proposed new gun legislation.

The Conservation Officers (CO'S) in this province during a single hunting season encounter more law-abiding people with firearms than most police officers would in their entire career. Many of these encounters are often in very remote locations with no cell service. There are no issues with their checks due to the fact that the majority of all firearms owners are very responsible citizens. For those folks that are unsure of a "Conservation Officer's" duty, they are officers that work for the MNRF enforcing all the hunting and fishing laws in all parts of the province.

Much of our country was founded and built with the use of firearms first in the fur trade and then in the rebellions/uprisings in the 1700's and 1800's and then the wars.

Many Canadian families have a long list of service in the military in WW 1 and WW2 and Foreign Wars with many being left overseas at very young ages. These folks fought for some of the rights and the privileges that we have today.

Trapping has been and still is a way of life for generations in many families.

For many Ontarian's firearms are a part of their lifestyle and culture and heritage especially those living in the north and even to some extent those in the GTA.

I'm asking that you make a wise move and cancel Bill C-71 and simply enforce the legislation that is in place.

Thanks very much,

Sincerely.

Mayor Vern Gorham,
Township of Baldwin.

THE CORPORATION OF THE TOWNSHIP OF BALDWIN

MOVED BY: David Fairbairn **DATE:** April 9th, 2018

SECONDED BY: B. McDowell **MOTION NO.:** 18-39

NOW THEREFORE BE IT RESOLVED THAT: The Township of Baldwin send the attached explanatory letter to all Municipalities in Ontario for their support via e-mail as well as by Canada Post to all MP'S and Senators that represent our Province of Ontario.
We don't need bill C-71 and it should be quashed without further ado.

Carried ✓ Defeated _____ Mayor _____

RECORDED VOTE	FOR	AGAINST
Vern Gorham	✓	
David Fairbairn	✓	
Texas MacDonald	✓	
Ray Maltais	✓	
Bert McDowell	✓	

Legislative & Planning Services
Department
Office of the Regional Clerk
1151 Bronte Road
Oakville ON L6M 3L1

VIA EMAIL

April 11, 2018

Federation of Canadian Municipalities, Brock Carlton
Association of Municipalities of Ontario, Pat Vanini
Large Urban Municipal Caucus of Ontario (LUMCO), Mayor Jeffrey
Mayors and Regional Chairs Caucus of Ontario (MARCO), Ken Seiling
Rural Ontario Municipal Association (ROMA), Mayor Ronald Holman
Northwestern Ontario Municipal Association (NOMA), Mayor Wendy Landry
Federation of Northern Ontario Municipalities (FNOM), Mayor Alan Spacek
Conservation Authority of Ontario, Richard Hibma
all Ontario municipalities

Please be advised that at its meeting held Wednesday, March 28, 2018, the Council of the Regional Municipality of Halton adopted the following resolution:

RESOLUTION: Seeking Support on the Court Application Involving the CN Truck-Rail Development in the Town of Milton

WHEREAS under the Municipal Act, Ontario municipalities have the authority and responsibility to advance and protect the “economic, social and environmental well-being of the municipality” and the “health, safety and well-being of persons”;

WHEREAS the Provincial Government has designated Ontario municipalities to have responsibility to establish official plans that meet or exceed provincial standards for managing and directing physical change and effects on the social, economic, built and natural environment;

WHEREAS Halton Region and its area municipalities (“Halton Municipalities”), in partnership with Conservation Halton, have carried out multi-year, multi-phase planning processes to update their applicable official plans to address all relevant provincial plans and policy and foster healthy communities;

WHEREAS the most recent Halton Region official plan process engaged railways, including CN Rail, and was amended to accommodate stated railway plans for rail-supported development;

WHEREAS contrary to its own stated plans, CN Rail has declared its intention to proceed with a new stand-alone, truck-rail development in the Town of Milton that would operate 7 days a week, 24 hours a day and add at least 1,600 truck trips a day on regional roads located in close proximity to existing and planned residential communities;

WHEREAS CN Rail has declared that Ontario and the Halton Municipalities have no regulatory role whatsoever with respect to the truck-rail development;

WHEREAS the Halton Municipalities, Conservation Halton, and Halton residents have concerns about the impacts of CN's proposed development on traffic congestion, community growth, health and safety, and the local environment;

WHEREAS the Halton Municipalities and Conservation Halton recognize that railways are a matter of federal jurisdiction, but assert that truck-rail developments have non-rail aspects that engage multiple areas of provincial and municipal government regulatory responsibility;

WHEREAS CN's truck-rail development engages numerous provincial and municipal by-laws, policies and plans that govern growth in the Halton Municipalities, including but not limited to, policies in Ontario's Growth Plan, Greenbelt Plan, the Provincial Policy Statement, and the provincially approved Official Plan for Halton Region and the Town of Milton;

WHEREAS CN's position that its proposed truck-rail development falls exclusively under federal jurisdiction, if upheld, would create a regulatory gap that would prevent the Province of Ontario, the Halton Municipalities and Conservation Halton from discharging their statutory responsibilities, and leave CN Rail, a for-profit company, to self-regulate on matters that engage provincial and municipal responsibilities;

WHEREAS the Halton Municipalities and Conservation Halton have commenced a Court Application (the "Application") to confirm their legitimate regulatory role in respect of the proposed CN development; and

WHEREAS irrespective of the merits of CN's proposed development, CN's interpretation of jurisdiction over this development, if upheld, would be detrimental to all provinces and municipalities that contain existing or proposed developments that engage matters of federal, provincial and municipal regulatory interest.

NOW THEREFORE BE IT RESOLVED:

1. THAT Regional Council endorse the principles that:

    a. there must be a cooperative approach to all developments that engage federal, provincial and municipal regulatory matters.

b. the existence of federal regulation over a development does not preclude and may require provincial and municipal regulation of the proposed development to avoid regulatory gaps.

2. THAT Halton Region calls on the Government of Ontario to join the Court Application of the Halton Municipalities.

3. THAT a copy of this resolution be forwarded to the Honourable Kathleen Wynne, Premier of Ontario; the Honourable Bill Mauro, Minister of Municipal Affairs; the Honourable Yasir Naqvi, Attorney General of Ontario; Halton's Members of Parliament (MPs), Members of Provincial Parliament(MPPs), and Leaders of the Opposition Parties.

4. THAT a copy of the attached resolution be forwarded to the Federation of Canadian Municipalities (FCM), the Association of Municipalities of Ontario (AMO), the Large Urban Municipal Caucus of Ontario (LUMCO), the Mayors and Regional Chairs Caucus of Ontario (MARCO), the Rural Ontario Municipal Association (ROMA), the Northwestern Ontario Municipal Association (NOMA), Federation of Northern Ontario Municipalities (FNOM), the Conservation Authority of Ontario, and to all Ontario municipalities for their endorsement.

As per the above resolution, please accept this correspondence and attached resolution for your information and consideration.

If you have any questions please contact me at extension 7110 or the e-mail address below.

Sincerely,

Graham Milne
Regional Clerk
graham.milne@halton.ca

MUNICIPALITÉ · EAST FERRIS · MUNICIPALITY

390 HIGHWAY 94, CORBEIL, ONTARIO P0H 1K0
TEL.: (705) 752-2740 FAX.: (705) 752-2452
Email: municipality@eastferris.ca

REGULAR COUNCIL MEETING
HELD
April 24th, 2018

No. 2018-146

Moved by Councillor Rochefort Seconded by Councillor Kelly

WHEREAS alarming amounts of wolf sightings have been discovered in the Municipality of East Ferris;

AND WHEREAS there has been an abundance of deer killed in the area by predators;

AND WHEREAS the Anglers and Hunters have reported they are seeing a large amount of wolves on the trap lines where they are prohibited to trap;

AND FURTHER that the Anglers and Hunters are advising that the wildlife animals such as the deer, the beavers, the rabbits and the partridges will diminish if the government of the day keep the trappers from this area, and that our wildlife will in the north of Algonquin Park have major impact;

BE IT HEREBY RESOLVED that this resolution be forwarded to Nathalie Des Rosiers, Minister of Natural Resources and Forestry; Nipissing Temiskaming MP, Anthony Rota; MPP, Vic Fedeli; FONOM, AMO, surrounding area municipalities; Nosbonsing Anglers and Hunters and the Ontario Federation of Anglers and Hunters.

Carried Mayor Vrebosch

CERTIFIED to be a true copy of
Resolution No. 2018- 146 passed by the
Council of the Municipality of East Ferris
on the 24h day of April, 2018.

Monica L. Hawkins, AMCT
Clerk

Ontario

Ministry of Agriculture, Food and Rural Affairs

By-law for Municipalities Not Within a Regional Municipality, the County of Oxford or The District Municipality of Muskoka – Form 5

Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 26-2018

A by-law to provide for a drainage works in the Municipality of South Huron in the County of Huron.

Whereas the council of the Municipality of South Huron has procured a report under section 78 of the *Drainage Act* for the improvement of the Allen Municipal Drain drain;

And whereas the report dated 2018/02/20 has been authored by W. J. Dietrich P. Eng. and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is $82,900.00 ;

And whereas $82,900.00 is the amount to be contributed by the Municipality of South Huron for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.)*;

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Municipality of South Huron pursuant to the *Drainage Act* enacts as follows:

1. AUTHORIZATION

The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. BORROWING

The Corporation of the Municipality of South Huron may borrow on the credit of the Corporation the amount of $82,900.00 being the amount necessary for the improvement of the drainage works.

This project will NOT be debentured .

 © Queen's Printer for Ontario, 2015

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the

" Allen Municipal Drain 2018 by-law".

First reading 2018/03/19

Second reading 2018/03/19

Provisionally adopted this 19 day of March , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	Maureen Cole

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	RMCollison

Third reading _____

Enacted this _____ day of _____ , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

I, Rebekah Msuya-Collison

clerk of the Corporation of the Municipality of South Huron,

certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

Ontario

Ministry of Agriculture, Food and Rural Affairs

By-law for Municipalities Not Within a Regional Municipality, the County of Oxford or The District Municipality of Muskoka – Form 5

Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 27-2018

A by-law to provide for a drainage works in the Municipality of South Huron in the County of Huron.

Whereas the council of the Municipality of South Huron has procured a report under section 4 and 78 of the *Drainage Act* for the construction and improvement of the Ford-Neeb Municipal Drain drain;

And whereas the report dated 2018/02/20 has been authored by W. J. Dietrich P. Eng. and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is $146,100.00 ;

And whereas $146,100.00 is the amount to be contributed by the Municipality of South Huron for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.)*;

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Municipality of South Huron pursuant to the *Drainage Act* enacts as follows:

1. **AUTHORIZATION**

   The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. **BORROWING**

   The Corporation of the Municipality of South Huron may borrow on the credit of the Corporation the amount of $146,100.00 being the amount necessary for the construction and improvement of the drainage works.

   This project will NOT be debentured .

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6. CITATION

This by-law comes into force on the passing thereof and may be cited as the

" Ford-Neeb Municipal Drain 2018 by-law".

First reading 2018/03/19

Second reading 2018/03/19

Provisionally adopted this 19 day of March , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Third reading _____

Enacted this _____ day of _____ , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

I, Rebekah Msuya-Collison

clerk of the Corporation of the Municipality of South Huron,

certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

Ontario

Ministry of Agriculture, Food and Rural Affairs

By-law for Municipalities Not Within a Regional Municipality, the County of Oxford or The District Municipality of Muskoka – Form 5

Drainage Act, R.S.O. 1990, c. D.17, subs. 45(1)

Drainage By-law Number 29-2018

A by-law to provide for a drainage works in the Municipality of South Huron in the County of Huron.

Whereas the council of the Municipality of South Huron has procured a report under section 4 of the *Drainage Act* for the construction of the Rowe-Rasenberg Municipal Drain drain;

And whereas the report dated 2018/02/20 has been authored by W. J. Dietrich P. Eng. and the attached report forms part of this by-law;

And whereas the estimated total cost of the drainage work is $133,700.00 ;

And whereas $133,700.00 is the amount to be contributed by the Municipality of South Huron for the drainage works;

And whereas *(Complete this clause only if other municipalities are being assessed a share of the cost of the project.)*;

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

_____ is being assessed in the _____ of _____

And whereas the council is of the opinion that drainage of the area is desirable;

Therefore the council of the Municipality of South Huron pursuant to the *Drainage Act* enacts as follows:

1. **AUTHORIZATION**

   The attached report is adopted and the drainage works is authorized and shall be completed as specified in the report.

2. **BORROWING**

   The Corporation of the Municipality of South Huron may borrow on the credit of the Corporation the amount of $133,700.00 being the amount necessary for the construction of the drainage works.

   This project will NOT be debentured .

 © Queen's Printer for Ontario, 2015

6. CITATION

This by-law comes into force on the passing thereof and may be cited as the

" Rowe-Rasenberg Municipal Drain 2018 by-law".

First reading 2018/03/19

Second reading 2018/03/19

Provisionally adopted this 19 day of March , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	Maureen Cole

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	RMsuya-Collison

Third reading _____

Enacted this _____ day of _____ , 2018

Name of Head of Council (Last, First Name)	Signature
Cole, Maureen	

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

I, Rebekah Msuya-Collison

clerk of the Corporation of the Municipality of South Huron,

certify that the above by-law was duly passed by the council of the Corporation and is a true copy thereof.

Name of Clerk (Last, First Name)	Signature
Msuya-Collison, Rebekah	

Corporate Seal

The Corporation of the Municipality of South Huron

By-Law #39-2018

Being a By-Law to amend By-Law #51-2017 to provide for collection of actual costs for construction of the Schroeder-Powe Municipal Drain 2017

Whereas Council of The Corporation of the Municipality of South Huron passed By-Law #51-2017 to adopt the report of W.J. Dietrich, P. Eng., Dietrich Engineering Limited to provide for construction of the Schroeder-Powe Municipal Drain 2017 and to impose assessments against the respective properties for the estimated cost of construction in the amount of $94,000.00; and

Whereas the project has now been completed and actual costs for construction, in the amount of $79,470.39 has been determined; and

Whereas it is necessary to impose charges based on the actual costs of the project in relative proportion to the assessments contained in By-Law #51-2017;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That Schedule of Actual Assessment – Schroeder-Powe Municipal Drain 2017, identified as Schedule “A” and attached hereto, is hereby adopted and forms an integral part of this by-law.

2. That where lands in the same ownership have drainage assessments with an accumulated total of $10 or less, the costs shall be charged to general municipal drain expenses.

3. That By-Law #51-2017 is hereby amended.

4. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 7th day of May, 2018.

Read a third time and passed this 7th day of May, 2018.

_____ _____

Maureen Cole, Mayor Rebekah Msuya-Collison, Clerk

SCHEDULE OF ACTUAL ASSESSMENT
Schroeder-Powe Municipal Drain 2017
Municipality of South Huron
(Stephen Ward)

LOT OR PART	CON.	APPROX. HECTARES AFFECTED	OWNER	ROLL NO.	TOTAL ESTIMATED ASSESSMENT	TOTAL ACTUAL ASSESSMENT	LESS 1/3 GOV'T GRANT	LESS ALLOWANCES	NET ASSESSMENT
SPECIAL ASSESSMENT									
* ***Pts. 8, 9 & 10***			***Goderich-Exeter Railway Co. Ltd.***		***$25,555.00***	***$16,165.46***			***$16,165.46***
* Pts. 8, 9 & 10	1	1.21	Goderich-Exeter Railway Co. Ltd.	38-999	$5,515.00	$5,100.84			$5,100.84
8	1	2.02	1028094 Ontario Inc.	1-020	$1,465.00	$1,354.98	$451.66		$903.32
Spt. 9	1	17.40	M. & K. Lenting	1-021-01	$39,070.00	$36,135.93	$12,045.31	$7,930.00	$16,160.62
Npt. 9 & Spt. 10	1	2.43	M. & K. Esch	1-021	$3,587.00	$3,317.62	$1,105.87		$2,211.75
Pts. 9 & 10	1 & 2	8.90	E. Powe	2-017	$18,808.00	$17,395.56	$5,798.52	$5,305.00	$6,292.04
10	2		B. Dale	2-018				$300.00	-$300.00
Total Assessment on Lands, Schroeder-Powe Municipal Drain 2017					**$94,000.00**	**$79,470.39**	**$19,401.36**	**$13,535.00**	**$46,534.03**

NOTES: 1. * Denotes lands not eligible for the ADIP grant.
2. The NET ASSESSMENT is the total actual assessment less a one-third (1/3) Provincial grant, and allowances, if applicable.

The Corporation of the Municipality of South Huron

By-Law #40-2018

Being a by-law to authorize the signing of a Memorandum of Understanding with the Canada Day Committee for the purpose of a Sustainable Canada Day Program.

Whereas the Municipal Act, R.S.O. 2001 provides under Section 5(1) that the powers of a Municipality shall be exercised by its Council and under Section 5(3) provides that a municipal power shall be exercised by By-Law; and

Whereas the Municipality of South Huron deems it desirable to enter into a Memorandum of Understanding with the Canada Committee for to formalize a working relationship with the Committee and assist in a sustainable Canada Day program.

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That the Council of the Corporation of the Municipality of South Huron hereby enter into a Memorandum of Understanding with the Canada Day Committee identified as Schedule “A” attached hereto; and

2. That the Mayor and Clerk are hereby authorized to execute the Memorandum of Understanding between the Municipality of South Huron and Canada Day Committee, identified as Schedule “A” and attached hereto; and

3. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 7th day of May, 2018.

Read a third and final time this 7th day of May, 2018.

_____ _____

Maureen Cole, Mayor Rebekah Msuya-Collison, Clerk

Memorandum of Understanding

-Between-

The Municipality of South Huron

"The Municipality"

And

Canada Day Committee

"CDC"

Preamble

The Canada Day Committee (CDC) consists of members located primarily in the community of Exeter.

The CDC coordinates Canada Day activities and events on behalf of the residents of the Municipality.

Purpose of the Memorandum of Understanding (MOU)

The development of a Memorandum of Understanding (MOU) will assist the CDC to formalize a working relationship with the Municipality of South Huron and assist in a sustainable Canada Day program.

The development of this MOU supports three pillars within the Municipality of South Huron Strategic Plan. These pillars are as follows:

Increased Communications and Municipal Leadership.
Improved Recreation and Community Well-being

A central element of civic participation and community building is an informed and engaged public. South Huron must strive to ensure that the means and methods for all residents to actively participate in the wide range of events, opportunities, and decisions impacting the community are in place. This will require that systems and places for dialogue and consultation are actively pursued for residents, staff, council and others.

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

Transparent, Accountable and Collaborative Governance
South Huron is a beautiful place to live. Ensuring this condition continues to exist is the responsibility of everyone, and requires equal attention to the needs of both our urban and rural areas. Sustainable and principled growth is about balancing this condition, defining South Huron as a desirable community through: heritage, culture, tourism, recreation, the natural environment and municipal investment in building communities.

Terms of the Memorandum of Understanding (MOU)

The Municipality of South Huron and the Canada Day Committee agree to the following:

Responsibilities of the Municipality of South Huron
The Municipality will be responsible for the following:

1. Work with CDC in a cooperative manner
2. The CDC will not be charged a rental fee for the use of the Municipal facilities for Canada Day events.
3. The Municipality will agree to assist the CDC in the amount of $1000 per year.
4. Funding will be subject to an annual reconciliation presented to Council with a Business Plan presented for further financial support for Council's consideration.

Responsibilities of the CDC

The CDC agree to the following:

1. The CDC agrees to maintain an overall organizational structure consisting of at minimum a president, secretary and treasurer.

2. The CDC will indemnify and save harmless the Municipality from all costs, losses, damages, judgements, claims, demands, suits, actions, complaints or other proceedings in any manner based upon, occasioned by or attributable to anything done or omitted to be done by the CDC, its directors, officers, employees, agents or volunteers in connection with services provided, purported to be provided or required to be provided by the CDC pursuant to this MOU.

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

3. The CDC will obtain and maintain in full force and effect during the term of this MOU for the Canada Day Event only, general liability insurance acceptable to the Municipality in respect of this MOU at a minimum amount of $5,000,000. The insurance policy shall,

    (a) Include as an additional insured The Corporation of the Municipality of South Huron in respect of and during the provision of services outlined in this MOU
    (b) Contain a cross-liability clause endorsement; and
    (c) Contain a clause including liability arising out of the MOU.

4. The CDC agrees to submit and provide proof of insurance on an annual basis for the CDC and any other third party providers.

5. The CDC agrees that it shall report to the Municipality a consolidated report of all revenues and expenditures based on the operating year of January 1 to December 31 inclusive.

6. The CDC agrees to assign one (1) designated point of contact to the Municipality.

7. THE CDC will ensure that the Municipality of South Huron is recognized as a sponsor of the event

8. The CDC may at any time make a request of the Municipality for any extraordinary items.

Mutual Responsibilities

1. Both parties agree that the priorities outlined above is the scope and purpose of the MOU.
2. Both parties agree to work collaboratively.
3. Both parties agree to meet annually to review the partnership and report as appropriate to the Municipality of South Huron and CDC.

CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

This Memorandum is in full force and effect until superseded or cancelled by either party.

Canada Day Committee	Date: April 16/18
Canada Day Committee	Date: Apr 16/18
Municipality of South Huron	Date
Municipality of South Huron	Date

The Corporation Of The Municipality Of South Huron

By-Law #41-2018

Being a by-law to authorize the execution of a Site Plan Agreement between the Municipality of South Huron and Gnutti Carlo Canada Limited in the Municipality of South Huron in the County of Huron

Whereas Section 5 of the *Municipal Act 2001, S.O. 2001*, as amended, provides that a municipal power shall be exercised by by-law unless the Municipality is specifically authorized to do otherwise; and

Whereas Section 41(4) of the Planning Act, R.S.O. 1990, as amended provides that the council of a municipality may exercise site plan control over certain properties,

Whereas Council of The Corporation of the Municipality of South Huron deems it expedient to enter into a Site Plan Agreement with Gnutti Carlo Canada Limited in the Municipality of South Huron in the County of Huron, pursuant to Section 41 of the *Planning Act*, as amended;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That the Site Plan Agreement between the Municipality of South Huron and Gnutti Carlo Canada Limited, identified as Schedule “A” and attached hereto, forms an integral part of this by-law and is hereby adopted.

2. That South Huron Council hereby delegates the authority to approve revisions to the site plan agreement between the Municipality of South Huron and Gnutti Carlo Canada Limited to the Chief Administrative Officer.

3. That the Mayor and Clerk are hereby authorized to sign the Site Plan Agreement on behalf of the Municipality of South Huron.

4. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 7th day of May, 2018.

Read a third time and passed this 7th day of May, 2018.

_____ _____

Maureen Cole, Mayor Rebekah Msuya-Collison, Clerk

THIS AGREEMENT made in triplicate on the 7th day of May, 2018.

B E T W E E N:

THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

(Hereinafter referred to as the “Municipality”)

OF THE FIRST PART

– And –

GNUTTI CARLO CANADA

(Hereinafter referred to as the “Owner”)

OF THE SECOND PART

WHEREAS the Owner is entering into this agreement with the Municipality dealing with the facilities, works and matters hereinafter mentioned and the provision and maintenance thereof by the Owner and any and all subsequent owners to the satisfaction of and at no expense to the Municipality, as a condition to the approval pursuant to Section 41 of the Planning Act, as amended, of site plans and drawings for a development (hereinafter called the “development”) on the lands and premises of the Owner more particularly described in the Schedule “A” attached hereto in the Municipality of South Huron, in the County of Huron (the “property”).

NOW THEREFORE WITNESSETH THAT in consideration of the covenants and provisions herein and for other good and valuable consideration now paid by the Municipality to the Owner (the receipt and sufficiency of which the Owner hereby acknowledges), the Municipality and the Owner covenant, agree and provide with each other that the Owner shall do and perform, at no expense to the Municipality (unless otherwise expressly provided herein), the following matters and things:

1. DRAWINGS AND CONSTRUCTION OF EXTERNAL WORKS:

The Owner shall submit to and have approved by the Municipality detailed design drawings of external road, sewer and other improvements, together with associated internal works. The Owner shall construct, prior to occupancy of any building (unless otherwise approved by the Municipality), at the Owner’s expense and to the satisfaction of the Municipality, the following works:

(a) water service;
(b) fire protection;
(c) sanitary sewer service;
(d) roadways;
(e) signage;
(f) stormwater management;
(g) lighting.

2. STORMWATER MANAGEMENT:

The Owner shall undertake all work required to implement the Stormwater Management Plan, prepared by MTE on April 17, 2018 and approved by the Municipal Engineer. The approved stormwater management plan (last revision date: April 17, 2018) is incorporated into the attached Schedule “C”.

All stormwater management works for this property must be constructed to the satisfaction of the Municipality, prior to the Chief Building Official issuing an occupancy permit for the building shown on the attached Schedule “D”. The Owner agrees to maintain the property in such a manner that ensures compliance with the approved Stormwater Management Plan. The owner shall implement all erosion and sediment control measures as shown in Schedule “C.1”, but not limited to sediment fencing.

3. PARKING:

(a) A minimum of four (4) of the parking spaces established on the property will be designated as an accessible parking spaces. Such accessible spaces shall be clearly marked with pavement markings and vertical signage containing the international symbol of access. An accessible route shall be provided from the designated parking spaces to the barrier free entrance of the building. All facilities designed to have regard for accessibility shall incorporate the County of Huron's Universal Design and Accessibility Guidelines for Site Plan Control.

(b) The Owner shall provide, at its own expense, and at all times maintain on the lands, parking areas capable of accommodating a minimum of One Hundred and Twenty-Nine (129) parking spaces for motor vehicles as required under the applicable Zoning By-law.

4. LIGHTING FACILITIES:

All lighting of the site shall be oriented and its intensity controlled so as to prevent glare on adjacent roadways and adjacent properties to the satisfaction of the Municipality. Provide confirmation that lighting has been completed in accordance with the approved Site Plan, which forms Schedule "B" herein.

5. LANDSCAPING

The Owner shall landscape the site and thereafter maintain the same in general conformity with the approved plan attached hereto as Schedule "B", to the satisfaction of the Municipality of South Huron.

The Owner shall provide a landscape plan to the satisfaction of the Municipality of South Huron prior to implementation.

6. SCREENING

The refuse and recycling storage shown on Schedule "B" shall be visually screened within (1) year from the date of registration of this agreement.

7. FIRE ROUTE DESIGNATION:

The Owner shall identify the fire route. Such fire route shall be clearly marked showing street allowances and vehicular accesses for the approval of the Fire Chief. Signs specifying that parking is prohibited in the designated fire route shall be displayed.

8. FIRE PROTECTION

The Owner shall install the fire hydrant as shown in Schedule "B" herein.

9. 'AS CONSTRUCTED' PREMISES:

The Owner shall provide for the Municipality's records 'as constructed' drawings to the satisfaction of the Municipality for municipal services installed by the Owner which may, in the future, be assumed by the Municipality. These drawings shall be submitted in a satisfactory form prior to the release of any performance bond or security required by this agreement. The development shall be completed in accordance with Schedule "D" herein.

10. INSPECTION AND COMPLETION OF WORKS:

Where the Owner is required to construct certain works to be assumed by the Municipality or carry out work within a public highway, walkway or easement, the Owner shall have his Professional Engineer provide a qualified inspector acceptable to the Municipality to carry out on-site inspection of the works. Upon completion of the work and prior to requesting the Municipality to assume the works, the Owner shall supply to the Municipality, in a form acceptable, a certificate of the Owner's Professional Engineer substantially in the following form:

CERTIFICATE OF COMPLETION OF WORKS

TO: The Corporation of the Municipality of South Huron

For good and valuable consideration now paid by the Corporation of the Municipality of South Huron (hereinafter called the "MUNICIPALITY"), the receipt and sufficiency of which I/we hereby acknowledge, I/we hereby certify that the municipal services constructed pursuant to the Development Agreement between the Municipality and (Owner's Name) registered as No. _____ relating to municipal number Lot/Block No._____ Plan No. _____ have been

(a) inspected during construction in accordance with standard engineering practice; and

(b) constructed in accordance with the plans and specifications approved by the Municipality.

Delivered under my/our hand and professional seal at South Huron, Ontario this _____ day of _____, 20_____.

Registered Professional Engineer

The Owner acknowledges and agrees that the form of the Certificate of Completion of Works required under this paragraph may vary depending on the development's requirements.

11. JOINT USE OF COMMON INTERNAL DRIVEWAYS:

At the time of the establishment of a joint use of common internal parking link, the Owner shall enter into an agreement with the Owner(s) of land(s) adjacent to the development as applicable. The Owner is to provide the Municipality with a copy of this agreement.

12. SIGNAGE

Provide confirmation that sign and pavement markings has been installed in accordance with the approved Signs and Pavement Markings Plan, which forms Schedule "E" herein.

13. SUBSURFACE DRAINAGE:

The Owner shall notify the Municipality, in writing, in the event that any existing sewer or drain is encountered during the progress of construction. The Owner shall have its Engineer investigate the matter and shall comply with the recommendations of the Owner's Engineer, as approved by the Municipality, with respect to the sewer or drain encountered. Such recommendations may include connecting the existing sewer to a new sewer being constructed or into another existing sewer, at no expense to the Municipality. The Owner shall also ensure that there is no interruption of any subsurface drainage flow because of construction on the site which would have an adverse effect on neighbouring properties. Should such an interruption occur, the Owner shall carry out any necessary remedial work to correct the problem as requested by the Municipality and to the satisfaction of the Municipality at no expense to the Municipality.

14. ABANDONED PRIVATE DRAIN CONNECTIONS:

The Owner acknowledges that any abandoned existing private drain connections shown on the site plans or encountered during construction are to be excavated at the street line and sealed to the satisfaction of the Municipality.

15. EXISTING PRIVATE DRAIN CONNECTIONS:

The Owner acknowledges that any existing private drain connections which are proposed for re-use are to be excavated at the street line and inspected and approved by the Municipality for such re-use.

16. UNDERTAKING OF CONSTRUCTION:

If no building permit is issued for the development within two (2) years of the date of the approval of the site plans and drawings pursuant to Section 41 of the Planning Act, (Ontario), as amended, or if a building permit is issued but, in the opinion of the Chief Building Official, the Owner does not seriously commence construction of the development within two (2) years from the date of the approval of the site plans and drawings pursuant to Section 41 of the Planning Act (Ontario), as amended, or if any building permit issued for this development is revoked at any time, the Municipality in its sole discretion may revoke its approval of the plans and drawings and may terminate the agreement by giving notice in writing and by registering a notice that the approval is revoked and the agreement is terminated.

17. WORK ACCORDING TO PLANS:

As the Owner has entered into this agreement as a condition precedent to the approval by the Municipality of site plans and drawings dealing with the facilities, works and matters mentioned herein, the Owner shall submit from time to time one or more plans and drawings as may be required pertaining to any of these facilities, works and matters including but not restricted to any plans or drawings specifically mentioned herein. Such plans and drawings as and when approved by the Municipality, whether before or after the date upon which this agreement is entered into, shall be treated as forming part of this agreement in the same manner and to the same extent as if such plans and drawings had been approved and actually attached to this agreement at the time that it is entered into. In all matters not herein provided for, the Owner shall develop his land and shall use the same in accordance with the applicable Zoning By-Law of the Municipality, as amended. The provisions of this agreement and any approved site plan or drawing pertaining to a facility, work or matter shall be construed and applied as complementary to each other but in the event of any conflict, the plan or drawing receiving the last approval shall govern. Without restricting the generality of this clause, the Owner shall develop his lands and shall construct works and maintain them in perpetuity in accordance with the approved Site Servicing Plan which is attached as Schedule “B”.

18. WORK AT OWNER’S RISK:

All incidental matters including but not restricted to the removal and planting of trees; cutting, replacing and installing approaches; relocating utilities, pipes, poles, valves and equipment; resetting drains and manholes; and all other things required by this agreement or by the Municipality shall be carried out by the Owner at his own risk and expense. All work must be completed to the satisfaction of the Municipality and to the satisfaction of the owner of such utilities.

19. COMPLETION OF WORK:

All work required under this agreement, including but not restricted to asphalt surfacing, fencing, establishment of landscaping and as constructed drawings, completion of services and any other work set out herein, shall be completed or delivered, as the case may be, within a period of nine (9) months from the date of substantial completion of construction of the development as determined by the Chief Building Official. All such work shall be performed to the satisfaction of the Chief Building Official of the Municipality.

20. SECURITIES:

In order to ensure due performance of all work required under this agreement and to protect the Municipality in respect of its liability for holdback of costs under Section 17 of the Construction Lien Act (Ontario), as amended, for any work on municipal property, the Owner shall deposit with the Municipality prior to the issuance of a building permit, an irrevocable Letter of Credit from a chartered bank, issued in form and content satisfactory to the Municipality’s Solicitor, in the amount of One Hundred Percent (100%) of the total securities as set out in Schedule “E”.

All Letters of Credit shall be for a minimum guaranteed period of one (1) year or such longer time as the Municipality may decide. All Letters of Credit shall contain the following clause: “It is a condition of the Letter of Credit that it shall be deemed to be automatically extended without amendment from year to year from the present or any future expiration date thereof, unless at least thirty (30) days prior to the present or any

future expiration date, we notify you in writing by registered mail that we elect not to consider this Letter of Credit to be renewable for any additional period." Unless each and every Letter of Credit is renewed as noted above, the Municipality shall have the absolute right to refuse to issue building permits and to prohibit occupancy, whether partially or fully completed, from the said date thirty (30) days prior to the expiration of that Letter of Credit.

20.1. SECURITY RELEASE

General securities outlined in Schedule "E" will be released upon the completion of all works, to the satisfaction of the Municipality of South Huron.

21. DEVELOPMENT CHARGES:

The Owner shall pay all development charges applicable to the development in accordance with the By-laws of the Municipality of South Huron.

22. MUNICIPALITY'S RIGHT TO ENTER:

The Municipality or any of its officers, servants or agents may, from time to time, at all reasonable times and upon producing proper identification, enter upon the Owner's lands and premises for the purposes of inspecting the facilities, works and matters to be provided and maintained under this agreement and for the purpose of providing or maintaining at the Owner's expense any facility, work or matter in default of the Owner providing or maintaining the same where such default has continued for fifteen (15) days or more. The Municipality, its officers, servants and agents shall not be liable to the Owner or any occupant of the lands and premises for any losses or damages of any kind whatsoever arising in any way from entry for such purposes. In the event of an emergency, the Municipality's right to enter under this provision shall not be limited to situations in which the default of the Owner has continued for more than fifteen (15) days.

23. ROAD ALLOWANCE INDEMNITY:

Except as otherwise expressly provided in this agreement, the right of the Owner to use and occupy any untravelled portions of road allowances shall, at all times, be at the will of the Municipality and the construction and maintenance of any and all curbs, pavements, plantings and other improvements or works thereon shall at all times be at the risk and expense of the Owner. The Owner shall indemnify and save harmless the Municipality and any of its officers, employees or servants from and against all actions, suits, claims, damages, demands, costs, including reasonable legal fees and disbursements, liabilities and any other claims which may be brought against or made upon the Municipality or any of its officers, employees or servants in consequence of the use and occupation of untraveled portions of road allowances by the Owner or the construction, maintenance or existence of curbs, pavements, plantings or other improvements of the Owner thereon. Any amounts owed by the Owner to the Municipality under this indemnity shall constitute a lien and charge upon the lands of the Owner and shall be collectible in like manner as municipal taxes. Without limiting the foregoing agreement to indemnify, the Municipality may, in case any such action, suit, claim or demand is brought or made against the Municipality or any of its officers, employees or servants, settle any such action, suit, claim or demand on such terms as the Municipality shall see fit, and the Owner shall thereupon forthwith pay to the Municipality the sum or sums so paid, together with such sum as shall represent the reasonable costs of the Municipality and its solicitor in defending or settling any such action, suit, claim or demand.

24. INSURANCE:

Prior to the issuance of any building permit and any commencement of work for the development, the Owner shall supply the Municipality with a certified copy of a comprehensive general liability insurance policy with limits in an amount and in a form acceptable to the Municipality. The minimum limits of such policies shall be $5,000,000 all inclusive, but the Municipality shall have the right to set higher amounts. Such policy or policies shall be issued in the joint names of the Owner and the Municipality. The said insurance policy shall indemnify the Municipality from any loss arising from any claims

for damages, injury or otherwise in connection with the work done by or on behalf of the Owner. Such insurance policy shall provide coverage for a period of at least one (1) year and shall continue until all the work required by the Owner under this Agreement is completed and, where applicable, assumed by the Municipality. The said insurance policy must also include a provision confirming that the insurance policy shall not be cancelled or materially amended without providing the Municipality with thirty (30) days' written notice of the insurer's intention to do so. The issuance of such a policy of insurance shall not be construed as relieving the Owner from responsibility for other or larger claims, if any, for which he may be held responsible.

25. GENERAL INDEMNITY:

The Owner shall indemnify and save harmless the Municipality and any of its officers, employees or servants from and against all actions, suits, claims, damages, demands, costs, including reasonable legal fees and disbursements, liabilities and any other claims which may be brought against or made upon the Municipality or any of its officers, employees or servants sustained or incurred by the Municipality or any of its officers, employees or servants as a result of the Municipality entering into this agreement with the Owner. Any amounts owed by the Owner to the Municipality under this indemnity shall constitute a lien and charge upon the lands of the Owner and shall be collectible in like manner as municipal taxes. Without limiting the foregoing agreement to indemnify, the Municipality may, in case any such action, suit, claim or demand is brought or made against the Municipality or any of its officers, employees or servants, settle any such action, suit, claim or demand on such terms as the Municipality shall see fit, and the Owner shall thereupon forthwith pay to the Municipality the sum or sums so paid, together with such sum as shall represent the reasonable costs of the Municipality and its solicitor in defending or settling any such action, suit, claim or demand.

26. BY-LAWS:

Notwithstanding any of the provisions of this agreement, the Owner shall be subject to all By-Laws of the Municipality. In the event of conflict between the provisions of this agreement and the provisions of any By-Law of the Municipality, the provisions of the By-Law prevail.

27. SUBSEQUENT OWNERS BOUND:

Subject to the provisions of the Registry Act and the Land Titles Act, the covenants, agreements, conditions and understandings therein contained on the part of the Owner shall be conditions running with the land described in Schedule "A" hereto and shall be binding upon the Owner and their heirs, estate trustees, administrators, successors and assigns, as the case may be, and subsequent owners and occupiers of the said lands from time to time (and "Owner", wherever used in this agreement, is intended and shall be construed to include such subsequent owners and occupiers).

28. SEPARATE COVENANTS:

All of the provisions of this agreement are and shall be construed and interpreted as covenants and agreements as though the words importing such covenants and agreements were used in each separate clause hereof. Should any covenant or provision of this agreement be adjudged unlawful or unenforceable, such covenant or provision shall be considered separate, distinct and severable from this agreement and the covenants and provisions of this agreement shall not be affected and shall remain fully enforceable.

29. ENFORCING PERFORMANCE OF REQUIREMENTS:

In addition to any remedy authorized or permitted by this agreement or by law, the Municipality, upon giving fifteen (15) days notice or forthwith in cases of emergency, may, in default of any matter or thing required to be done by the Owner under this agreement, do such matter or thing at the expense of the Owner and if the Municipality has incurred any expense, it may recover the expense by action, by performance bond or other security or by adding the said expenses to the tax roll and recovering same in like manner as municipal taxes. No proceeding by the Municipality under this clause and no waiver under any provision of this agreement shall prejudice the rights of the Municipality in respect of any subsequent default or any matter or thing required to be done by the Owner under this agreement. The rights of the Municipality may be

enforced by any remedy authorized or permitted by the Agreement or By-Law and no such remedy shall be exclusive or dependent on any other remedy.

30. NUMBER AND GENDER:

Words importing the singular only shall include the plural; words importing the masculine only shall include the female and words importing a person shall include corporations.

31. NOTICES:

Any notice required or permitted to be given hereunder shall be in writing and shall be effectively given if delivered personally or sent by registered mail in the case of notice to the Municipality as follows:

Municipality of South Huron
P.O. Box 759
322 Main Street South
Exeter ON, N0M 1S6

And in the case of notice to the Owners, as follows:

Mr. Paul Buchanan
404 Canada Avenue
Huron Park, ON N0M 1Y0

Any notice so given shall be deemed conclusively to have been given and received when so personally delivered or on the third (3rd) business day following the sending thereof by registered mail.

32. REGISTRATION:

The Owner agrees that this document shall be registered against the title to the lands affected by it and that such registration shall be done by the Municipality. The cost of such registration and associated legal fees shall be the responsibility of the Owner.

The Owner further agrees that this agreement shall have priority over all mortgages that are registered against the property and the Owner hereby undertakes to deliver an agreement postponing those mortgages to this agreement and to register the same on title.

33. COSTS:

Any costs incurred by the Municipality for the review, implementation and administration of this agreement (including engineering, administrative costs and legal fees) shall be borne by the Owner.

IN WITNESS WHEREOF the Municipality and the Owner hereto have hereunto affixed their Corporate Seals duly attested by the hands of their proper officers in that behalf, the day and year first written above.

THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

_____
Per: Maureen Cole, Mayor

_____
Per: Rebekah Msuya-Collison, Clerk

We have authority to bind the Corporation.

SIGNED, SEALED AND DELIVERED
In the presence of

Gnutti Carlo Canada Limited

_____
Per: Paul Buchanan, Duly Authorized Officer

I have the authority to bind the Corporation.

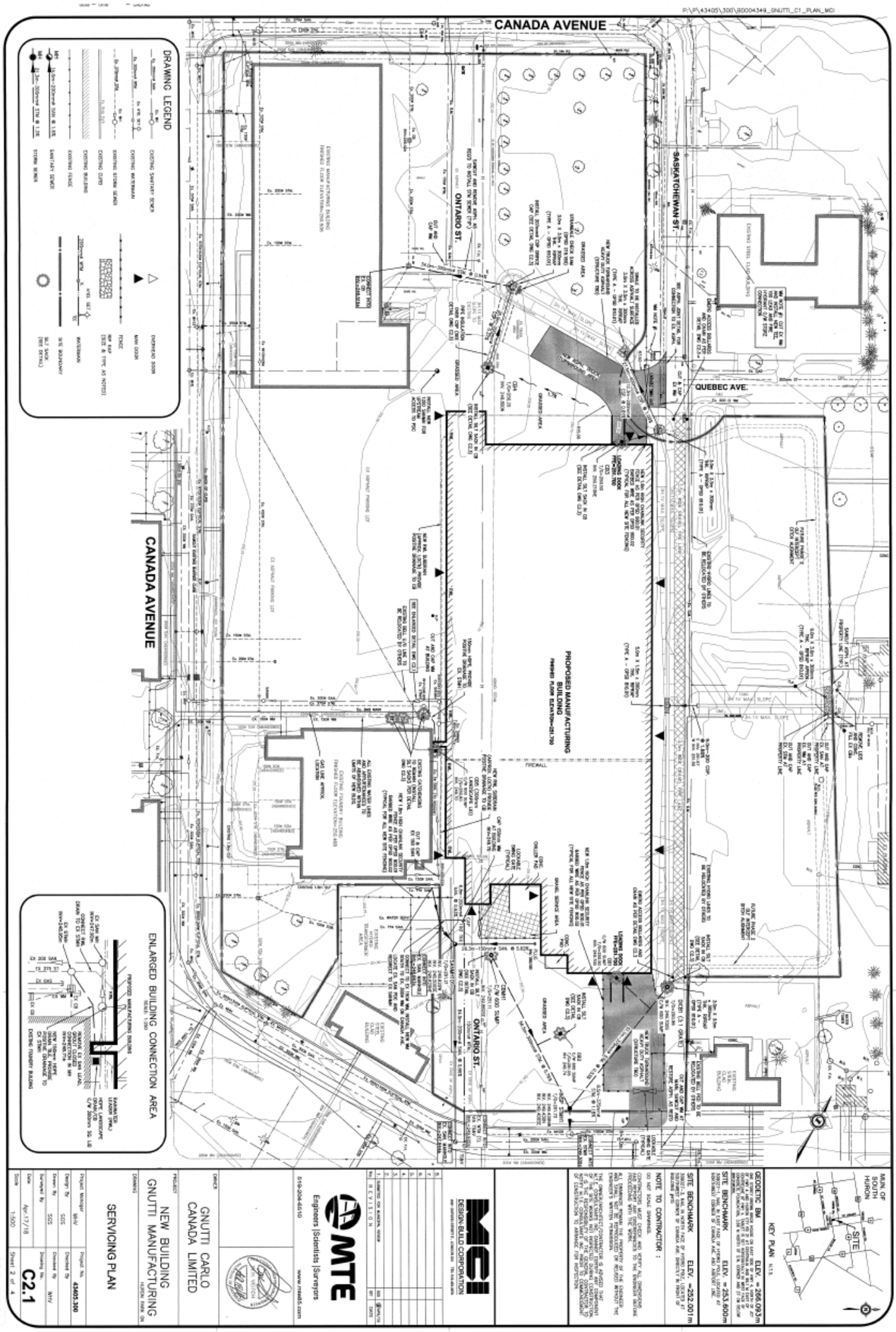
SCHEDULE "A"
LEGAL DESCRIPTION

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.

Stephen CON 3 PT LOTS 6 AND; 7 RP 22R5240 PARTS 20 TO 33; 79 TO 82, and Stephen CON 3 PT LOTS 6 AND; RP 22R5240 PARTS 37 TO 49; AND 91, Stephen Ward, Municipality of South Huron.

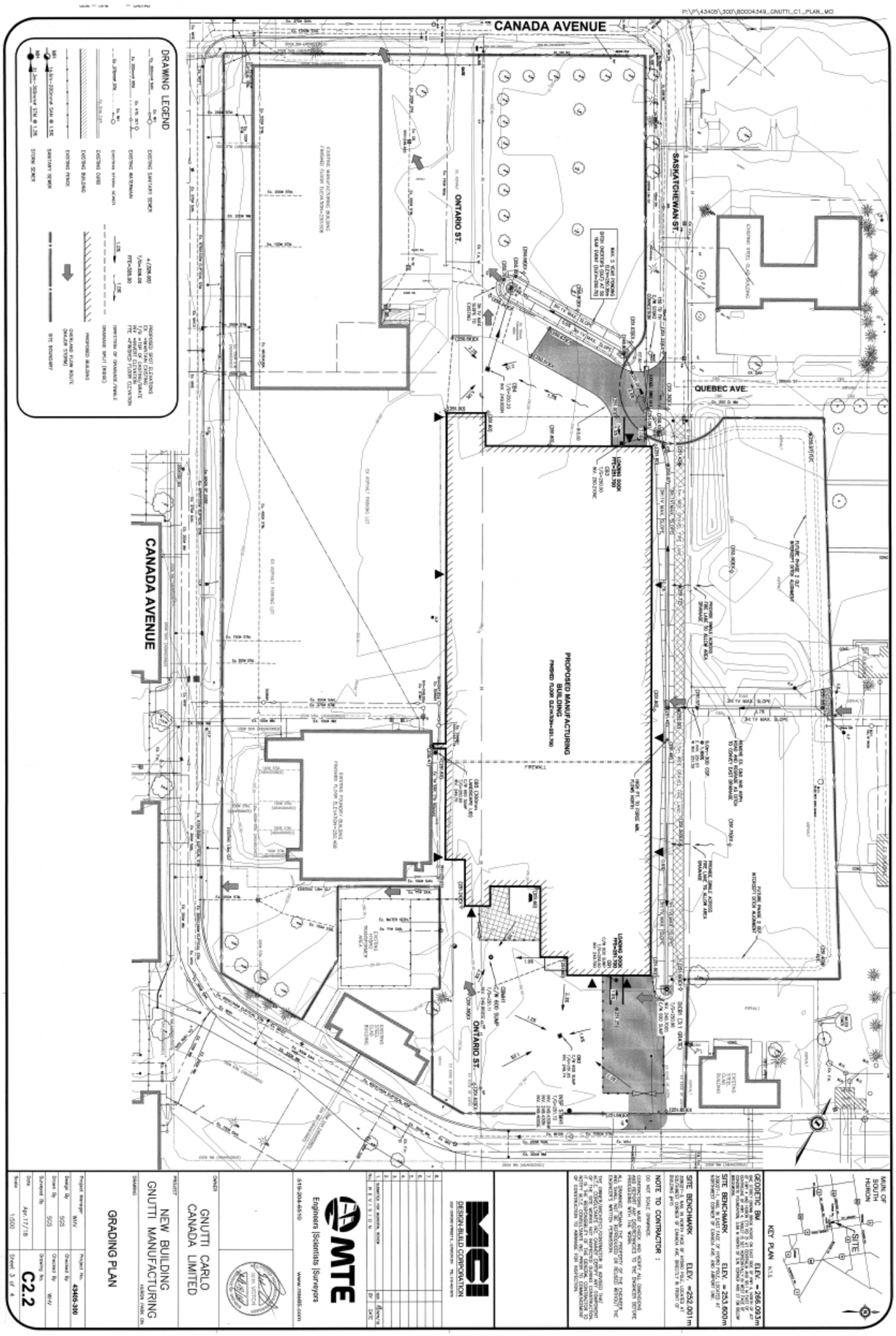
SCHEDULE "B"
SITE SERVICING PLAN

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.



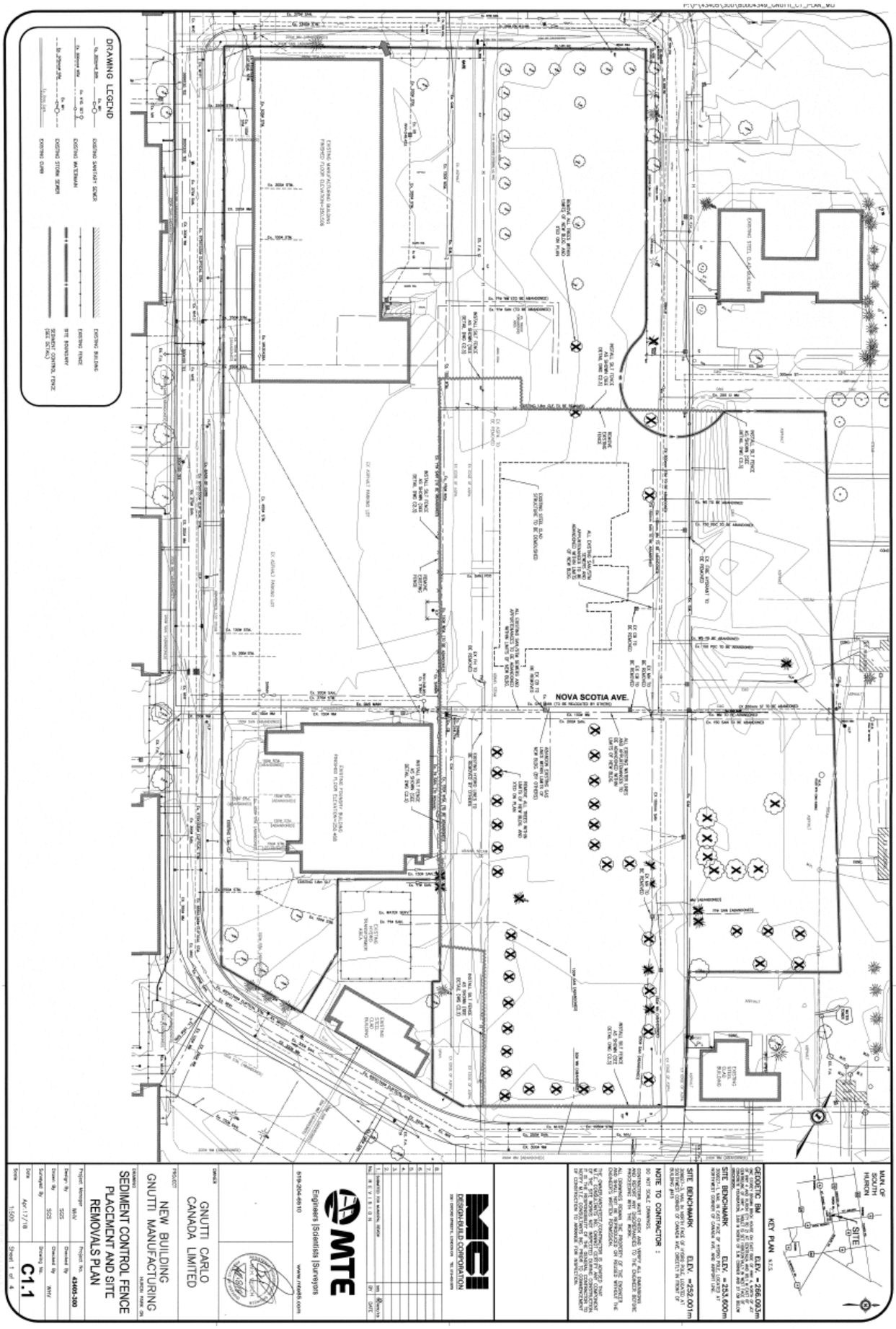
SCHEDULE "C"
SITE GRADING AND DRAINAGE PLAN

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.



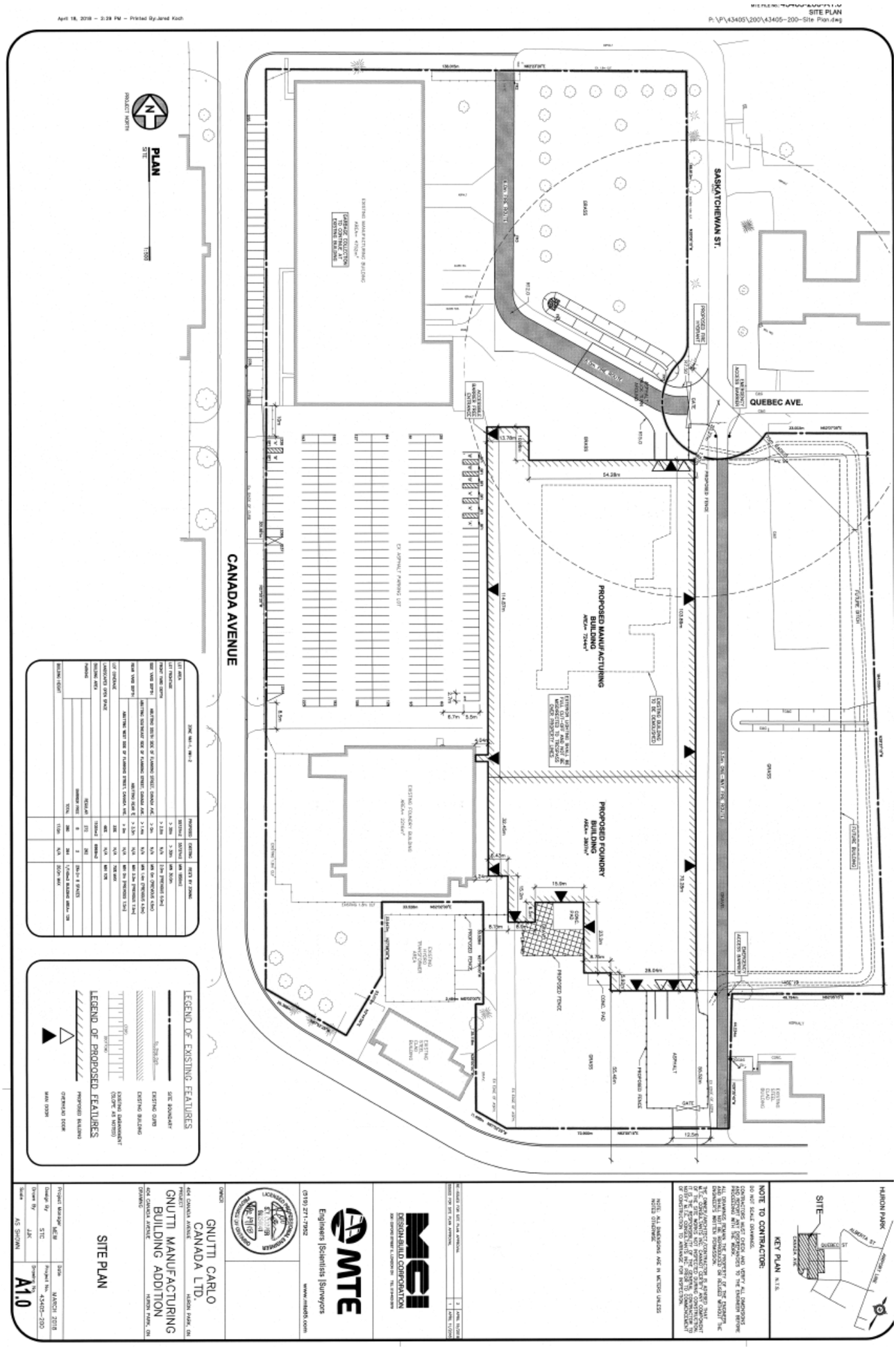
SCHEDULE “C.1”
SEDIMENT CONTROL FENCE

Note: It is understood and agreed that this Schedule forms part of the Municipality’s Agreement.



SCHEDULE "D"
SITE PLAN

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.



SCHEDULE "E"
SECURITY TO BE PROVIDED

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.

ITEM	COST
Stormwater Management Plan/Storm Sewer Service	$78,200
Sanitary Sewer Service	$15,000
Water Service/Fire Protection	$11,000
Roadways (Paving, Curbs, Gutter)	$87,000
Landscaping	$5,000
TOTAL	**$196,200**

SCHEDULE "F"

STORM WATER MANAGEMENT DESIGN

Note: It is understood and agreed that this Schedule forms part of the Municipality's Agreement.

Stormwater Management Report

Project Location:
404 Canada Avenue
Huron Park, Ontario

Prepared for:
Gnutti-Carlo Canada
London, ON

Prepared by:
MTE Consultants Inc.
560 Wellington Street
London, ON N6A 3R4

April 05, 2018

File: 43405-300

Stormwater Management Report

Project Location:
404 Canada Avenue
Huron Park, Ontario

Prepared for:
Gnutti-Carlo Canada
London, ON

Prepared by:
MTE Consultants Inc.
560 Wellington Street
London, ON N6A 3R4

April 05, 2018

File: 43405-300

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Technical Appendices

Appendix A: SWM Storage Calculations

1.0 INTRODUCTION

MTE Consultants Inc. was retained by Gnutti-Carlo Canada Ltd to complete the stormwater management design for the proposed site development located at 404 Canada Avenue, Huron Park, Ontario as part of an overall Site Plan submission to the Municipality of South Huron.

The proposed development for the site is the construction of a new manufacturing building with associated parking and driveways.

This report addresses the stormwater management requirements for the site. The site grading, servicing and stormwater management details are illustrated on the enclosed MTE drawing, Engineering Plans C1.1., C2.1, C2.2, C2.3

2.0 CRITERIA

In order to successfully complete the stormwater management design for this site, the following specific tasks were undertaken:

i) Calculated the allowable runoff rates using RATIONAL METHOD;
ii) Determined the percent impervious of the site and catchment parameters for inclusion in modeling;
iii) Calculated post-development runoff; and,
iv) Adjust the site grades to attain the required storage for runoff control and to provide safe conveyance for both minor and major flows.

3.0 HYDROLOGY

3.1 Predevelopment Drainage

The site is approximately 5.57 hectares and has several industrial buildings, a parking lot, roadways and landscaped areas. The site has undergone several modifications over the past decades. The existing storm sewer system for this site was installed in the 1950's. Accordingly, an aerial image of 1952 was referenced to determine pre-development site characteristics. See Figure No. 1 for the Location Map and Figure No. 2 for the 1952 Aerial Image.

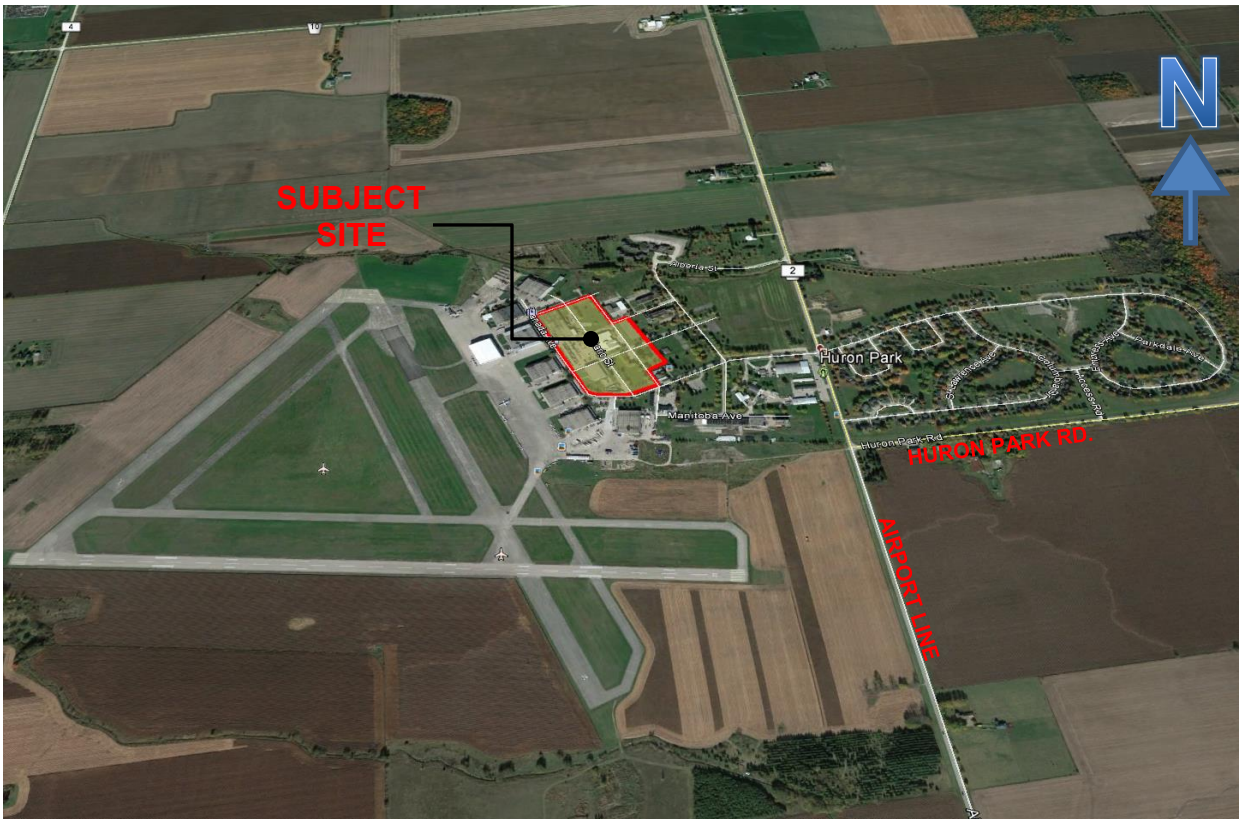


Figure 1: Location Map

Figure 2: Aerial Image Ca 1952

3.2 Pre Development Drainage

The pre development site statistics are as follows **(See Figure No. 3)**:

General Post Development Site Statistics

Roof Area	7300 m^2	c=0.9	ac=	6570.0
Paved Areas	22800 m^2	c=0.9	ac=	20520.0
Landscaped Areas	25600 m^2	c=0.2	ac=	5120.0
Total	55700 m^2		ac=	32210.0

Composite runoff coefficient = 32210 / 55700 = 0.58

3.3 Allowable Release Rate

Allowable release rate is considered to be the pre-development runoff and is calculated based on the Stratford 5 year storm and a 15 minute time of concentration.

$$I = \frac{A}{(t+B)^c} = \frac{875.105}{(15+7.641)^{0.762}} = 81.21\ mm/hr$$

Allowable release rate for this site based on pre-development site characteristics is as follows:

Q = 2.78 CiA

= 2.78 x 0.58 x 81.21 x 5.57 = 729.35 l/s

3.4 Post Development Drainage

The post development site statistics are as follows **(See Figure No.4)**:

General Post Development Site Statistics

Roof Area	21100 m^2	c=0.90	ac=	18990
Asphalt Areas	11400 m^2	c=0.90	ac=	10260
Landscaped Areas	23200m^2	c=0.20	ac=	4640
Total	55700 m^2		ac=	33890

Composite runoff coefficient = 33890 / 55700 = 0.61

Due to the small increase in impervious area compared to the pre-development state, runoff form the site will be more than the pre-development runoff. Post-development runoff is calculated as follows:

Post-development runoff is calculated based on the Stratford 5 year storm and a 15 minute time of concentration.

I = $\frac{A}{(t+B)^c} = \frac{875.105}{(15+7.641)^{0.762}} = 81.21\ mm/hr$

Q = 2.78 CiA

= 2.78 x 0.61 x 81.21 x 5.57 = 767.08 l/s

To match pre-development runoff rates, it is proposed to utilize above ground storage in a proposed channel/swale located west of the new building. **See Figure No. 3.**

The proposed development labeled as Area 101 in Figure No. 3 is 1.86 Ha. The east half of the development (0.93 Ha) shall drain to the east to the storm sewer system on Canada Avenue which connects to the storm sewer on New Brunswick Avenue.

The other half is proposed to drain via the proposed swale/storage to the west of the proposed development. This swale shall drain to the existing storm sewer along Ontario Street to New Brunswick Avenue. The storm sewer on New Brunswick outlets to a watercourse located North West of the site.

Quantity control shall be provided on the flow from the western half of the development such that the total runoff from the site shall not exceed the pre-development flow.
Total runoff from the uncontrolled site (excluding western half of proposed development) is calculated as follows;

Q = 2.78 CiA

= 2.78 x 0.61 x 81.21 x (5.57-0.93) = 639.00 l/s

Allowable release rate form the western half of the development is 90.35 l/s (729.35-639.00).

3.5 Roof Drainage

No roof storage is proposed on the proposed building.

3.6 Orifice Calculation

Flow from the proposed storage should be controlled to 90.35 and the orifice is sized as follows:

Ponding Elevation (m)	=	250.70m
Orifice Springline (m)	=	249.75m
ΔH (head)	=	0.95m

Q = 90.35 l/s

Area Orifice $= \dfrac{Q}{c\sqrt{2g(\Delta h)}} = \dfrac{90.35 / 1000}{0.63\sqrt{(2 \times 9.81 \times 0.95)}} =$ 0.0336 sq. m.

Diameter Orifice Pipe $= (4 \times 0.0336/\pi)^{0.5} =$ 0.207m = 207 mm

A 207 mm diameter orifice is required. A 207mm diameter orifice plate will be installed on the downstream side of swale/storage.

3.7 Stormwater Detention Volumes

Table 1 provides a summary of stormwater quantity control storage requirements and demonstrates that adequate storage is available to control post development runoff to acceptable allowable release rates.

Refer to Appendix A for the calculations on ponding values.

Table 1: Stormwater Storage Summary

STORM EVENT	SRORAGE (m^3)	
	REQUIRED	AVAILABLE
5YR	88.7	208.5
50 YR	208.0	

Surface storage will be provided within the storage swale as shown on enclosed Engineering Plan C2.2 for a maximum ponding elevation of 250.36 m corresponding to a maximum ponding depth of 0.66m for the 5 year storm event.

4.0 TEMPORARY WATER QUALITY CONTROL

In order to minimize the effects of erosion during the grading of the site, sediment control fencing will be installed as shown on the enclosed engineering drawing, around any stockpiles and around the catchbasins during construction. Any sediment that is tracked onto the road way during the course of construction will be cleaned by the contractor.

5.0 CONCLUSION

Based on the foregoing analysis, it is concluded that:

i) the proposed stormwater management design provides adequate attenuation of post development flows;

It is recommended that:

i) the site grading be undertaken according to the proposed elevations, details and erosion control measures shown on the enclosed engineering drawings;

ii) the stormwater management facilities be installed as detailed on the enclosed engineering drawings; and,

iii) the stormwater management facilities be inspected by MTE Consultants Inc. during construction and certified to the Municipality of South Huron upon completion.

All of which is respectfully submitted,

MTE CONSULTANTS INC.

George Karugu, P.Eng.

APPENDIX A

SWM STORAGE CALCULATIONS

SWM STORAGE VOLUME CALCULATION - 2YR STORM EVENT

JOB NUMBER:	43405
CLIENT:	Gnutti-Carlo Canada
LOCATION:	Canada Avenue
IDF STATION:	Huron Park

SITE INFORMATION

Subcatchment Area No. 1

	AREA (m2)	RUNOFF COEFFICIENT
Roof Area (Controlled)	0	0.9
Paved Area (Hard Surface)	9300	0.9
Landscaped Area	0	0.25
Overall Area	9300	0.90
Paved + Landscaped	9300	0.90

Allowable Release Rate from Site (L/s):

Total Allowable Release Rate=	90.35
Release Rate from Roof=	0.00
Allowable Release from Other Areas=	90.35

STORAGE VOLUME CALCULATION

Modified Rational Method used to determine storage volume:

Q=CiA/360

5		
A	875.105	i=A/(t+B)^C
B	7.641	
C	0.762	

TIME	i 100YR	INFLOW (m3/sec)		ACCUMULATED RUNOFF VOLUME (m3)		2YEAR ALLOWABLE RELEASE VOL. (m3)		REQ'D STORAGE (m3)		
(MIN.)	(mm/hr)	ROOF	SURFACE	ROOF	SURFACE	ROOF	SURFACE	ROOF	SURFACE	TOTAL
10	98.2	0.000	0.228	0.0	137.0	0.0	54.2	0.0	82.8	
12	90.5	0.000	0.210	0.0	151.5	0.0	65.1	0.0	86.5	
14	84.1	0.000	0.195	0.0	164.2	0.0	75.9	0.0	88.3	
16	78.6	0.000	0.183	0.0	175.4	0.0	86.7	0.0	88.7	
18	73.9	0.000	0.172	0.0	185.5	0.0	97.6	0.0	87.9	
20	69.8	0.000	0.162	0.0	194.6	0.0	108.4	0.0	86.2	
22	66.1	0.000	0.154	0.0	203.0	0.0	119.3	0.0	83.7	
24	62.9	0.000	0.146	0.0	210.7	0.0	130.1	0.0	80.6	
26	60.1	0.000	0.140	0.0	217.8	0.0	140.9	0.0	76.9	
28	57.5	0.000	0.134	0.0	224.5	0.0	151.8	0.0	72.7	88.7
30	55.1	0.000	0.128	0.0	230.7	0.0	162.6	0.0	68.1	
32	53.0	0.000	0.123	0.0	236.6	0.0	173.5	0.0	63.1	
34	51.0	0.000	0.119	0.0	242.1	0.0	184.3	0.0	57.8	
36	49.3	0.000	0.115	0.0	247.4	0.0	195.2	0.0	52.2	
38	47.6	0.000	0.111	0.0	252.3	0.0	206.0	0.0	46.3	
40	46.1	0.000	0.107	0.0	257.1	0.0	216.8	0.0	40.2	
42	44.7	0.000	0.104	0.0	261.6	0.0	227.7	0.0	33.9	
44	43.3	0.000	0.101	0.0	265.9	0.0	238.5	0.0	27.4	
46	42.1	0.000	0.098	0.0	270.1	0.0	249.4	0.0	20.7	
48	40.9	0.000	0.095	0.0	274.1	0.0	260.2	0.0	13.9	

SWM STORAGE VOLUME CALCULATION - 100YR STORM EVENT

JOB NUMBER:	43405
CLIENT:	Gnutti-Carlo Canada
LOCATION:	Canada Avenue
IDF STATION:	Huron Park

SITE INFORMATION

Subcatchment Area No. 1

	AREA (m2)	RUNOFF COEFFICIENT
Roof Area (Controlled)	0	0.9
Paved Area (Hard Surface)	9300	0.9
Landscaped Area	0	0.20
Overall Area	9300	0.90
Paved + Landscaped	9300	0.90

Allowable Release Rate from Site (L/s):

Total Allowable Release Rate=	90.35
Release Rate from Roof=	0.00
Allowable Release from Other Areas=	90.35

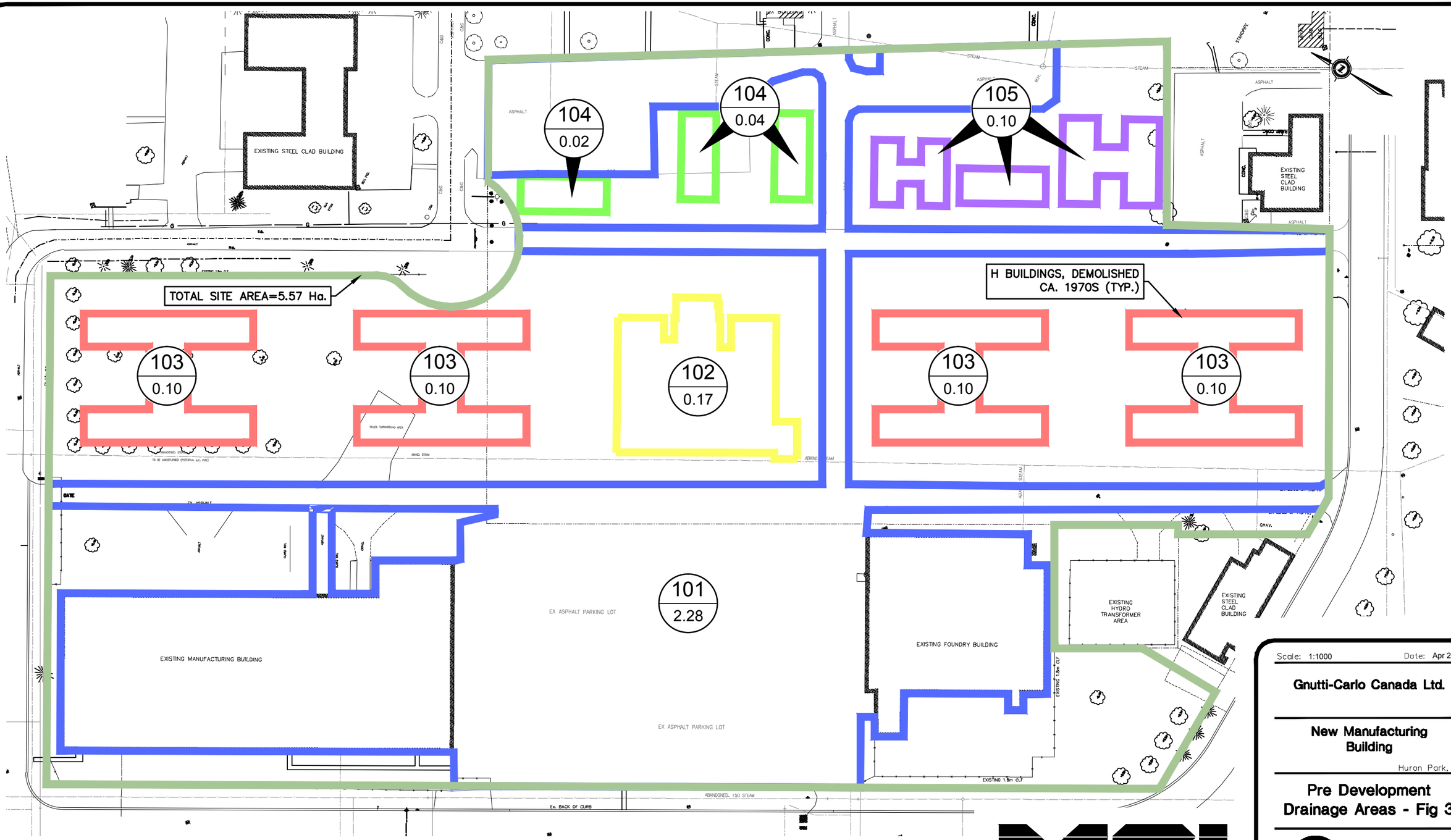
STORAGE VOLUME CALCULATION

Modified Rational Method used to determine storage volume:

Q=CiA/360

100 YEAR EVENT		
A	1560.739	i=A/(t+B)^C
B	12.129	
C	0.767	

TIME	i 100YR	INFLOW (m3/sec)		ACCUMULATED RUNOFF VOLUME (m3)		2YEAR ALLOWABLE RELEASE VOL. (m3)		REQ'D STORAGE (m3)		
(MIN.)	(mm/hr)	ROOF	SURFACE	ROOF	SURFACE	ROOF	SURFACE	ROOF	SURFACE	TOTAL
10	145.1	0.000	0.337	0.0	202.5	0.0	54.2	0.0	148.2	
15	124.1	0.000	0.289	0.0	259.7	0.0	81.3	0.0	178.4	
20	109.0	0.000	0.253	0.0	304.2	0.0	108.4	0.0	195.8	
25	97.6	0.000	0.227	0.0	340.3	0.0	135.5	0.0	204.8	
30	88.6	0.000	0.206	0.0	370.7	0.0	162.6	0.0	208.0	
35	81.3	0.000	0.189	0.0	396.8	0.0	189.7	0.0	207.1	
40	75.2	0.000	0.175	0.0	419.7	0.0	216.8	0.0	202.9	
45	70.1	0.000	0.163	0.0	440.2	0.0	243.9	0.0	196.2	
50	65.7	0.000	0.153	0.0	458.6	0.0	271.1	0.0	187.5	
55	62.0	0.000	0.144	0.0	475.4	0.0	298.2	0.0	177.2	208.0
60	58.6	0.000	0.136	0.0	490.8	0.0	325.3	0.0	165.5	
65	55.7	0.000	0.129	0.0	505.0	0.0	352.4	0.0	152.7	
70	53.1	0.000	0.123	0.0	518.3	0.0	379.5	0.0	138.8	
75	50.7	0.000	0.118	0.0	530.7	0.0	406.6	0.0	124.1	
80	48.6	0.000	0.113	0.0	542.4	0.0	433.7	0.0	108.7	
85	46.7	0.000	0.109	0.0	553.4	0.0	460.8	0.0	92.6	
90	44.9	0.000	0.104	0.0	563.8	0.0	487.9	0.0	75.9	
95	43.3	0.000	0.101	0.0	573.7	0.0	515.0	0.0	58.7	
100	41.8	0.000	0.097	0.0	583.1	0.0	542.1	0.0	41.0	
105	40.4	0.000	0.094	0.0	592.1	0.0	569.2	0.0	22.9	



101 — SUB–CATCHMENT NUMBER
0.131 — AREA (ha.)

MCI DESIGN-BUILD CORPORATION
2081 OXFORD STREET E., LONDON ON TEL: 519-453-3979

Scale: 1:1000 Date: Apr 2018

Gnutti-Carlo Canada Ltd.

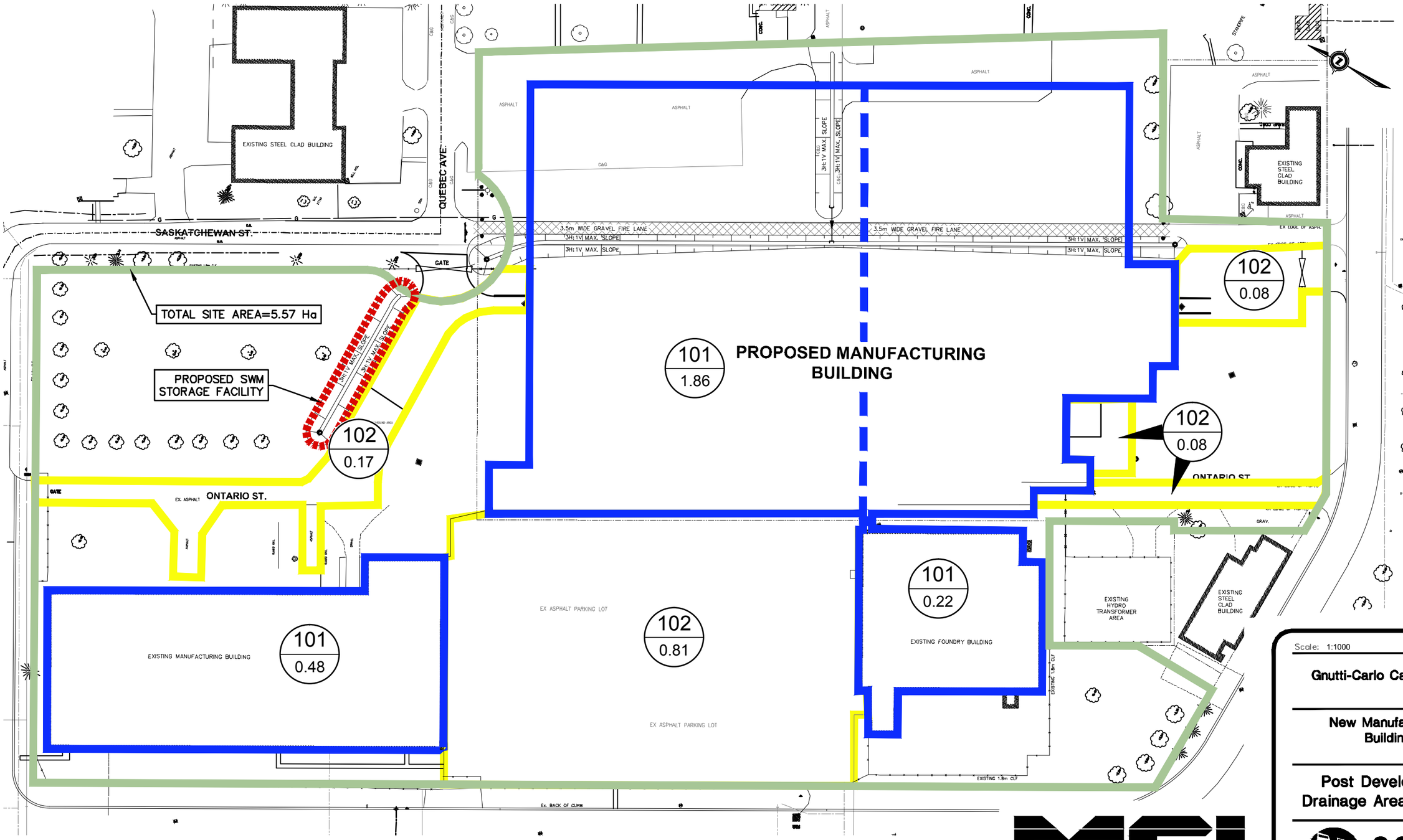
New Manufacturing Building

Huron Park, ON

Pre Development Drainage Areas - Fig 3

MTE
Engineers | Scientists | Surveyors

Project No.: 43405-300



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Scale: 1:1000 Date: Apr 2018

Gnutti-Carlo Canada Ltd.

New Manufacturing Building

Huron Park, ON

Post Development Drainage Areas - Fig 4

MTE
Engineers | Scientists | Surveyors

Project No.: 43405-300

The Corporation of The Municipality of South Huron

By-Law # 42-2018

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 May 7, 2018 Regular Council Meeting 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 7th day of May, 2018

Read a third time and passed this 7th day of May, 2018

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk