



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

Monday, June 4, 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. Meeting Called To Order

Welcome &O Canada

2. Public Meeting

Recommendation:

That South Huron Council adjourn at p.m. for the purpose of a Public Meeting pursuant to the Planning Act for a proposed zoning amendment and Official Plan amendment.

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

8.4.3, 8.4.4 and 8.4.5 - Addition of Staff Reports

12.9 and 12.10 - Communications

Recommendation:

That South Huron Council approves the Agenda as amended.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Delegations

5.1 Jenni Boles, Huron County Library

1

Recommendation:

That South Huron Council receives the delegation as presented from the Huron County Library by Jenni Boles, Branch Manager.

- 5.2 Tanya Sangster, Huron County Health Unit 36

Recommendation:

That South Huron Council receives the delegation as presented from the Huron County Health Unit by Tanya Sangster, Public Health Manager and Michelle Carter, Public Health Nurse.

6. Minutes

- 6.1 Minutes of the Regular Council Meeting of May 22, 2018 49

Recommendation:

That South Huron Council adopts the minutes of the Regular Council Meeting of May 22, 2018, as printed and circulated.

- 6.2 Minutes of Public Meeting of May 22,2018 63

Recommendation:

That South Huron Council adopts the minutes of the Public Meeting of May 22, 2018, as printed and circulated.

- 6.3 Minutes of the Committee Of the Whole of May 17,2018 66

Recommendation:

That South Huron Council adopts the minutes of the Committee of the Whole Meeting of May 17, 2018, as printed and circulated.

7. Councillor Board and Committee Reports

- 7.1 Kirkton Woodham Swim Pool Committee - Minutes of January 24, 2018 69

- 7.2 Upper Thames River CA - Minutes of April 24, 2018

Minutes of the April 24, 2018 meeting can be viewed at the link below.

<http://thamesriver.on.ca/wp-content/uploads/Publications/BOD-April24-2018.pdf>

- 7.3 Community Hub/Recreation Project Steering Advisory Committee - Minutes of May 8, 2018 73

Recommendation:

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

- Kirkton Woodham Community Pool Committee minutes of January 24, 2018;
- Upper Thames River Conservation Authority minutes of April 24, 2018
- Community Hub/Recreation Project Steering Advisory Committee minutes of May 8, 2018.

- 7.4 Community Hub Recreation Steering Committee - Motions brought forward from May 29, 2018 meeting 76

Recommendation:

That South Huron Council accept the recommendation of the Community Hub/Recreation Project Steering Committee and approve the Draft Communications Strategy as presented.

Recommendation:

That South Huron Council accept the recommendation of the Community Hub/Recreation Project Steering Committee to recruit a project manager in 2018.

- 7.5 Exeter Rodeo Committee - Motion brought forward from May 12, 2018 meeting 79

Recommendation:

That South Huron Council accept the recommendation from the Exeter Rodeo Committee to permit beverage service under the auspices of an extension to the South Huron Recreation Centre permanent liquor licence.

8. Staff Reports

8.1 Planning

- 8.1.1 S. Smith, Huron County Planner - Consent (C30-2018) 80
Application Hensall District Co-operative (Monteith Brown)

Recommendation:

That South Huron Council recommends to Huron County Council that Consent for file C30/2018 be granted with conditions as set out in the Planner's report dated May 28, 2018.

8.2 Financial Services

- 8.2.1 S. Becker, Director of Financial Services - 2018 Capital 88
Progress Report – May

Recommendation:

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2018 Capital Progress Report – May completed as of May 23, 2018 for information only.

8.3 Operations and Infrastructure

- 8.3.1 D. Giberson, Director of Operations and Infrastructure - 2017 99
Annual Closed Stephen Landfill Status Report

Recommendation:

That South Huron Council receive the report from D. Giberson, Environmental Services Director Re: 2017 Annual Closed Stephen Landfill Status Report.

8.4 Administration

- 8.4.1 J. Fields, Community Services Manager - YMCA Summer Camp at Huron Park Proposal 104

Recommendation:

That South Huron Council receives the report from J. Fields, Community Services Manager re: YMCA Summer Camp Proposal for Huron Park; and

That the South Huron contribution to the delivery of the YMCA Summer Camp Program at Huron Park be the use of the Stephen Arena facilities with the associated fees being waived.

- 8.4.2 D. Best, Chief Administrative Officer - Special Events Policy 118

Recommendation:

That the report of D. Best, Chief Administrative Officer dated June 4, 2018 regarding the Special Events Policy be received; and

That Council approve the Special Events Policy as presented; and

That the necessary By-law be forwarded to Council for the required three readings; and

That Schedule "B" of By-law 34-2015 be amended to include the following administration fees for Special Events:

Size of Event	Amount
Administration Fee (non refundable and cannot be waived)	\$50.00
Moderate Event (50-999)	\$50.00
Major Event (over 1000)	\$500.00

- 8.4.3 *D. Best, Chief Administrative Officer - Market and Feasibility Study Community Hub/Recreation Centre RFP Results* 130
- Recommendation:**
That the report of Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Market and Feasibility Study Community Hub/Recreation Centre Request for Proposal (RFP) results be received; and
- That Council authorize the award of RFP-005-2018 to LeisurePlan International in the amount of \$34,600 plus HST to proceed with the Market and Feasibility Study for the Community Hub/Recreation Centre.
- 8.4.4 *D. Best, Chief Administrative Officer - Main Street Revitalization Initiative* 133
- Recommendation:**
That the report from Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Main Street Revitalization Initiative be received; and
- That Council authorize staff to proceed with grant funding.
- 8.4.5 *D. Best, Chief Administrative Officer - Alcohol Risk Management Policy* 137
- Recommendation:**
That the memo of Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Alcohol Risk Management Policy be received; and
- That Council approve the Alcohol Risk Management Policy as presented; and
- That the necessary By-law be forwarded to Council for the required three readings; and
- That Staff review Schedule E of By-law 34-2015 and bring back a subsequent report respecting the provision and sale of alcohol at municipal facilities.

9. Deferred Business

156

Recommendation:

That South Huron Council take from the table motion 256-2018 regarding Jessica's House in-kind donation request.

Recommendation:

That South Huron Council support an in-kind donation for up to 2 thousand dollars to Jessica's house.

10. Notices of Motion11. Mayor & Councillor Comments and Announcements12. Communications

- | | | |
|------|--|-----|
| 12.1 | Minister of Seniors Affairs - June is Senior's Month | 157 |
| 12.2 | Municipality of Bluewater - Notice of Public Open House and Public Meeting | 158 |
| | Draft amendment is available online at:
http://www.municipalityofbluewater.ca/Public/Official-Plan | |
| 12.3 | Bluewater Recycling Association - Meeting Highlights May 17, 2018 | 159 |
| 12.4 | Huron County Distribution Centre - "Better Together" Gala Invitation | 172 |
| 12.5 | North Huron Invitation to Municipal Night - Blyth Festival | 173 |
| 12.6 | Exeter Legion - Request for extension of Liquor Licence - Canada Day | 174 |
| 12.7 | Clayton and Jane Hefley - Water Billing Request for Relief | 175 |
| 12.8 | City of Quinte West - Resolution - Cannabis Grace Period Request | 176 |
| 12.9 | <i>Lake Huron and Elgin Area Water Supply Systems - Invitation - Information Sessions</i> | 177 |

- 12.10 *Paul Spriet -- Request for extension of Liquor Licence - Mopar Canadian Superbike Championship*

179

Recommendation:

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

13. Closed Session

14. Report From Closed Session

15. By-Laws

- 15.1 By-Law No. 49-2018 - Farm Land Lease Agreement - Becker

180

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #49-2018, being a by-law authorizing entering into a land lease agreement between the Municipality of South Huron and Michael Becker to rent municipal lands within the site located adjacent to the South Huron Landfill Site, 71230 Ausable Line, Municipality of South Huron (Stephen Ward).

- 15.2 By-Law No. 50-2018 - Official Plan Amendment No. 13 - 2326767 Ontario Inc.(Watson)

187

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law No. 50-2018 being a By-law to amend the South Huron Official Plan on the lands described as Con LRE W Part Gore Lot 7 as RP22R4348 Part 1, Stephen Ward, Municipality of South Huron.

- 15.3 By-Law No. 51-2018 - Rezoning By-Law - 2326767 Ontario Inc. (Watson)

195

First and Second Reading Only

Recommendation:

That the South Huron Council gives first and second reading to By-Law 51-2018, being a By-law to amend By-Law #12-84, being the Zoning By-Law for the former Township of Stephen for lands known as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Stephen Ward, Municipality of South Huron.

- 15.4 By-Law No. 52-2018 - Special Events By-Law 200

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #52-2018, being a by-law to Regulate and Govern the Holding of Special Events in the Municipality of South Huron, and to Establish a License System for Special Events.

- 15.5 By-Law No. 54-2018 - Main Street Revitalization 215

Recommendation:

That South Huron Council gives first, second, third and final reading to By-Law #54-2018, being a by-law to authorize an Agreement with The Association of Municipalities of Ontario for the Ontario's Main Street Revitalization Initiative Transfer Payment Agreement.

16. Confirming By-Law

- 16.1 By-Law No. 55-2018 – Confirming By-Law 235

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #55-2018, being a by-law to confirm matters addressed at the June 4, 2018 Council meetings.

17. Adjournment

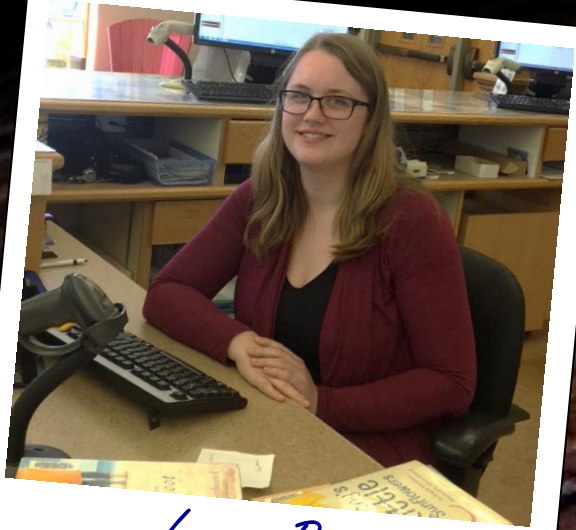
Recommendation:

That South Huron Council hereby adjourns at _____ p.m., to meet again on June 18, 2018 at 6:00 p.m. or at the Call of the Chair.

Huron County Library

South Huron Programs & Services





Laura Bere



Cheryl Rau



Val Pratt



Jenni Boles



Cheryl Redegeld



Caroline Nightingale



Avery Greaves

Our role as the library is to be a part of the communities that we are in.

This includes outreach such as...



May 16
June 20
July 18
August 15

Story Time At Exeter Villa

3rd Wednesday of the month
10:00 am - 11:00 am

Join the library and Huron EarlyON as we celebrate the love of reading and play that connects generations within our community.

Limited space! Monthly registration required.
Ages 0-6





Teddy Bear Picnic at Huron Park!

Thursday, May 3
10:00 am - 11:00 am

Join New Outlook & the Exeter Library
at the Play Equipment in Huron Park
for food, stories and fun activities!

Don't forget your teddy bear!





Storytime Trail



Once upon a time ...



... there was a nature trail that meandered through tall trees, beside a beautiful river. Children travelled along the trail with their parents, grandparents and friends to read amazing stories. They ran eagerly from one reading post to the next to see how the tales would continue. Along the way, they listened to the birds, breathed in the fresh air and got stronger each day. The children went to bed peacefully at night, tired from their exercise in the great outdoors and dreamed of the wonderful stories that now filled their heads. The adults also slept well for they had taken a break from sidewalks and screens and enjoyed nature the way they did when they were kids.

And, they lived happily ever active.





The Exeter Christmas Festival





The Kirkton Fair



...and building partnerships to create strong programs and services in our community space, while also supporting organizations outside of our walls.



Tween Scene Art Nights @ Exeter Library



Drawing Skills
January 25



Graffiti
February 22



Acrylic Painting
March 29



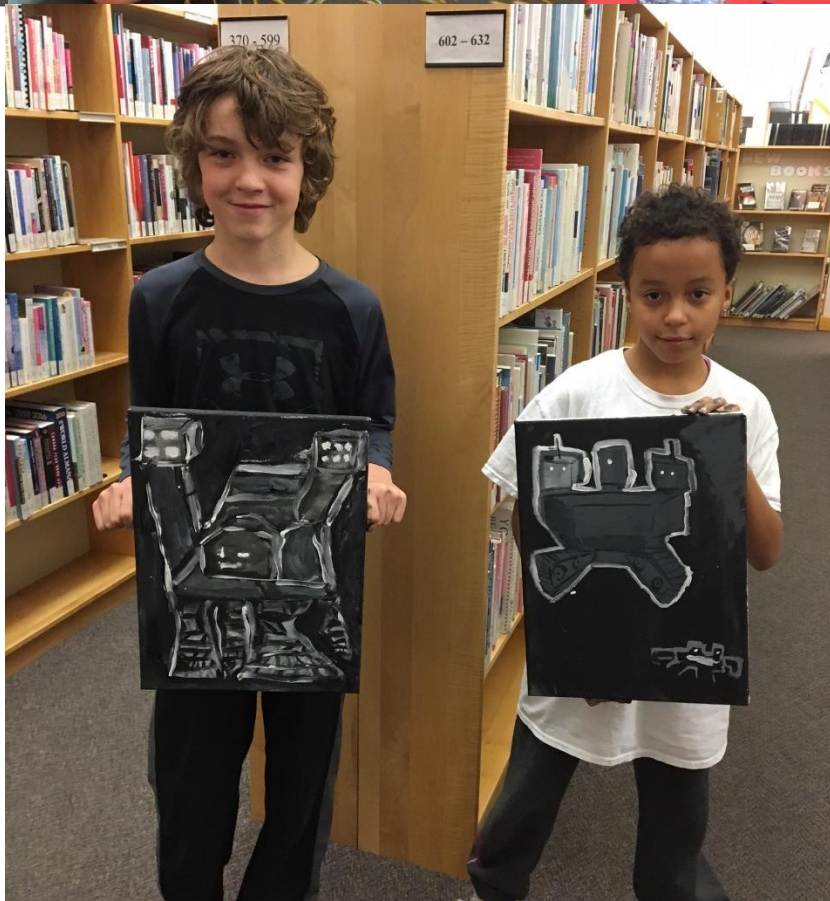
Street Art
(Take it Outside!)
May 3

FOR AGES 9-14
LAST THURSDAY
OF THE MONTH
6:00 PM-8:00 PM

Registration Required. \$10 per session.

Will Graham from Neon Crab Tattoo & Piercings in London shares his tricks & techniques to create cool art.

Sponsored by Trivitt Memorial Church & the Friends of the Exeter Library.



Exeter Branch Library
330 Main St. S.
P.O. Box 609
Exeter, Ontario N0M 1S6 | 519.235.1890
<http://www.huroncounty.ca/library/>



Communities in Bloom & Ausable Bayfield Conservation Authority

tripadvisor®



for Business Promotion

Monday, March 6

6:00 pm - 7:00 pm

In partnership with the Exeter BIA &
South Huron Chamber of Commerce.

Contact the library to register.

Get learning ONLINE

Join us to find out how we can inspire you



Where? Exeter Library

When? September 20, 2017

from 10:00 a.m. - 12:00 p.m.

For more information or to book an appointment,
contact **Heather Huff**, Online Learning
Recruitment Officer, at **1-855-656-1232** or e-mail
huronbluewater@contactnorth.ca.

Spring 2018 Free Tax Clinics



Huron & Perth Early ON





Exeter Lioness Club



TD Summer Reading Club
Wrap-Up BBQ
&
Registration Location for
Easter in the Park

We invite others into our space
because the library belongs to all
of us.



Big Brothers Big Sisters



*Joyful * Noise*

COFFEE HOUSE

■ MARCH 21, 2015 ■

EXETER PUBLIC LIBRARY FROM 1 - 4 PM

A decorative graphic featuring coffee beans scattered on a dark wooden surface. The beans are arranged in a cluster on the right side, and a few are scattered on the left. The background is a dark wood grain.





EXETER BRANCH



Returning
for a 2nd
week!

GAY-STRAIGHT ALLIANCE

Saturday, Feb. 28
2:00 pm - 3:00 pm

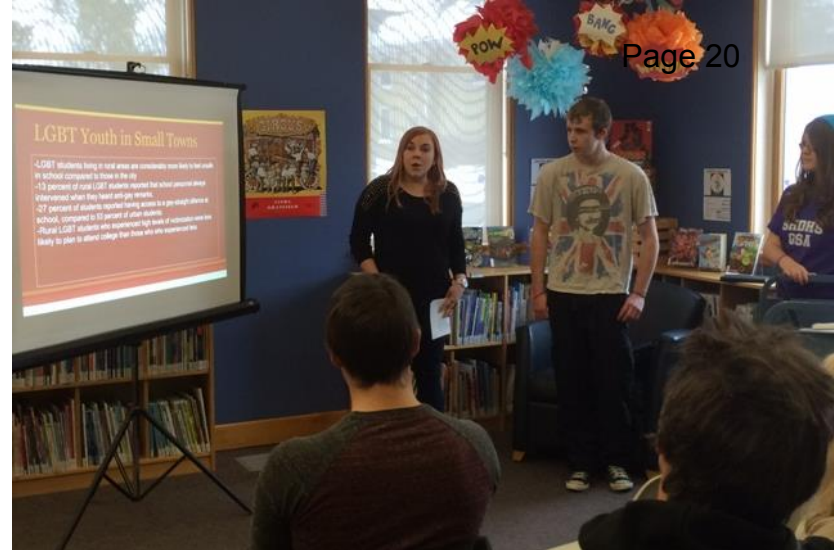
What happens when you learn a friend or child is gay? This forum includes resources for parents & allies to help build better knowledge & acceptance of all youth & adults in our community.

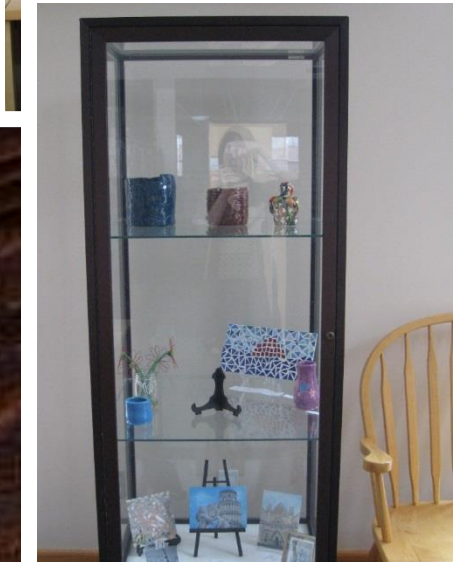
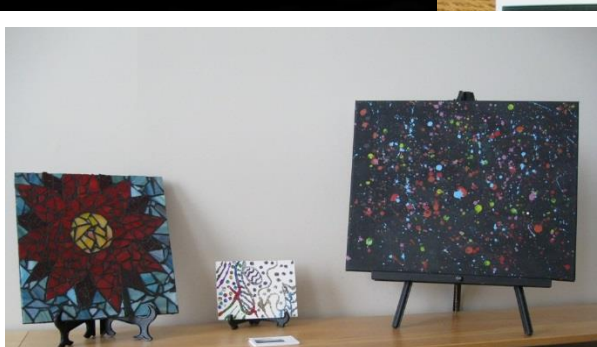
Gender & Sexuality for Youth & Adults: A Community Forum



www.huroncounty.ca/library

330 Main Street, South
Exeter, ON N0M 1S6
519.235.1890
exeterlibrary@huroncounty.ca



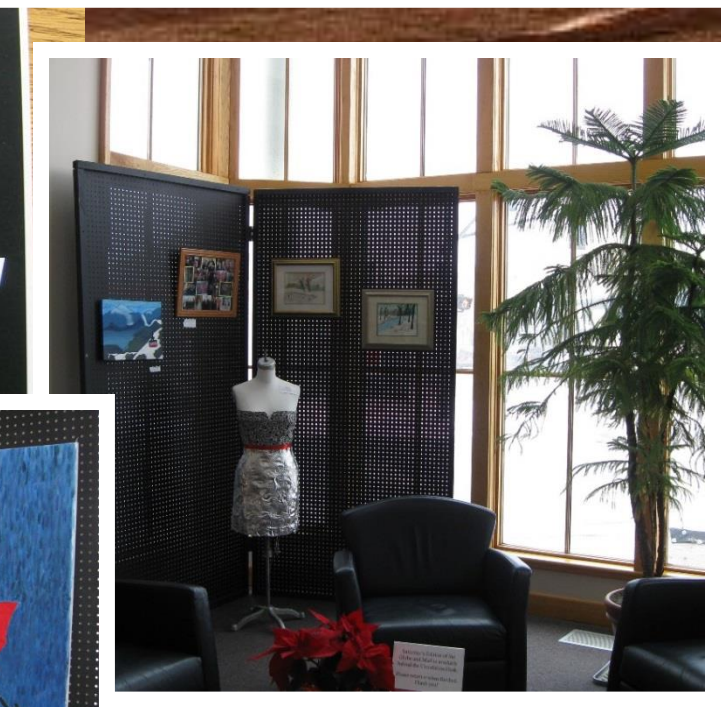

A row of four artwork panels. From left to right: a colorful abstract piece, a portrait of a man with a beard, a man in a vest holding a sword, and a man in a dark coat.

g¹²

SHDHS GRADUATION ART SHOW

HOSTED BY THE EXETER PUBLIC LIBRARY

JANUARY 22 - MID-FEBRUARY





Fidget Makers

Last Wednesday of Each Month
@ Exeter Library
10:00 am - 12:00 pm

Help those struggling with dementia and Alzheimer's disease by helping to make activity aprons for Huron County nursing homes.

No sewing experience necessary.
Coffee and muffins provided.



Exeter Branch Library

330 Main St. S.
P.O. Box 609
Exeter, Ontario N0M 1S6 | 519.235.1890
<http://www.huroncounty.ca/library/>



Art aRound Town Exhibits & Classes

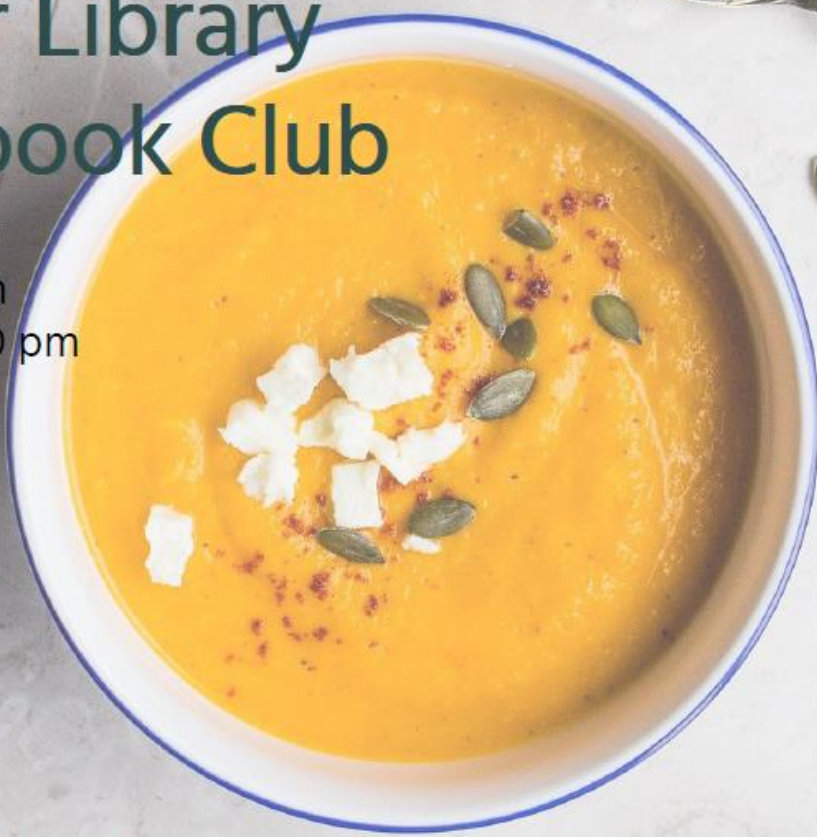


Exeter Library Cookbook Club

3rd Thursday of the month
6:30 pm-8:00 pm

- May 17
- June 21
- July 19
- August 16

Are you a foodie or strive to be one?
Interested in upping your culinary game?
This social group reviews recipes from cookbooks & shares valuable cooking tips & tricks. Best of all is the taste testing!



Exeter Branch Library
330 Main St. S.
P.O. Box 609
Exeter, Ontario N0M 1S6 | 519.235.1890
<http://www.huroncounty.ca/library/>



Free Tech Lessons @ the Library

Exeter

(519-235-1890)

Mondays

6:00 pm

6:30 pm

7:00 pm

Hensall

(519-262-2445)

Thursdays

6:00 pm

6:30 pm

7:00 pm

Kirkton

(519-229-8854)

Thursdays

6:00 pm

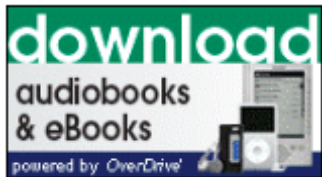
6:30 pm

7:00 pm

Book a 1/2 hour lesson to get help with your digital questions about handheld devices, laptops, computers or social media. Lessons can be booked at any of the 3 branches for any branch.

**Lessons are limited to the technical knowledge of library staff. Hardware issues or highly specific questions may require the assistance of qualified computer service technicians.*

We work hard to bring a variety of materials to our patrons beyond the books that are on our shelves.



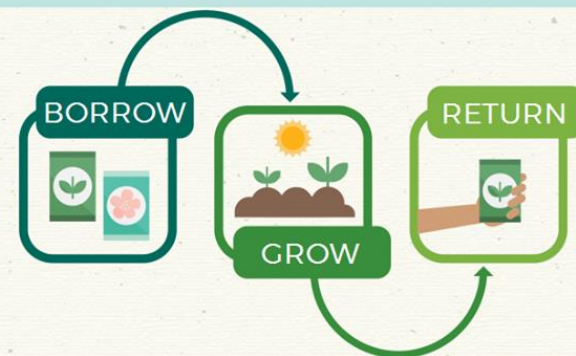
WI-FI Hubs

Now Available for lending @ Huron County Libraries!

Check out your local branch for more information!



Huron County Library SEED LIBRARIES



Check out free seeds with your library card!
 Seed libraries are found in Alice Munro, Blyth, Brussels, Clinton, Exeter, Goderich, Hensall and Kirkton Branches.

S
 science

T
 technology

E
 engineering










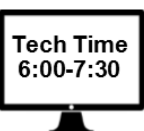








A
 art

M
 math

This keeps us very busy...

EXETER BRANCH

April Schedule

Sunday 1:00-5:00	Monday 1:00-8:00	Tuesday 1:00-8:00	Wednesday 10:00-5:00	Thursday 1:00-8:00	Friday 10:00-5:00	Saturday 10:00-5:00	
1 Easter 	2 Easter Monday	3 Library @ Huron Park 9:30 am Mother Goose 1:30-2:30 <i>Cursive Club</i>	4  Craftermornings 3:30-4:30	5 Early ON Kirkton Play & Read 10:00 am	6 Storytime 11:00 am Tax Help Clinic 11-4 2:00 pm 	7 Author Rick Hundey 1:30 pm	
8 LEGO™ (during open hours) 	9  Tech Time 6:00-7:30	10 Early ON Mother Goose 1:30-2:30 <i>Cursive Club</i>	11  Craftermornings 3:30-4:30	12	13 Storytime 11:00 am 	14 LEGO™ (during open hours) 	
15 LEGO™ (during open hours) 	16  Tech Time 6:00-7:30	17 Early ON Mother Goose 1:30-2:30 <i>Cursive Club</i>	18 Storytime At the Villa 10:00 am Craftermornings 3:30-4:30	19 Cookbook Club 6:30-7:30 Early ON Kirkton Play & Read 10:00 am	20 Storytime 11:00 am 	21 Tax Help Clinic	
22 LEGO™ (during open hours) 	23  Staff Training	24 Library @ Huron Park 9:30 am Mother Goose 1:30-2:30 <i>Cursive Club</i>	25 Craftermornings 3:30-4:30  Fidget Makers 10-12	26	27 Storytime 11:00 am 	28 LEGO™ (during open hours) 	
29 Children's Gratitude workshop 1:30-3	30 Tech Time 6:00-7:30  6:30 pm	31 Early ON Mother Goose 1:30-2:30 <i>Cursive Club</i>	Kirkton Library Hours: Tuesday 10-5 Thursday 1-8 Saturday 9-12 Play & Read w/ Huron EarlyON - Apr 5 & 19 @ 10:00 am Tech Time - Thursdays, 6:00 - 7:00 pm			 Don't forget to visit the Storytime Trail!	

AFTER HOURS MOVIE NIGHT!
Tuesday, April 24 at 8:00 pm
CALL OF THE FOREST

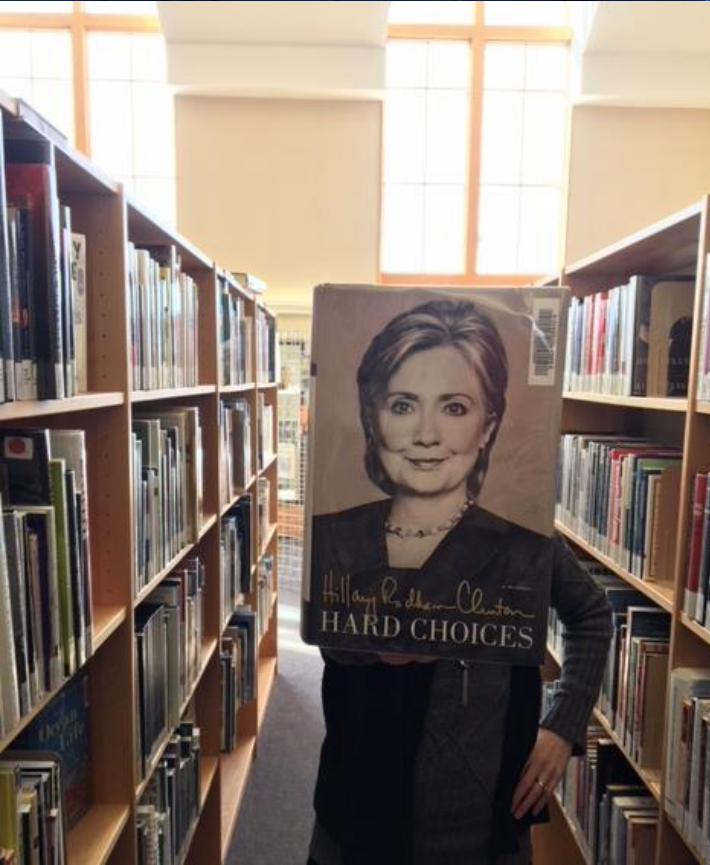
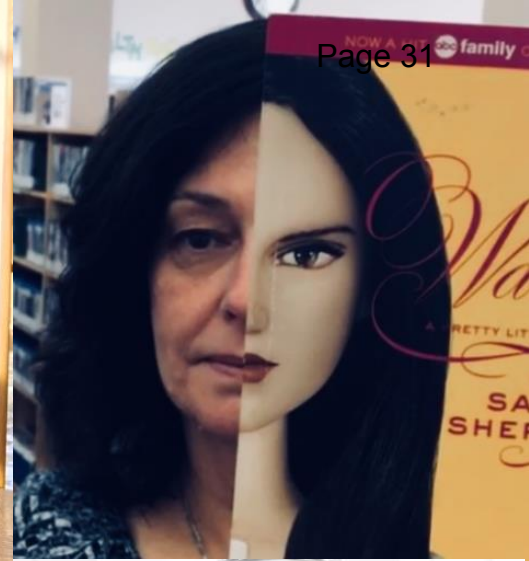
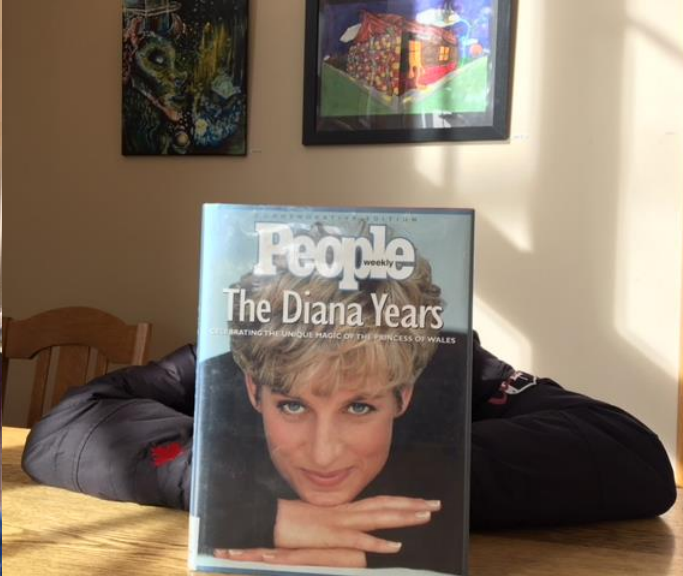
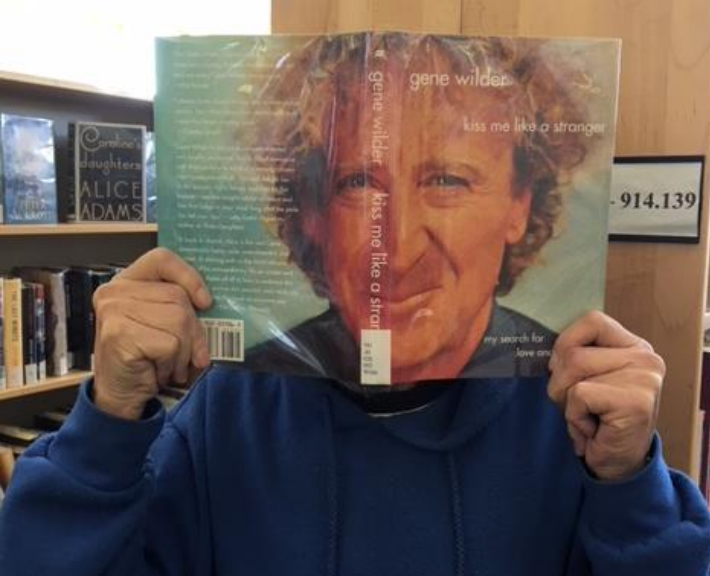


330 Main Street, South
Exeter, ON N0M 1S6
519.235.1890
exeterlibrary@huroncounty.ca



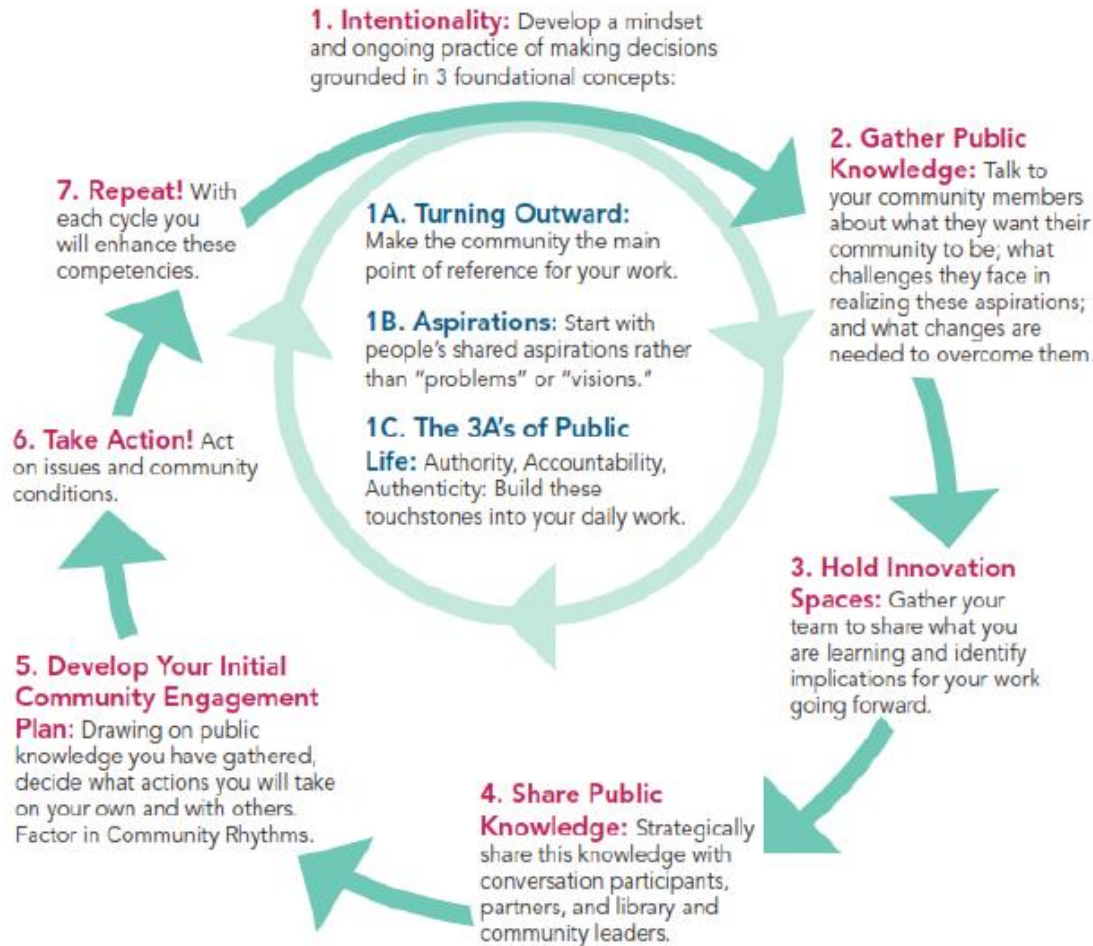
www.huroncounty.ca/library

...so we make sure to have lots of fun, too!



An enhanced approach to library service is emerging...





Libraries Transforming Communities Timeline

- Alice Munro Library in Wingham currently in pilot
- Training – Summer, 2018
- Goderich, Seaforth, Brussels – Fall, 2018
- **Exeter**, Clinton, Zurich, Bayfield, – Winter, 2019

Thank you!



HARM REDUCTION IN HURON

TANYA SANGSTER – PUBLIC HEALTH MANAGER

MICHELLE CARTER – PUBLIC HEALTH NURSE

HURON COUNTY HEALTH UNIT

SOUTH HURON COUNCIL: JUNE 4TH, 2018

HURON COUNTY HEALTH UNIT

HARM REDUCTION PROGRAM

Harm reduction strategies surrounding drug use recognize that abstaining from drugs may not be realistic or even desirable for everyone.

Harm reduction strategies are community-based, user-driven, non-judgmental and address systems that isolate and marginalize individuals.

HURON COUNTY HEALTH UNIT

The key issues related to harm reduction and drug misuse include:

- Improving access to services providing sterile, single-use supplies
- Educating individuals about safer drug use practices to reduce risky behaviour
- Preventing transmission of blood-borne viruses and pathogens between individuals eg. HIV, hepatitis C and B and various sexually transmitted infections
- Reducing the risk of overdose through distribution of prevention kits

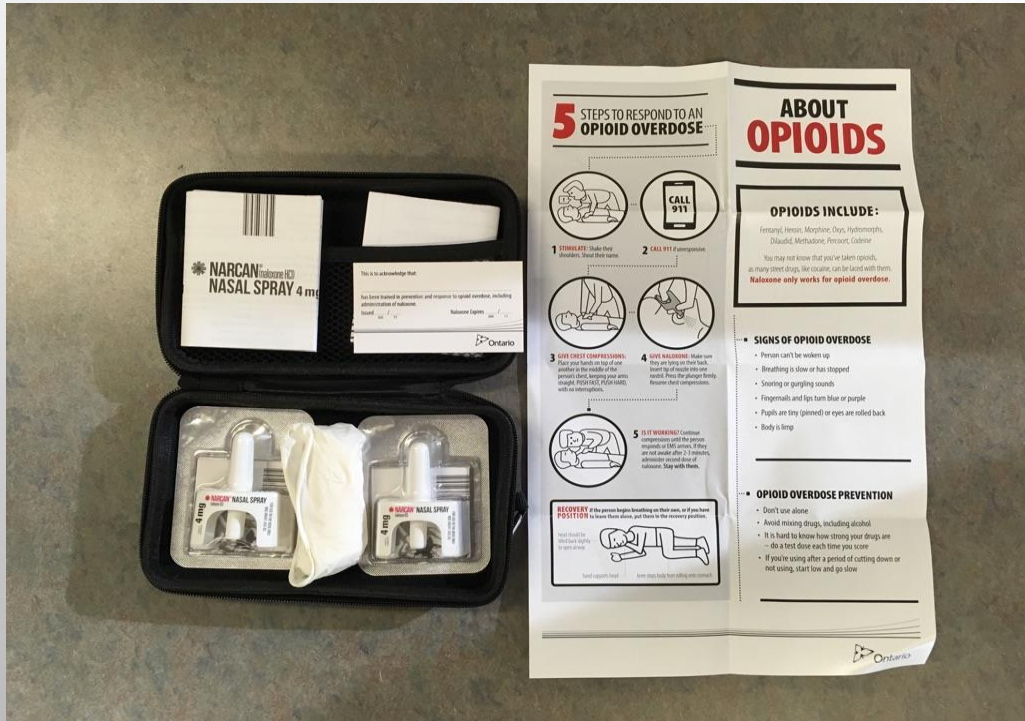
-

Ontario Harm Reduction 2013



[HTTPS://WWW.HURONHEALTHUNIT.CA/HEALTH-TOPICS/NEEDLE-EXCHANGE/](https://www.huronhealthunit.ca/health-topics/needle-exchange/)

NALOXONE KITS



NALOXONE AVAILABILITY IN EXETER

EXETER GUARDIAN PHARMACY (*INJECTION ONLY*) 44 THAMES RD. E., EXETER

HANSEN'S DRUGSTORE PHARMACY (*NASAL SPRAY ONLY*) 62 THAMES RD. E., EXETER

HURON APOTHECARY (*NASAL SPRAY & INJECTION*) 440 MAIN ST. S., EXETER

SAFE HANDLING

[HTTPS://WWW.HURONHEALTHUNIT.CA/HEALTH-TOPICS/INJURY-PREVENTION/FOUND-SHARPS-OR-NEEDLES/](https://www.huronhealthunit.ca/health-topics/injury-prevention/FOUND-SHARPS-OR-NEEDLES/)

OPTIONS FOR SAFE DISPOSAL

Local pharmacies in a sharps container

Disposal drop box Kiosk at HCHU

Central Huron Landfill in Holmesville until June 2018

SAFE DISPOSAL



MOVING FORWARD

- RECOMMENDATIONS
- THAT SOUTH HURON ACCEPT A LARGE DISPOSAL KIOSK FROM THE HURON COUNTY HEALTH UNIT TO PLACE ON MUNICIPAL PROPERTY FOR THE SAFE DISPOSAL OF SHARPS.
- THAT SOUTH HURON SECURE AN ONGOING CONTRACT WITH A PROVIDER FOR DISPOSAL OF HAZARDOUS SHARPS.

QUESTIONS?

CONTACT

TANYA SANGSTER – TSANGSTER@HURONCOUNTY.CA

MICHELLE CARTER – MICARTER@HURONCOUNTY.CA



**Corporation of the Municipality of South Huron
Minutes for the Regular Council Meeting**

**Tuesday, May 22, 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
Don Giberson, Environmental Services Director
Sarah Smith, Huron County Planner
Megan Goss, Human Resources Coordinator & Assistant to the CAO
Rebekah Msuya-Collison, Clerk

1. Meeting Called To Order

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

2. Public Meeting

Motion: 237-2018

Moved: D. Frayne

Seconded: M. Vaughan

That South Huron Council adjourn at 6:03 p.m. for the purpose of a Public Meeting pursuant to Section 34 of the Planning Act for proposed zoning amendments.

Disposition: Carried

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

Motion: 238-2018

Moved: C. Hebert

Seconded: T. Tomes

That South Huron Council approves the Agenda as presented.

Disposition: Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Delegations

6. Minutes

6.1 Minutes of the Regular Council Meeting of May 7, 2018

Motion: 239-2018

Moved: M. Vaughan

Seconded: T. Tomes

That South Huron Council adopts the minutes of the Regular Council Meeting of May 7, 2018, as printed and circulated.

Disposition: Carried

6.2 Minutes of the Committee of the Whole Meeting of May 1, 2018

Motion: 240-2018

Moved: W. DeLuca

Seconded: T. Oke

That South Huron Council adopts the minutes of the Committee of the Whole Meeting of May 1, 2018, as printed and circulated.

Disposition: Carried

7. Councillor Board and Committee Reports

7.1 Minutes of the Police Services Board Meeting of April 10, 2018

7.2 Minutes of the Community Hub/Recreation Project Steering Advisory Committee Meeting of April 24, 2018

Councillor DeLuca noted spelling "there" should be "their" in item 6.3 of the minutes.

Council discussed the red items in item 7 of the Work Plan Review, the Market/Feasibility Study RFP which is closing this week and the timeline for the consultant to have information back to the Committee. A Communication Strategy was brought to the May 8th meeting and will be brought forward to Council.

It was noted that the May 22nd meeting has been changed to May 29th.

Motion: 241-2018

Moved: M. Vaughan

Seconded: W. DeLuca

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

- **Police Services Board - Minutes of April 10, 2018;**
- **Community Hub/Recreation Project Steering Advisory Committee - Minutes of April 24, 2018**

Disposition: Carried

8. Staff Reports

8.1 Planning

8.2 Financial Services

8.3 Environmental Services

8.3.1 D. Giberson, Environmental Services Director - Tender for Lease of Surplus Farm Land at South Huron Landfill Site

Motion: 242-2018

Moved: D. Frayne

Seconded: T. Oke

That South Huron Council receive the report from D. Giberson, Environmental Services Director re: Tender for Lease of Surplus Farm Land at South Huron Landfill Site; and

That South Huron Council accept the tender received from the high bidder, Michael Becker, in the amount of \$380.00 per acre (plus HST) and authorize the Mayor and Clerk to execute a

farm land lease agreement for 45 acres of surplus farmable land at the South Huron Landfill Site property.

Disposition: Carried

- 8.3.2 D. Giberson, Environmental Services Director - Ministry of the Environment and Climate Change 2017 Inspection Report for the Exeter Wastewater Treatment Facility

Motion: 243-2018

Moved: M. Vaughan

Seconded: D. Frayne

That South Huron Council receive the report from D. Giberson, Environmental Services Director RE: Ministry of the Environment and Climate Change 2017 Inspection Report for the Exeter Wastewater Treatment Facility.

Disposition: Carried

- 8.3.3 D. Giberson, Environmental Services Director - 2017 Annual South Huron Landfill Status Report

Council discussed the estimated 19 more years of capacity for the existing serviced area, the approval process and clarification from the Mid-Huron Group.

Motion: 244-2018

Moved: W. DeLuca

Seconded: M. Vaughan

That South Huron Council receive the report from D. Giberson, Environmental Services Director Re: 2017 Annual South Huron Landfill Status Report.

Disposition: Carried

- 8.3.4 D. Giberson, Environmental Services Director - 2018 OCIF Top-Up Application Funding

Motion: 245-2018

Moved: D. Frayne

Seconded: C. Hebert

That South Huron Council receive the report from D. Giberson, Environmental Services Director re: 2018 OCIF Top-Up Application Funding; and

That South Huron Council endorses the Exeter Wastewater Treatment Facility Upgrades as the top priority project for the 2018 Intake of the Ontario Community Infrastructure Fund Top-Up Application Funding program.

Disposition: Carried

8.4 Community Services

8.5 Development Services

8.6 Emergency Services

8.6.1 A. Baird, Fire Chief - Mandatory Firefighter Certification, Community Risk Assessments and Public Reporting

Motion: 246-2018

Moved: W. DeLuca

Seconded: C. Hebert

That South Huron Council receives the report, for information only, from A. Baird, Emergency Services Manager, re: Mandatory Firefighter Certification, Community Risk Assessments and Public Reporting.

Disposition: Carried

8.7 Corporate Services

8.7.1 R. Msuya-Collison, Clerk - Appoint Emergency Management Program Committee

Motion: 247-2018

Moved: C. Hebert

Seconded: W. DeLuca

That South Huron Council appoint the Emergency Management Program Committee (EMPC) as required by the

Emergency Management and Civil Protection Act and Regulation 380/04; and

That this Committee consist of 5 individuals. The primary members of the EMPC would be the County CEMC, alternate CEMC/CAO, Mayor, Fire Chief and Environmental Services Director; and

That Council appoint the CEMC to Chair the Committee.

Disposition: Carried

8.7.2 R. Msuya-Collison, Clerk - Complaints and By-Law Summary

Council requested more metrics information on future reports so Council can better measure and assess the process.

Motion: 248-2018

Moved: D. Frayne

Seconded: T. Tomes

That South Huron Council receives the report from R. Msuya-Collison, Clerk re; Complaints and By-Law Summary, for information purposes.

Disposition: Carried

8.8 Administration

8.8.1 M. Goss, Human Resources and Strategic Initiatives Officer - Health and Safety Policy Update

Motion: 249-2018

Moved: T. Oke

Seconded: W. DeLuca

That South Huron Council receives the report from M. Goss, Human Resources and Strategic Initiatives Officer regarding the Corporate Health & Safety Policy; and

That South Huron Council adopt the Draft Corporate Health and Safety Policy as presented.

Disposition: Carried

- 8.8.2 M. Goss, Human Resources and Strategic Initiatives Officer - Appointment of Public Member for Community Hub/Recreation Centre Project Steering Committee

Motion: 250-2018

Moved: D. Frayne

Seconded: M. Vaughan

That South Huron Council accept the recommendation from the recruitment committee to appoint Darlene McKaig as a public member for the Community Hub/Recreation Centre Project Steering Committee.

Disposition: Carried

Mayor Cole introduced Darlene McKaig who was in attendance.

- 8.8.3 D. Best, Chief Administrative Officer - Cannabis Update

Motion: 251-2018

Moved: C. Hebert

Seconded: T. Tomes

That the report of D. Best, Chief Administrative Officer dated May 22, 2018 regarding a Cannabis update be received.

Disposition: Carried

- 8.8.4 D. Best, Chief Administrative Officer - Policing Update – Grants and Safer Ontario Act, 2018

Mayor Cole confirmed that Bill 175 has been passed but implementation may take up to two years.

Motion: 252-2018

Moved: M. Vaughan

Seconded: C. Hebert

That the report from D. Best, Chief Administrative Officer dated May 22, 2018 regarding a policing update be received.

Disposition: Carried

- 8.8.5 D. Best, Chief Administrative Officer - FCM Climate Change Staff Grant

Motion: 253-2018

Moved: T. Oke

Seconded: D. Frayne

That the report of D. Best, Chief Administrative Officer dated May 22, 2018 with respect to the FCM Climate Change Staff Grant be received; and

That Administration be authorized to proceed with an application for funding under the FCM Climate Change Staff Grant.

Disposition: Carried

- 8.8.6 D. Best, Chief Administrative Officer - Cat Voucher Program

Motion: 254-2018

Moved: D. Frayne

Seconded: M. Vaughan

That the report of D. Best, Chief Administrative Officer dated May 22, 2018 regarding a Cat Voucher Program be received; and

That the Cat Voucher Program be approved as outlined in this report; and

That Staff be authorized to enter into an Agreement with East Village Animal Hospital (EVAH) in order to access EVAH services to implement the Cat Voucher Program.

Disposition: Carried

- 8.8.7 D. Best, Chief Administrative Officer - Memo - Support for Jessica's House

Motion: 255-2018

Moved: T. Oke

Seconded: C. Hebert

That South Huron Council receive the memo of D. Best, Chief Administrative Officer re: South Huron Council Support for Jessica's House.

Disposition: Carried

Motion: 256-2018

Moved: T. Oke

Seconded: T. Tomes

That South Huron Council support an in-kind donation for up to two thousand dollars to Jessica's house.

Councillor Oke advised that he would table motion 256-2018 regarding Jessica's House in-kind donation request. A motion was not passed but Council supported this decision until the exact amount for the request is brought back for consideration.

8.8.8 D. Best, Chief Administrative Officer - Memo - Background By-law 47-2018

Council directed the fees noted in the memo be amended by clarifying that the Agricultural Farmer's Market Licence is an annual fee of \$250.00.

Motion: 257-2018

Moved: C. Hebert

Seconded: T. Oke

That South Huron Council receive the memo of D. Best, Chief Administrative Officer re: By-law 47-2018 be received; and

That Schedule B of By-law 34-2015 be amended as presented in the memo and attached to this resolution as Schedule "A" as amended.

Disposition: Carried

9. Deferred Business

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

Deputy Mayor Frayne spoke of a recent presentation at Huron County Council by the Warden of Oxford County. He advised that he will be making a presentation on behalf of the Jones Bridge project to the Exeter Lions Club.

Councillor Vaughan attended the Lake Huron Coastal Conference and updated Council on the concurrent sessions, takeaways and initiatives from partner organizations.

Councillor Tomes commented on Bluewater Recycling Association green initiatives. He asked Council's permission to discuss the closure of Mollard Line.

CAO Best updated Council on the Dashwood Hall project.

Councillor Oke commented that there was a lot of good feedback from the Open House for the Zoning By-law held last week and that the numbers were up from last year for Kirkton Swimming Pool programs registrations.

Mayor Cole advised that she is continuing to work with Huron County Playhouse for Civic Night June 21, 2018. She advised that she is part of a team involved with the Public Health Amalgamation discussions and updated Council on the amalgamation. Mayor Cole advised that her FCM nomination was endorsed by Huron County Council. She advised Council that she contacted the Economic Development Committee about Vacancy Tax Rebate, Zoning By-law and FCM Climate Protection.

12. Communications

12.1 Ministry of Community Safety and Correctional Services - Bill 175, the Safer Ontario Act, 2018

12.2 Ministry of Community Safety and Correctional Services - Policing Grant Programs

12.3 Minister of Seniors Affairs - Ontario Senior Achievement Award

Council directed this information be included in the Hub.

12.4 FCM - Milestone of Recognition Partners for Climate Protection

12.5 OPP - Request for Support of Police-Youth Advisory Council

12.6 Ausable Bayfield Conservation Authority - Request Letter of Support - Yellow Fish Road Program

Council directed Administration to send a letter of support.

- 12.7 Huron County Planning & Development - Invitation - Session on Draft Huron Natural Heritage Plan

Council directed this item be placed in the Hub.

- 12.8 Huron County Museum - Invitation - Exhibit Opening/Taste of Huron Launch

- 12.9 Town of Oakville - Resolution - CN Intermodal Update

- 12.10 Town of Lakeshore - Resolution - Renovation and/or Demolition of Buildings Containing Hazardous Materials

Motion: 258-2018

Moved: C. Hebert

Seconded: W. DeLuca

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

Disposition: Carried

13. Closed Session

14. Report From Closed Session

15. By-Laws

- 15.1 By-Law No. 43-2018 - Post (Hulshof) Rezoning By-Law

Motion: 259-2018

Moved: T. Oke

Seconded: M. Vaughan

That the South Huron Council gives first, second and third and final reading to By-Law #43-2018, being a by-law to amend By-Law #12-84, being the Zoning By-Law for the former Township of Stephen for lands known as Concession 6, Lot 17, Stephen Ward, Municipality of South Huron to permit the temporary use of a garden suite.

Disposition: Carried

- 15.2 By-Law No. 44-2018 - Authorize Agreement Post (Hulshof) Garden Suite

Motion: 260-2018

Moved: D. Frayne

Seconded: W. DeLuca

That the South Huron Council gives first, second and third and final reading to By-Law #44-2018, being a by-law to authorize the signing of an Agreement between the Corporation of the Municipality of South Huron and Silvia and Rick Hulshof.

Disposition: Carried

- 15.3 By-Law No. 45-2018 - Hayter Turkey Farms (Runge) Rezoning By-Law

Motion: 261-2018

Moved: T. Tomes

Seconded: C. Hebert

That the South Huron Council gives first, second and third and final reading to By-Law #45-2018, being a by-law to amend By-Law #12-84, being the Zoning By-Law for the former Township of Stephen for lands known Part Lot 11, Concession 15, Stephen Ward, Municipality of South Huron.

Disposition: Carried

- 15.4 By-Law No. 46-2018 - Emergency Management Program Committee

Motion: 262-2018

Moved: C. Hebert

Seconded: M. Vaughan

That the South Huron Council gives first, second and third and final reading to By-Law #46-2018, being a by-law to appoint the members and the Chair to the Corporation of the Municipality of South Huron Emergency Management Program Committee

Disposition: Carried

15.5 By-Law No. 47-2018 - Hawkers, Peddler and Refreshment Vehicles

Council noted that fees referenced in Section 2.7 of the By-Law and attached to Schedule "B" of By-Law 34-2015 are amended by clarifying Agricultural Farmers Market Annual Fee of \$250.00.

Motion: 263-2018

Moved: T. Oke

Seconded: D. Frayne

That the South Huron Council gives first, second and third and final reading to By-Law #47-2018, being a by-law respecting the issuing of Licences for Hawkers, Peddlers and Refreshment Vehicles within the Municipality of South Huron.

Disposition: Carried

16. Confirming By-Law

16.1 By-Law No. 48-2018 – Confirming By-Law

Motion: 264-2018

Moved: T. Tomes

Seconded: M. Vaughan

That the South Huron Council gives first, second and third and final reading to By-Law #48-2018, being a by-law to confirm matters addressed at the May 22, 2018 Council meeting.

Disposition: Carried

17. Adjournment

Motion: 265-2018

Moved: D. Frayne

Seconded: T. Tomes

That South Huron Council hereby adjourns at 8:54 p.m., to meet again on June 4, 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-Public Meeting

Tuesday, May 22, 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
 Don Giberson, Environmental Services Director
 Sarah Smith, Huron County Planner
 Megan Goss, Human Resources Coordinator & Assistant to the
 CAO
 Rebekah Msuya-Collison, Clerk

1. Call to Order

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

2. Disclosure of Pecuniary Interest

None.

3. Purpose of Public Meeting

The Clerk advised that the purpose of this Public Meeting is to review applications for proposed zoning by-law amendments and to allow interested members of the public the opportunity to ask questions or offer comments with regard to the applications.

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

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

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

4. Application for D14-Z08-2018 Runge (Hayter Turkey Farms Ltd.)

4.1 Application

4.2 S. Smith, Huron County Planner - Report D14-Z08-2018

Planner Smith reviewed her report noting the purpose of this application is to rezone the retained lands to zone (AG1-1) to prohibit a new residence and the lands to be severed to Agricultural Small Holding zone (AG4) to allow for an Agricultural Small holding. This rezoning application will satisfy a condition of consent #C14/18

Motion: PL#17-2018

Moved: T. Tomes

Seconded: T. Oke

That South Huron Council receives the report from S. Smith, Huron County Planner re: D14-Z08-2018 Runge (Hayter Turkey Farms Ltd.)

Disposition: Carried

4.3 Written Comments Received

None.

4.4 Comments-Council; Public in Attendance

None.

5. Application for D14-Z12-2018 Hulshof (Post) Temporary Use Zoning By-law

5.1 Application

5.2 S. Smith, Huron County Planner - Report D14-Z12-2018

Planner Smith reviewed her report noting the purpose of this application is to permit a temporary use to place a garden suite (in the form of a mobile home) on the property as a secondary housing. She noted that the application would conform to the South Huron Official Plan, the Provincial Policy Statement and the Planning Act if an agreement with the owners/ applicant regarding the placement, maintenance and removal of the Garden Suite is registered onto title.

Motion: PL#18-2018

Moved: D. Frayne

Seconded: C. Hebert

That South Huron Council receives the report from S. Smith, Huron County Planner re: D14-Z12-2018 Hulshof (Post)

Disposition:Carried

5.3 Written Comments Received

None.

5.4 Comments-Council; Public in Attendance

Councillor Hebert asked clarification on options after completion of the term of the agreement.

6. Close Public Meeting

Motion: PL#19-2018

Moved: T. Oke

Seconded: M. Vaughan

That South Huron Council now closes this Public Meeting at 6:11 p.m. and reconvenes the Regular Council meeting.

Disposition:Carried

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk



**Corporation of the Municipality of South Huron
Committee of the Whole
Minutes**

**Thursday, May 17, 2018, 6:00 p.m.
Olde Town Hall-Carling Room**

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

Member Regrets: Dave Frayne - Member

Staff Present: Dan Best, CAO/Deputy Clerk
 Sarah Smith, Huron County Planner
 Megan Goss, Recording Secretary

1. Meeting Called to Order

The meeting was called to order at 6:00 p.m.

2. Appointment of Chair

Motion: CW#22-2018

Moved: C. Hebert

Seconded: W. DeLuca

That Tom Tomes is appointed as Chair for the May 17, 2018 Committee of the Whole meeting.

Disposition: Carried

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

Motion: CW#23-2018

Moved: M. Vaughan

Seconded: T. Oke

That South Huron Committee of the Whole approves the Agenda as presented.

Disposition: Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Reports

5.1 Planning - Municipality of South Huron Comprehensive Zoning By-Law

5.1.1 S. Smith, Huron County Planner - Report re: Comments received from Open House

5.1.2 South Huron Comprehensive Zoning By-Law comments

Planner Smith advised that the open house saw a steady stream of people over the course of the day. The Committee discussed a historic core, retail space, the Shoreline Management Plan and the Thames Road Corridor Area Study. The Committee goal for this review is to support existing businesses, where possible try to make current non-conforming areas conform, expand the uses where practically possible and try to address the comments received to date.

Member Oke left the meeting at 7:10 p.m.

Staff is continuing to receive comments and a revised draft will come back to the next Committee of the Whole meeting on June 11th and then brought forward to a public meeting on July 3, 2018.

6. Adjournment

Motion: CW#24-2018

Moved: W. DeLuca

Seconded: C. Hebert

That South Huron Committee of the Whole does now adjourn at 7:26 p.m.

Disposition: Carried

Tom Tomes, Chair

Megan Goss, Recording Secretary

Kirkton Woodham Community Pool (KW Pool)

Kirkton United Church
Wednesday January 24th – 7:05 pm.

Members Present:

Chair: Jodi Froud

Secretary: Pam Benoit

Municipality of South Huron (MOSH): Councillor Ted Oke

Manager of Community Services Jo-Anne Fields

Facilities Services Coordinator Dave Atthill

Township of Perth South (TPS): Councillor Melinda Zurbrigg

Members: Candice Harris, Lisa Hartman, Jenna Becker, Tammy Thibert, Shannon O'Shea Ross

Call to Order and Welcome

Chair Jodi Froud welcomed the members to the meeting and thanked them for their commitment to the KW Community Pool.

Election of Officers – Chair, Vice-Chair, Secretary

Position – Chair

Recording Secretary Pam Benoit called for nominations for the position of Chair for the Kirkton Woodham Community Pool for the first time. Candice Harris nominated Jodi Froud for the position of Chair.

Pam Benoit called for nominations for a second time and for a third and final time. There were no further nominations.

Position – Vice-Chair

Recording Secretary Pam Benoit called for nominations for the position of Chair for the Kirkton Woodham Community Pool for the first time. Melinda Zurbrigg nominated Jenna Becker the position of Vice-Chair.

Pam Benoit called for nominations for a second time and for a third and final time. There were no further nominations.

Nominations were closed and the positions were declared filled as follows:

Chair – Jodi Froud

Vice-Chair – Jenna Becker

Carried

The agenda was approved as circulated.

Treasurer's Report:

2017 the pool operated approx. \$7000. under budget

2018 MOSH has approved \$23,091 to the operation of the KW Pool

TPS has yet to approve the budget

Registration Night:

Wednesday May 16th Kirkton Woodham Community Centre 5:00 – 7:30

Staff will organize the registration and volunteers will assist.
Jenna Becker has forms and will bring them to the registration night.

Facilities:

- Sandblasting of the east wall of the pool is to go out for tender immediately. Repairs will be made prior to the pool opening. Cost is approx \$44,774 or \$22,387 MOSH and TPS.
- Grass seeding will take place along the walkway.
- Hooks to be mounted in the change rooms.
- Inspection and Repair to the Gable end. Replace present wood with vinyl if necessary, paint. Signage to be designed by the KW Pool committee.
- Exterior of Guard Room to be refurbished with installation of an arena board. KW Pool Committee to paint or add decals.
- A new shed will be installed outside the pool fence to store noodles and pool supplies.
- The water tube for the slide will be replaced/repaired due to a leak.

Community Services:

- Pool summer rates will be the same as 2017 with the exception of KW Pool Aquafit which will be increased from \$3 to \$4.
- Purchases required by the pool are to be done by Candice Harris and payments will be directed accordingly.

Staff Relations/Hiring:

- Staff applications will be published to be forwarded to Human Resources MOSH and forwarded to Candice Harris, Staff Relations.
- Information regarding KW Pool information will be included in the St. Marys Independent publications, Huron County and Perth South Job Boards, NLS providers – Vanastra, Goderich, and local secondary school locations – St. Marys, Mitchell, Lucan and Exeter.

Old Business:

- A poster regarding the Thunder and Lightning policies is to be posted for summer 2018.
- A media notice is to be published regarding the Trillium Grant funds awarded to the pool.

New Business:

- Create a form to identify Medical needs of children such as allergies, asthma etc to ensure proper care and information is available if needed. To be stored in a separate marked binder. Information is confidential. This is to be available at registration night.
- Include AED training within the orientation and training.
- Identify symbols for Medical Alert identification.
- Increase the number of lifeguards by 1 over last years staff.
- Communicate that schedules are to be adhered to as they are published well in advance. Shift changes are to be kept at a minimum. Emphasize summer is employment is the priority.
- Communication with the volunteer committee to be improved.
- Committee volunteers to visit the pool on a regular basis.
- Post a sign recognizing Hydro One and the contribution towards the accessible lift.
- Wish list of supplies for 2018: Aquafit noodles, 2 or 3 adult life jackets, stop watches, flutter boards.
- Refurbishing of the change room floors is still under investigation. Appropriate products and

applications need to be researched. The floors have worn down and have become very slippery when wet.

- Fun Night is tentatively planned for August 16, 2018 from 5:00 pm. - 8:00 pm. More details to follow.
- Opening Date is set for Friday June 22, 2018.

A motion to adjourn the meeting was made by Pam Benoit

Meeting Adjourned 8:55 pm.

KIRKTON POOL COMMITTEE 2018			
NAME	TITLE	EMAIL	PHONE
Jodi Froud	Chair	mrsfroud@gmail.com	C: 519 949 8717
Jenna Becker	Vice-Chair	jennabecker2010@hotmail.com	519-280-2631
Pam Benoit	Secretary	pamelizbenoit@quadro.net	519-229-6931
Candice Harris	Employee Relations	candiceckharris@gmail.com	519-495-0611
Lisa Hartman		elmno@quadro.net	519 200 3304
Shannon Ross		shannoneoshea@gmail.com	519-878-6737
Angela Douglas		ang_southgate@hotmail.com	
Tammy Thibert		asl_terp2001@hotmail.com	519-808-0848
Lori Weber		snlweber@quadro.net	519-639-2560
Ted Oke	South Huron Councillor	t.oke@southhuron.ca	519-440-7382
Melinda Zurbrigg	Perth South Councillor	mzurbrigg@perthsouth.ca	519-272-4715
Rebecca Clothier	Perth South Treasurer	rclothier@perthsouth.ca	519-271-0619 ext 227
Jo-Anne Fields	Community Services Manager for South Huron	j.fields@southhuron.ca	W: 519 235 2833 C: 519 615 2309
Dave Athill	Facility Services Manager for South Huron	d.athill@southhuron.ca	519-235-2833
Dan Best	CAO South Huron	cao@southhuron.ca	519 235 0310 Ext. 228
Bill Denham	Kirkton Woodham Optimist Treasurer	bill.denham@quadro.net	519-229-643



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

Members:

Chair, Dawn Rasenberg
Vice Chair, Mike Ondrejicka
Mayor Maureen Cole Ex-Officio
Peter Hrudka
Ron Mayer
Craig Ivatts

Regrets:

Councillor Craig Hebert
Councillor Ted Oke
Robert Oud
Dan Best, CAO

Staff:

Scott Currie, Communications & Strategic Initiatives Officer
Megan Goss, Recording Secretary
Sean Dillon, YMCA

1. Call To Order

The Chair called the meeting to order at: 6:02 PM.

2. Agenda

Motion: 27-2018

Moved: Ivatts

Second: Mayer

Disposition: Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None

4. Minutes

Motion: 28-2018

Moved: Ondrejicka

Second: Hrudka

Disposition: Carried

That the minutes of April 24, 2018 be adopted as presented.

5. Business Arising

None

6. Business to be Discussed

6.1 Market Feasibility Study Terms of Reference

Motion: 29-2018

Moved: Ondrejicka

Second: Ivatts

Disposition: Carried

That Chair, Dawn Rasenberg and Craig Ivatts represent the community hub/recreation centre project steering committee on Market Feasibility Study RFP evaluation.

6.2 Community Hub/Recreation Project- Site Tours

6.2.1 Recreation Facility Tours Points of Evaluation document

Deferred

6.3 Project Manager Selection

Deferred

6.4 Communications Process/Strategy

Currie reviewed the Communications Strategy for with the committee. Currie noted that the object is to provide impartial accurate and professional information. There is one spokesperson, the Mayor is the spokesperson on behalf of Council and the organization. The CAO is the spokesperson for operational matters. Committee members' role is to gather information and be the eyes and ears of the community to provide information to the committee and through minutes to Council. To outline a process, Council sets policy then it is the job of the committee to discuss strategy and objectives and staff work on tools and products.

The committee noted:

- Increased communications on where to find committee agendas and minutes is important.
- That the FAQ sheet should include "where to find more information?"

- That the FAQ sheet should include what is this project going to do to my taxes?"
- That the radio is a good communication tool.
- The need to engage youth.

7. Work Plan Review

The RFP went to council yesterday (May 7th). It will be issued tomorrow and follow the stages of procurement closing May 22nd. After which the submissions will be evaluated, and a recommendation will be made to Council.

The Work Plan time line for the Fundraising Feasibility Study needs be adjusted to start in August.

8. Committee Updates

Committee interviews will take place on Monday May 14, 2018.

9. Correspondence

None

10. Key Messages

- The committee will be conducting site tours of other facilities, and the purpose of these tours.
- The committee is evaluating a strategy to effectively communicate this the public.
- The RFP is going out.
- Staff are currently leading the recruitment of a committee member.
- FAQ's need to include the affordability piece, including agricultural assessment.

11. Adjournment

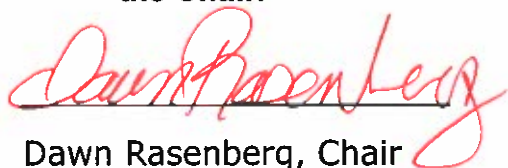
Motion: 30-2018

Moved: Ivatts

Second: Hrudka

Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 7:06 pm to meet again on May 23rd 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
May 29, 2018**

Motions brought forward from draft minutes:

Motion: 34-2018

Moved: Hebert

Second: McKaig

Disposition: Carried

That the Community Hub/Recreation Project Steering Committee approve the Draft Communications Strategy for Council approval.

Motion: 33-2018

Moved: Hrudka

Second: Ondrejicka

Disposition: Carried

That the Community Hub/Recreation Project Steering Committee recommends to Council that a project manager be recruited in 2018.

-DRAFT-

Communication Strategy

Community Hub/Recreation Centre Project Steering Committee

PURPOSE

To ensure that accurate, objective, clear information regarding the work of this committee and the project status is easily available to public stakeholders in a timely way.

BACKGROUND

As referenced in its Terms of Reference, the Project Steering Committee (PSC) is established to advise Council, administration and the consultant/project management team on specific matters related to the preparation and delivery of the South Huron Community Hub/Recreation Centre Facility¹.

Effective corporate communication requires that an organization speaks with one voice. This strategy will assist the Municipality of South Huron provide exceptional public service to the community.

TARGET AUDIENCES

- 1) The residents of South Huron
- 2) Prospective residents of South Huron
- 3) Residents of neighbouring municipalities

OBJECTIVES

- 1) The residents of South Huron have access to project information at all times online
- 2) The project status is updated at major milestones (identified as ‘critical path’ elements in the project plan) and after each PSC meeting
- 3) That residents are advised in advance of all PSC meetings, in accordance with the Municipality’s Procedural By-law (#42-2016)
- 4) Updates to the public through the news media will be provided by the appropriate spokesperson
- 5) Spokesperson messaging is consistent with a welcoming community that attracts prospective residents

ROLES AND RESPONSIBILITIES

With respect to communication, the following roles and responsibilities are identified.

ROLE	RESPONSIBILITY
PSC Members	To represent the interests of the South Huron community in PSC meetings.
PSC Chair	To run the PSC meetings.
Mayor	As the CEO of the Municipality, to act as the spokesperson for South Huron Council.

¹ As a Committee of South Huron Council, the PSC Members are required to follow the Code of Conduct contained in the Municipality’s Procedural By-Law (By-law #42-2016-Schedule A).

CAO	To act as the Municipality’s spokesperson on matters related to procedure and process.
Municipal Staff	To assist the CAO in planning and publishing information for public consumption using the Municipality’s communication properties.

COMMUNICATION PLAN & PRODUCTS

To achieve the communication objectives in this strategy, South Huron staff will develop an action plan that outlines the four phases of this project (i.e., *Imagine, Define, Build* and *Celebrate*), identifies the appropriate communication products (e.g., news release, webpage, brochure, etc.) and the schedule for publishing. A Frequently Asked Questions (FAQ) document will also be developed to provide key messages about the project to assist PSC members during personal conversations with their community contacts.

MONITORING AND PERFORMANCE EVALUATION

South Huron staff will monitor social and traditional news media for key uncertainties expressed by the public about the project and advise the CAO as necessary. Formal correspondence received from the public will be dealt with using standard *Committee of Council* procedures.

Staff will monitor the following performance measures to evaluate the success of this strategy.

OBJECTIVE	PERFORMANCE MEASURES
1) The residents of South Huron have access to project information and status at all times online.	Information published online is accurate, objective, clear and accessible.
2) The project status is updated at major milestones (identified as ‘critical path’ elements in the project plan) and after each PSC meeting.	CAO-approved updates are published online within 5 business days of a PSC meeting.
3) Residents are advised in advance of all PSC meetings, in accordance with the Municipality’s Procedural By-law (By-law #42-2016).	PSC agendas are published 96 hours in advance of meetings.
4) Updates to the public through the news media will be provided by the appropriate spokesperson.	Spokespersons are prepared with messaging in advance of interviews; resulting news stories contain the Municipality’s key messages.
5) Spokesperson messaging is consistent with a welcoming community to newcomers to attract prospective residents.	Messaging is assessed prior to publishing.

May 28, 2018

Mayor Cole
Municipality of South Huron
322 Main Street, Box 759
Exeter, Ontario
N0M 1S6

Dear Mayor Cole:

At the last regular meeting of the Exeter Rodeo Committee, the following motion was passed –

Motion – 12/05/18

Moved by: Craig Hebert
Seconded by: Steve Clarke

“That the Exeter Rodeo Committee request Council to once again permit beverage service to be provided under the auspices of an extension to the South Huron Recreation Centre permanent liquor licence.”

Disposition: Carried

Refreshment revenue identified under the Community Services Department operating budget is enhanced due to beverage sales from this event. Beverage service has been provided in this same manner for the past 22 years.

Thank you for your consideration of this request.

Yours truly,



Scott Nickles
Exeter Rodeo Chair



PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA

Phone: 519.524.8394 Ext. 3 **Fax:** 519.524.5677 **Toll Free:** 1.888.524.8394 Ext. 3

www.huroncounty.ca

Consent Application Report – File # C30/2018

Owner: Hensall District Co-op	Date: May 28, 2018
Applicant: Monteith Brown (Jay McGuffin)	
Property Address: 210 Wellington Street West	
Property Description: Part Lots 24 & 25, Conc 1, Exeter, Municipality of South Huron	

Recommendation:

That provisional consent be:

- √ **granted with conditions (attached)**
- deferred (for ...)
- denied (referred to the Committee of the Whole, for a decision)

Purpose:

- √ enlarge abutting lot
- √ create new lot
- surplus farm dwelling
- right-of-way / easement
- other:

Area:	Official Plan Designation	Zoning
Severed: 45.44 acres (18.39 ha)	Residential	R1-18, HL-H, OS, OS-1
Retained: 36.0 acres (14.57 ha)	Residential	M2-8

Review: This application:

- √ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
 - √ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
 - √ Conforms with section 51(24) of the Planning Act;
 - √ Conforms with the Huron County Official Plan;
 - √ Conforms with the South Huron Official Plan;
 - √ Complies with the municipal Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
- n/a Has been recommended for approval by the local municipality; and
- √ Has no unresolved objections/concerns raised (to date) from agencies or the public.

(Applications that do not meet all of the foregoing criteria will be referred to the Committee of the Whole for a decision)

Agency/Public Comments:

	Not Received or N/A	No Concerns	Comments/Conditions
Conservation Authority (ABCA)	N/A		ABCA advised during pre-submission discussion they did not need to make formal comments on this application due to previous discussions and lands under original plan of subdivision.
Neighbours/Public		√	One call from neighbor asking about intent of subject lands to be severed. It was indicated lands are held under draft plan approval.
Huron County Highways	N/A		
Huron County Health Unit	N/A		
South Huron Staff			See conditions.

Figure 1: Aerial of Subject Property. Retained Parcel identified in Yellow. Severed Parcel identified in Red.



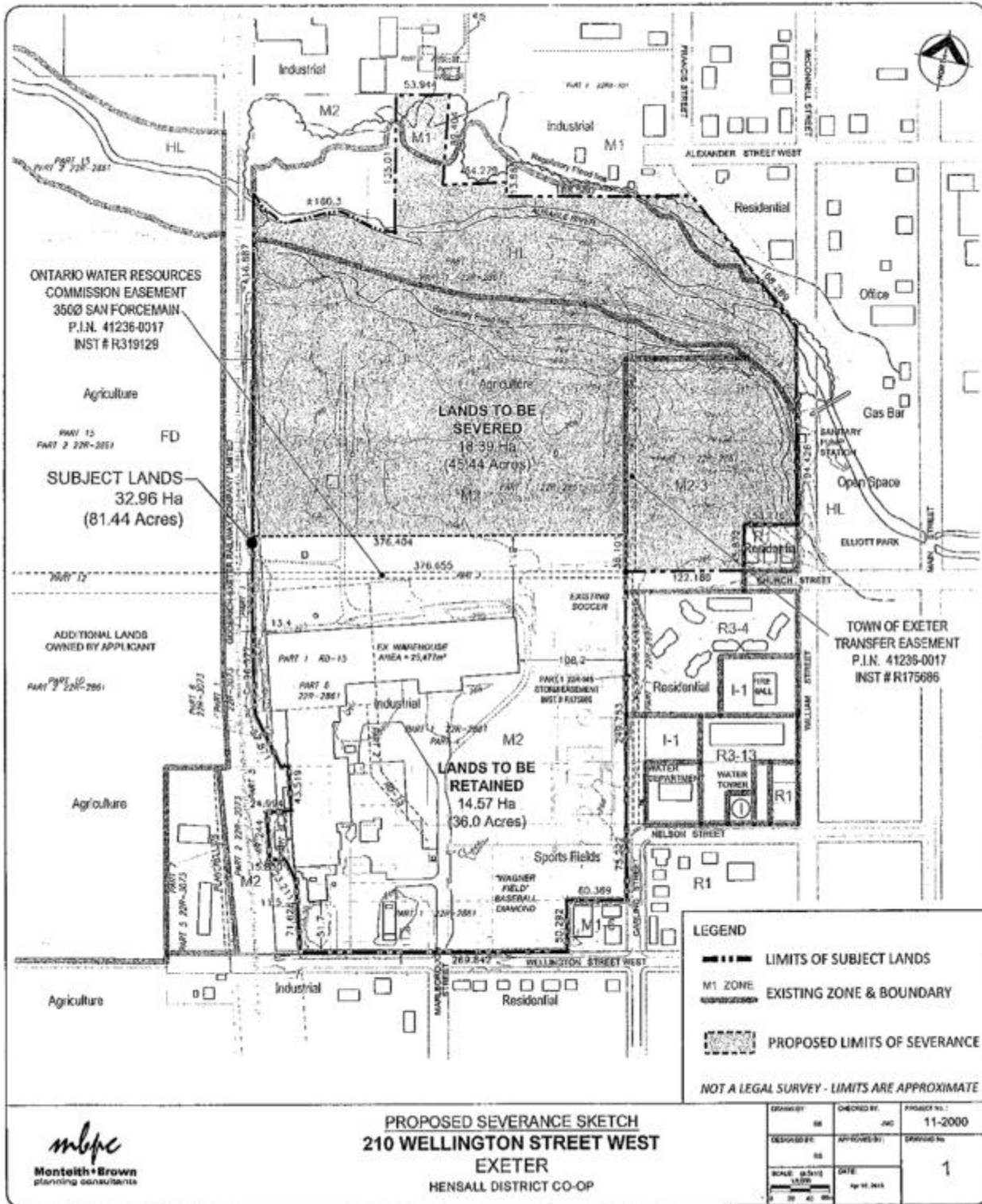
Figures 2 and 3: Photo of subject lands proposed to be severed. Facing Northwest and west.



Figure 4. Photo of lands proposed to be retained, facing North, including existing industrial facility.



Figure 5. Applicant sketch indicating proposed severance.



Purpose

The purpose and effect of this application is for the creation of a new lot for future residential development. The subject lands are within an existing parcel with vacant future draft plan approved residential lands in the north, being the area proposed to be severed, and an existing industrial building and operation on the south of the site, the lands intended to be retained. The applicant proposes to sever the north half of the property for development as a residential subdivision, representing the area under draft plan approval for residential development. The proposed severed parcel is approximately 45.44 acres of vacant land, and the retained parcel is approximately 36.0 acres of land which includes an existing industrial operation.

Review

Provincial Policy Statement

The PPS encourages development that represents residential intensification as well as redevelopment of existing sites for the efficient utilization of infrastructure, and public service facilities. The proposed infill consent is in an urban area with surrounding residential uses; the proposed consent is intended to sever a proposed residential subdivision that has received draft plan approval and is aligned with the direction of the PPS to provide for a range of housing types and densities.

Huron County Official Plan:

The County Official Plan promotes opportunities for residential developments that are located where services are available and sprawl is minimized. The proposed severed parcel is within the Primary I Settlement Boundary of Exeter and is designated for future residential purposes. The site has received draft plan approval for a future residential subdivision which will increase housing stock and supply in South Huron. The retained lands are an existing industrial operation which continues to support employment and industry in Exeter and South Huron.

South Huron Official Plan

The South Huron Official Plan designation for the subject lands is Residential within the Town of Exeter Urban Boundary, which is a recognized Primary I Settlement area (Full services). The goals for primary settlements are maximizing development opportunities in the existing settlement boundary, establishing a mix of uses and housing opportunities and densities, and encouraging new development into established neighbourhoods. New residential developments are encouraged through registered plan of subdivision with a density reflective of and that efficiently uses lands, resources, infrastructure and facilities. The severance proposed includes the existing boundaries held under draft plan approval; these lands will remain under this conditional approval and it is intended this will develop for residential use in line with the approved plan of subdivision.

The land division policies of the South Huron Official Plan specific to Primary Settlement Areas includes consents for creation of new lots in already developed areas. Consents may be granted subject to the goals and polices and the following criteria:

1. *Consents will be granted only in areas where the undue extension of any major services will not be required.*

Subject lands are in Exeter which has full municipal services. This north area proposed for severance has been reviewed and is held under draft plan approval. The draft plan approval addressed matters regarding service and deemed adequate for future development.

2. *Consents will be granted only when the land abuts an open public road which is of a reasonable standard of construction.*

Subject lands of severed parcel have received draft plan approval including the requirement for extension of Church Street along the south, to service this future development. The lands also do have some existing frontage along the west side of William Street. The retained lands also maintain frontage along Wellington Street.

3. *Consents shall have the effect of infilling in presently development areas.*

The subject lands are within the existing urban boundary of Exeter, a consent for a new parcel does not cause an extension to an urban boundary, and is within a presently developed area with a mix of residential predominate uses.

4. *The parcel size is appropriate for the proposed use and conforms with the provisions of the Zoning By-law, unless the by-law is duly amended or a variance granted. The amendment or variance will be in full force and effect prior to the stamping of the deed required to finalize the consent.*

The proosed severed parcel maintains minimum lot area for the R1-18 zone, and as previously noted lands are held under draft plan approval and intention for same to be developed in the future in line with the R1 site specific provisions for this property. The retained lands also meet minimum zone area and frontage from M2-8 zone that is applicable to this site.

5. *Consents will not result in traffic hazards form limited site lines or curves, trades or nearness to intersections, and*

The retained lands will maintain continued and existing access on Wellington Street. Traffic to the proposed severed parcel and future residential draft plan subdivision was addressed during site plan review. Traffic and road connections were considered at this time and conditioned accordingly. The severed lands will see the extension of Church Street, and also have some existing frontage along William Street.

6. *Consents will not hinder or restrict the interior development of a block of land.*

The proposed severance does not restrict future development of this site, nor adjacent properties that area existing. The retained lands are also not restricted maintaining existing function and operation, along with existing services and access along Wellington Street.

Town of Exeter Zoning By-law 30-1978

The subject lands at 210 Wellington Street were under a previous Zoning By-law Amendment application in conjunction with the past noted Draft Plan of Subdivision. Under this By-law (#37-2016) the area proposed to be severed was rezoned Low Density Residential Special Provisions (R1-18), Open Space (OS), Open Space Special Provisions (OS-1) and Hazard Land Holding (HL-H). The lands proposed to be retained are zoned General Industrial Special Provisions (M2-8) as amended under same By-law #37-2016.

On review of the request to sever the northern portion, being zoned R1-18, OS, OS-1 and HL-H these lands as noted before are held in an existing approved draft plan of subdivision. The proposed parcel itself meets the minimum zone provisions and lot area specific to R1-18 zone but individual lots are planned part of the proposed subdivision. Further, as noted access will be developed with extension of Church Street and there is existing access on the east of this parcel. Lands proposed to be retained are zoned M2-8 which permit the existing industrial operation. Lot area and lot frontage minimums in the Town of Exeter Zoning By-law are maintained for the proposed retained parcel, and access is existing onto Wellington Street. The proposed consent is consistent with the Town of Exeter Zoning By-law.

Additional Comments:

This application has been circulated to agencies and public. No formal public comments were received from the public at time of writing this report. One call was received, with questions regarding the intended use of the severed parcel. No further comments were made. Following Municipal review, conditions are included accordingly.

The development of the severed lands is to be in compliance with the previously approved draft plan of subdivision and related conditions. The applicant should also be aware that the lands to be retained will be required to be brought up to full municipal services when development. A note has been added in the conditions per each of the above, these are not considered formal conditions but a note to the applicant.

Summary:

As this application represents a creation of a lot which meets the intent of the South Huron Official Plan and Town of Exeter Zoning By-law it is recommended it **be approved**.

Sincerely,

'Original signed by'

Sarah Smith

May 28, 2018

Date

Should Council choose to recommend this application for approval by the County of Huron, the conditions below are recommended. The application would be approved, on the condition that:

Expiry Period

1. Conditions imposed must be met within one year of the date of notice of decision, as required by Section 53(41) of the Planning Act, RSO 1990, as amended. If conditions are not fulfilled as prescribed within one year, the application shall be deemed to be refused. Provided the conditions are fulfilled within one year, the application is valid for two years from the date of notice of decision.

Municipal Requirements

2. Any and all monies owed to the Municipality must be paid in full, which may include but are not limited to servicing connections, cash-in-lieu of park dedication, property maintenance, water and wastewater charges, garbage and recycling charges, property taxes, compliance with zoning by-law provisions for structures etc.
3. 911 addressing for the subject lands be dealt with to the satisfaction of the Municipality.
4. The sum of \$500.00 be paid to the Municipality as cash-in-lieu of parkland.

Survey/Reference Plan or Registerable Description

5. Provide to the satisfaction of the County and the Municipality:
 - a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
 - b) a reference plan based on the approved survey;

Zoning

6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.

Note: The lands proposed to be severed are held under a current draft plan of subdivision and subdivision conditions. All works are required in accordance with the draft approval, and conditions imposed on the subdivision/land. Any necessary permits and applications for future development of this parcel will be required from the County, Municipality and/or applicable law.

Note: The lands proposed to be retained will be required to be fully serviced under Municipal requirements when developed. Any necessary permits and applications for future development of this parcel will be required from the County, Municipality and/or applicable law.



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Sandy Becker, Financial Services
 Manager/Treasurer**
Date: June 4 2018
Report: FIN.18.11
Subject: 2018 Capital Progress Report – May

Recommendations:

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2018 Capital Progress Report – May completed as of May 23, 2018 for information only.

Purpose:

The purpose of this staff report is to provide Council with a summary of the status of the 2018 capital projects.

Background and Analysis:

May means the Municipality is entering the busier time of the year for capital project completion. Much of the work has been tendering and awarding contracts. Additionally, any contracts that have commenced may be very early in the invoicing cycle and may not be reflected in year-to-date costs.

Each department manager has provided a status update for their respective 2018 approved capital projects. This time of year suggests we should see increasing expenditures as the construction season gets underway.

The percentages of completion do not reflect the YTD expenditures as a percentage of budget due to timing differences of invoice submission and accounts payable processing. These completion estimates are based on a qualitative analysis of work completed to date versus total work required.

Operational Considerations:

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

South Huron's Strategic Plan:

The recommendation(s) included in this Staff Report support the following goals identified in the 2015-2019 Strategic Plan:

1. Administrative Efficiency and Fiscal Responsibility
2. Transparent, Accountable and Collaborative Governance

The monthly capital project status report keeps Council and the public informed on the actual costs, budget project status, and explanations for delays or expected commencement for each project in the capital budget.

The report assists Council in keeping track of its approved priorities and expected delivery times for projects. It also serves to keep staff accountable for the budget priorities requested and granted.

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:

By-law No. 79-2017 to adopt the 2018 budget.

Consultation:

The following department managers provided an update on each of their respective projects;

Andrew Baird, Emergency Services Manager/Fire Chief
Jo-Anne Fields, Community Services Manager
Don Giberson, Director of Operations and Infrastructure

Related Documents:

Appendix A – 2018 Capital Project Status Report – May

Prepared by,

Angela Shipway, Financial Services Supervisor

Respectfully submitted,

Sandy Becker, Financial Services Manager/Treasurer

Appendix A – 2018 Capital Project Status Report – April/May

Job	Job Description	YTD	Budget	Variance	% of Compl.	Management Notes
General Administration						
2018-GA-01	Replace Photocopier	3,202	3,562	360	100%	Completed within budget
		3,202	3,562	360		
Emergency Services						
2018-FD-01	SCBA Replacement	11,437	13,000	1,563	100%	Completed within budget
2018-FD-02	PPE Replacement	10,158	19,240	9,082	65%	5 of 9 sets arrived with the remaining 4 expected in the fall.
2018-FD-03	Replace Freightliner Rescue	-	250,000	250,000	25%	Tender awarded to Lafleur Industries Inc. as per Motion # 66-2018; Chassis has been ordered. Anticipate delivery by end of October.
2018-FD-04	Exeter Station Pad Paving	-	20,000	20,000	0%	To be completed in conjunction with another project in order to achieve financial efficiencies.
		21,595	302,240	280,645		

Transportation Services						
20-3043	James St - Main to Edward	-	18,900	18,900	0%	Top asphalt; Contract awarded to Hanna and Hamilton Construction Co. as per motion #98-2017. Anticipate to be completed by end of summer.
20-3054	Simcoe St. - Andrew to Main	-	10,375	10,375	100%	Top asphalt work completed, awaiting invoices.
20-3055	William St. - Anne to Huron	-	11,800	11,800		
20-3056	George St. - Main to Orchard	-	16,700	16,700		
20-3057	Bridge Repairs - #3037 McTaggart Line	844	20,805	19,961	5%	Tender awarded to Weathertech Restoration Services Inc. as per motion #127-2018. Construction scheduled to commence June 4, 2018.
20-3059	Bridge Repairs - #3039 McTaggart Line	1,025	44,948	43,923		
2017-TS-06	McTaggart Line Bridge #3038	9,555	570,446	560,891		
2017-TC-05	Huron St Recon - Edward-East town limit	-	890,000	890,000	5%	Tender awarded to Birnam Excavating Inc. as per motion #191-2018. Scheduled to begin in early July.
2017-TS-03	Line 17 - Hern to Rogerville	-	180,000	180,000	0%	Municipality of West Perth is reviewing rehabilitation options in preparation of a tender.
2017-TS-04	Gregus Crt Overlay	-	30,000	30,000	0%	Draft tender underway.
2017-TS-05	Marlborough St - Sand to Well.	-	30,000	30,000	0%	Draft tender underway.

2018-TC-05	Waterloo St - London Rd S-Rail	-	60,000	60,000	5%	Engineering RFP issued, closes June 22, 2018
2018-TS-02	Mollard and McTaggart Line	-	142,632	142,632	5%	Tender issued closes June 22, 2018.
2018-TS-05	Whalen Line - Hwy 4-McTaggart	-	501,050	501,050	5%	Lucan-Biddulph issued tender, closes May 31, 2018.
2018-TS-07	Replace Kvernland Disk Mower	-	12,000	12,000	0%	Draft RFQ underway.
2018-TS-08	Replace JD Tractor	-	139,500	139,500	0%	Draft tender underway.
2018-TS-09	Replace VeePro Snow Spreader	7,194	11,500	4,306	100%	Completed within budget.
2018-TS-10	Mollard Line Culvert Replacement	-	40,000	40,000		Budget amendment approved per motion #220-2018 for completion of engineering services.
		18,618	2,730,656	2,712,038		
Streetlighting						
2017-TS-07	Phase 3 DT Decorative SL	-	160,000	160,000	0%	Evaluating different street light alternatives, in conjunction with initiatives in the downtown core.
		-	160,000	160,000		
Recreation Services						
20-7126	Port Blake Revitalization (Design)	-	414,578	414,578	10%	Tender closed in April with no bids received. As per report CAO.07-2018 the

						landscaping patio and entrance booth are moving forward with a modified RFP expected this fall.
20-7127	Exeter Swimming Pool	821,802	1,700,000	878,198	40%	Pool BathhouseTender awarded to Doug Geoffrey Construction Ltd as per motion #513-2017. Contractor has the roof on and working on finishing the walls. Pool shell structure ordered and enroute.
20-7132	SHRC/Community Hub Market/Feasibility Study	21,804	125,000	103,196	2%	Feasibility study RFP closed on May 22. Committee to review proposals.
2017-RS-05	Dashwood CC Washrooms	5,738	120,000	114,262	8%	Minor variance has passed and site plan is complete. Tender is being finalized.
2017-RS-11	Victoria Park Washrooms	-	10,000	10,000	40%	Project lead by the Lioness Club. Construction has begun with the roof complete and plumbing roughed in.
2018-RS-05	4x4 Utility Vehicle	-	9,158	9,158	5%	Staff contacting local businesses for options and pricing.

2018-RS-06	KW Pool Sandblasting	12,211	44,774	32,563	90%	Tender awarded to PPL Aquatics Fitness and Spa as per motion #164-2018. Sandblasting completed with a change order for \$15,255 to repair walls.
2018-RS-07	KW Rock Climbing Apparatus	-	15,264	15,264	2%	KW Optimist Club investigating options to enhance pool play and potentially increase usage.
		861,556	2,438,774	1,577,219		
Solid Waste Services						
20-9001	Landfill Expansion - Stage 3	-	80,000	80,000	0%	Ongoing capital costs related to expansion. Expected to occur over a number of years as per legislative requirements.
		-	80,000	80,000		
Sanitary Sewer Services						
20-5623	William St Sanitary Pumping Station	1,491	1,900,040	1,898,549	1%	Final design and tender documents nearing completion. Tender anticipated to be ready in 6 weeks.
20-5629	Simcoe St. - Andrew to Main	-	6,275	6,275	100%	Complete. Top asphalt; Contract awarded to Lavis Contracting Co. as per motion #99-2017.
2017-S-01	Upgr Lagoon Aeration Exeter	125,377	421,120	295,744	100%	Complete. Awaiting final invoicing.

2017-SC-03	William St - Anne-Huron	-	6,000	6,000	100%	Complete. Top asphalt; Contract awarded to Lavis Contracting Co. as per motion #99-2017.
2017-SC-04	James St - Main to Edward	-	12,000	12,000	0%	Top asphalt; Contract awarded to Hanna and Hamilton Construction Co. as per motion #98-2017.
2017-SC-05	Huron St Recon - Edward-East town limit	-	630,000	630,000	5%	Tender awarded to Birnam Excavating Inc. as per motion #191-2018. Scheduled to begin in early July.
2018-S-01	Rehab Sewage Lagoon Filters	-	15,000	15,000	10%	Engineering awarded to GM Blue Plan
2018-S-03	Mollard Line Forcemain Repl.	276,189	386,006	109,816	90%	Underground work completed. Surface work expected in the summer.
2018-SC-05	Waterloo Street - London -Rail	-	60,000	60,000	5%	Engineering RFP issued, closes June 22, 2018
		403,057	3,436,441	3,033,384		
Water Services						
20-4141	Simcoe St. - Andrew to Main	-	4,040	4,040	100%	Complete. Top asphalt; Contract awarded to Lavis Contracting Co. as per motion #99-2017.
20-4142	William St. - Anne to Huron	-	6,000	6,000		
20-4144	Dashwood Rd Watermain - 21 to Shipka	25,706	50,000	24,294	90%	Top asphalt; Contract awarded to Robinson Farm Drainage as per motion #366-2017. Only final restorations remains.

2017-W-03	Dashwood Rd - Shipka - Bronson	277,947	585,000	307,053	90%	Contract awarded to Robinson Farm Drainage as per motion #158-2018. Installation complete-testing, final connections and restoration remains.
2017-W-04	Shipka Line - South R-Kirkton	1,357	372,000	370,643	90%	
2017-W-05	Watermain Repl - Huron-McTag.	131,781	139,800	8,019	90%	
2017-W-07	Bulk Water Station 82 Nelson	-	50,000	50,000	0%	Draft tender underway.
2017-WC-04	James St Recon. Main - Edward	-	7,500	7,500	0%	Top asphalt; Contract awarded to Hanna and Hamilton Construction Co. as per motion #98-2017.
2017-WC-05	Huron St Recon - Edward-East town limit	-	550,000	550,000	5%	Tender awarded to Birnam Excavating Inc. as per motion #191-2018. Scheduled to begin in early July.
2018-W-01	2018 Water Meter Replacement	7,210	250,000	242,790	2%	Ongoing capital costs as meters are being replaced.
2018-W-02	Replace Photocopier - W Share	3,202	3,562	360	100%	Completed within budget
2018-W-06	Shipka Line - Kirkton to 83	-	25,000	25,000	5%	Engineering RFP issued, closes June 22, 2018
2018-W-07	Parr Line WM - N/S of Crediton	-	25,000	25,000	5%	Engineering RFP issued, closes June 22, 2018
2018-W-08	Huron St - Corbett to West End	-	15,264	15,264	5%	Engineering RFP issued, closes June 22, 2018
2018-W-09	HP Water Tower Upgrade	-	50,000	50,000	0%	Draft tender underway.

2018-WC-05	Eng - Waterloo St - #4-Rail	-	70,000	70,000	5%	Engineering RFP issued, closes June 22, 2018
		447,203	2,203,166	1,755,963		
	Grand Totals	1,755,229	11,354,839	9,599,610		



Staff Report

Report To: Dan Best, Chief Administrative Officer

From: **Don Giberson, Director of Operations and Infrastructure**

Date: June 4 2018

Report: ESD.18.27

Subject: 2017 Annual Closed Stephen Landfill Status Report

Recommendations:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: 2017 Annual Closed Stephen Landfill Status Report

Purpose:

The purpose of this report is to notify Council of regulatory compliance with respect to the closed Stephen Landfill Site and to ensure all Members of Council are fully informed.

Background and Analysis:

A requirement of the Certificate of Approval for the closed Stephen Landfill Site is to prepare and submit a report to the Ministry of the Environment and Climate Change by May 31st of each year. This report to Council is to confirm that BM Ross Engineers prepared and submitted the 2016 report to the Ministry by the prescribed deadline.

The report is extensive and covers Approvals; Site History; Post Closure Maintenance & Operations; Water Resource Monitoring; Conclusions; and Recommendations. A complete copy of the Report is available from the Environmental Services Department.

The landfill site is located at 69364 Black Bush Line, north of Mount Carmel Drive, and previously provided service to the residents of the former Stephen Township. The landfill site was closed in 2001 and the final clay cover, topsoil and seed was placed in 2002. Post closure maintenance and operations is being carried out in accordance with the Ministry approved Closure Plan. The only activities currently taking place at this site is the disposal of inert fill and silt material from the centrifugal filters at the LHPWSS Water Treatment Plant. Bagged leaves collected in Stephen Ward are being stockpiled on site; allowed to naturally compost; and will be mixed with topsoil to cover filled areas.

In 2016 there was an issue of elevated hydrocarbons in the sludge material from the LHPWSS Water Treatment Plant . However, this was subsequently resolved and increased sampling confirmed that the changes made at the water treatment plant have permanently resolved the issue.

Ground water and surface water monitoring confirmed that the closed landfill site was not negatively impacting the surrounding surface or groundwater resources. There has been a historical impact in surface water along the west boundary of the site, with elevated levels of chloride. This is a possible indicator of migration of leachate in the westerly direction, but sampling results could also be influenced by road salt.

There is no increasing groundwater impact trends and the Ministry has no concerns; however continued monitoring is required. Sampling confirms relatively low strength landfill leachate.

Engineers Report Recommendations:

The following is a complete listing of all report recommendations related to the post-closure care of the Stephen Landfill Site:

- 1) Municipal staff should complete routine inspections of the landfill site to check for any illegal dumping of wastes or trespassing. All affected areas should be cleared of litter and that litter brought to the South Huron Landfill, for disposal.
- 2) The Municipality can continue filling on-site ponds with clean or inert fill material only, as suitable material becomes available. The Municipality may wish to commence filling the pond northeast of the Landfill Site with inert or clean fill, beginning at the point closest to the landfill mound, as soil becomes available.
- 3) If approved by the Ministry, the Municipality should discontinue sampling the Dietrich pond and well in 2018.

- 4) SP2-93 was found destroyed in the spring of 2017. The Municipality should continue investigating what happened to it and replace it, if possible.
- 5) The photo inventory of the existing wells should be updated in 2020.
- 6) No uses of the Landfill Site should occur except as outlined in the approved Closure Plan.
- 7) Monitoring should continue in accordance with the recommendations of this Report and as directed by the Regional Director.
- 8) Municipal staff responsible for post-closure care of this site should become familiar with the conclusions and recommendations of this report, as well as, the requirements of the approved Closure Plan and the current Certificate of Approval.
- 9) Two copies of this Status Report (Volume I) and the Report's Figures & Appendices (Volume II) should be forwarded to the attention of the District Manager of the Ministry of the Environment and Climate Change's office in Owen Sound.

Due to the stable nature of the closed landfill site, we have requested that the Ministry authorize the following changes to the monitoring program:

- a) That sampling the private Dietrich pond and well be discontinued.
- b) That the requirement to prepare and submit Annual Reports be changed to a bi-annual basis.

Operational Considerations:

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

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

Informing Council of regulatory compliance, reduces liability and results in efficient use of time/resources.

Increased Communications and Municipal Leadership

Communicating information to Council related the closed Stephen Landfill Site and associated monitoring, keeps Council and the public informed.

Transparent, Accountable and Collaborative Governance

Public reporting of the Annual Closed Stephen Landfill Status Report, demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Informing Council of 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. Environmental Protection Act, R.S.O. 1990, c. E.19
2. Ontario Regulation 347 – General Waste Management
3. Ontario Regulation 232/98 – Landfilling Sites
4. Stephen Landfill Site MOE Certificate of Approval A162102

5. MOECC Technical Support for Ontario Drinking Water Standards, Objectives and Guidelines
6. MOECC Reasonable Use Concept into MOE Groundwater Management Activities
7. MOECC Water Management Policies, Guidelines, Provincial Water Quality Objectives

Consultation:

Ryan DeVries, P.Eng. – B.M. Ross and Associates Limited, was consulted regarding the content of the Engineers Report.

Related Documents:

None

Respectfully submitted,

A handwritten signature in black ink, enclosed in a large, hand-drawn oval. The signature is stylized and appears to read 'Don Giberson'.

Don Giberson, Director of Operations and Infrastructure



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Jo-Anne Fields, Manager of Community Services**
Date: June 4 2018
Report: CSD 2018-05
Subject: YMCA Summer Camp at Huron Park Proposal

Recommendations:

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: YMCA Summer Camp Proposal for Huron Park; and

That the South Huron contribution to the delivery of the YMCA Summer Camp Program at Huron Park be the use of the Stephen Arena facilities with the associated fees being waived.

Purpose:

Council approval

Background and Analysis:

Through the Destination Prosperity Committee, which is lead by the Huron County Health Unit, a local situation accessment was conducted with the community of Huron Park. From that accessment, the community identified recreation for all ages as a top priority.

The Healthy Kids Community Challenge Huron Project Manager scheduled a meeting on Tuesday, May 22, 2018 to discuss recreation in Huron Park. At this meeting, it was idientied that the YMCA was interested in initiating a summer program for children in Huron Park. Staff and community partners were invited to discuss opportunities for collaboration and to explore funding options.

Operational Considerations:

At this time, no other alternatives were explored for the summer day camp delivery in Huron Park. Through partnership with the New Outlook group, the YMCA has already completed their preliminary program develop plan for this summer day camp program.

This fall, staff look forward to continued discussions regarding partnership and collaboration opportunities for recreation activities and pursuits in Huron Park.

South Huron's Strategic Plan:

Increase levels of collaboration among stakeholder organizations, municipal administration, and Council.

Financial Impact:

There is no determined fee structure for a program of this nature. Meeting fee in the foyer is \$50.00 plus HST.

Legal Impact:

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

Staffing Impact:

Staff will work together with YMCA program staff to establish timelines that accommodate their summer day camp as well as maintenance schedules for preparation of winter operations at the Stephen Arena facility.

As staff are not on site on a daily basis at the Stephen Arena, they will work with the group to gain access for their program delivery.

Policies/Legislation:

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

Consultation:

Chief Administrative Officer
Financial Services Manager/Treasurer

Related Documents:

Proposal for Municipal Support – YMCA Summer Camp

Respectfully submitted,

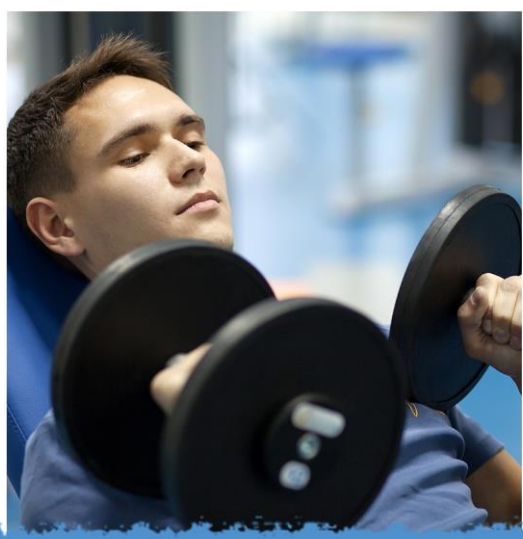
Jo-Anne Fields, Manager of Community Services



Proposal For Municipal Support YMCA Summer Camp

Municipality of South Huron

YMCAs across Southwestern Ontario



Building healthy communities

Exeter, ON
June 2018



YMCAs across Southwestern Ontario

Submitted To:

Jo-Anne Fields, Manager of Community Services
Dan Best, CAO
Municipality of South Huron
322 Main Street South, Exeter, ON N0M 1S6

Submitted on behalf of the YMCA By:

Heather Forbes, Vice President Child Care
Sean Dillon, Senior Manager Business Development
For: Kathi Lomas McGee, Interim President & CEO
YMCAs across Southwestern Ontario
1015 Finch Drive, Sarnia, ON N7S 6G5
heather.forbes@swo.ymca.ca
sean.dillon@swo.ymca.ca

Date:

June 4, 2018

TABLE OF CONTENTS

Executive Summary	2
Section 1: Company Profile	
1.1 Legal Name and Form.....	3
1.2 Mission, Vision and Values	3
1.3 Strategic Plan.....	4
1.4 Governance	4
1.5 The YMCA In Canada	4
1.6 Core Service Areas.....	5
1.7 Support Services.....	5
Section 2: Experience and Qualification	
2.1 YMCA Child Care and Camp Experience and Qualification	7
Section 3: Request for Municipal Support	
3.1 YMCA Summer Camp Program Summary	8
3.2 Subsidized Program Access	8
3.3 Municipal Support Requested.....	8
3.4 Risk Mitigation - Insurance.....	9

EXECUTIVE SUMMARY

The YMCA, an existing provider of Child Care services within South Huron, is pleased to respond to community need for children's summer camp programming within the Huron Park community of South Huron. In consultation with South Huron Community Services, the County of Huron, the Healthy Kids Community Challenge, Exeter Library, Early ON, and the New Outlook Group of Huron Park the YMCA proposes to launch a YMCA Summer Camp at South Huron's Stephen Arena, 69625 Airport Line, Huron Park. The proposed program would provide an enriching summer camp experience for up to 30 children.

Today the Y is established in more than 275 communities around the country and has the long-standing relationships and physical presence not just to promise, but to deliver, lasting personal and social change. With a commitment to nurturing the potential of children, teens and young adults, promoting healthy living, and fostering social responsibility, the YMCA ensures that every individual has access to the essentials needed to learn, grow and thrive.

The YMCA delivers programs and services that are reflective of community need and ensure high quality, life enriching programs are available to all. In fact, the YMCA has already responded to need within the South Huron community through the provision of children's Before and After School programming at both Our Lady of Mt. Carmel, 69220 Bronson Line, Mt. Carmel, and Stephen Central School, 70042 Goshen Line, CREDITON.

Specifically, in the case of this proposal for Municipal support – this guide should serve to provide an overview of our YMCA and our qualification for and experience in the delivery of high quality children's programming. In this proposal the YMCA wishes to highlight its request of the Municipality to:

- Grant permission to the YMCA to conduct a Children's Summer Camp on the grounds of the Stephen Arena including authorization to erect a tent on green space surrounding the arena.
- Provide access to the Arena for use of washroom, storage, and refrigeration facilities in support of the Summer Camp.
- Provide full day access to Arena spaces during periods of inclement weather when programming may not be conducted outside.
- Provide the above at no charge to the YMCA.

Our YMCA is a proven leader in Child Care and Camp programming. Municipal Council and the community can count on the YMCA as a sustainable provider; one who employs local staff and volunteers, and one that empowers people to contribute to the health of their community.

The YMCA respectfully requests Municipal support as outlined in this proposal in order that identified community need for a YMCA Summer Camp program in Huron Park can be addressed. The YMCA looks forward to building upon our current programming offerings within South Huron and is appreciative of Municipal Staff and Council consideration of this proposal.

SECTION 1: COMPANY PROFILE

1.1 Legal Name and Form

YMCAs across Southwestern Ontario (herein after referred to as “YMCA”) is a registered charity incorporated in Ontario in 1949; a charity dedicated to strengthening the foundations of communities. The YMCA does this by nurturing the potential of children, teens and young adults; promoting healthy living; and fostering social responsibility. Focus on inclusiveness and accessibility means the YMCA serves people of all ages, backgrounds and abilities through all stages of life. Through YMCA financial assistance programs, the YMCA is accessible to all. YMCA core offerings include: Licensed Child Care, Health, Fitness & Aquatics, Employment, Settlement & Community Initiatives and Financial Development.

The YMCAs across Southwestern Ontario serve 9 communities across a region that features major membership centres located in Chatham-Kent, Goderich-Huron, Sarnia-Lambton, Lambton Shores, North Middlesex, Central Huron, and Petrolia launching in April 2018.

Legal Name:	YMCAs across Southwestern Ontario
Business Address:	1015 Finch Drive, Sarnia, ON N7S 6G5
Telephone:	519-336-9622 Fax: 519-336-6676
Website:	www.ymcaswo.ca
Email:	ymca@ymcaswo.ca
Board Chair:	Shawn Zettel
Interim President & CEO:	Kathi Lomas-McGee
Charity Registration:	11913 9400 RR0001
Incorporation #:	000067644

1.2 Mission, Vision and Values

Our Mission

Our YMCA is a charity dedicated to the enrichment of community through the growth and development of people in spirit, mind and body.

Our Vision

We empower the potential in each person to contribute to a strong healthy community.

Core Values

CARING - we can be trusted to do the right thing.

HONESTY - we keep our promises, and do what we say we will.

RESPECT - we believe in the good within people.

RESPONSIBILITY - we are leaders, and set an example for others.

INCLUSIVENESS - we create a place for everyone at the YMCA.



1.3 Strategic Plan

Together We Can is the theme of the Strategic Plan outlining YMCA's vision toward 2020 at the YMCAs across Southwestern Ontario.

In the development of this vision, the YMCA arrived at three key strategic initiatives through an extensive process of discovery. Staff spoke in-depth with members across many YMCA communities within the region to discover their greatest needs and priorities. The YMCA asked, listened, researched, and analyzed the data, then went into planning mode to develop a cause-based strategic vision to meet the needs.

Within this process, the YMCA is committed to delivering these programming solutions to the most critical needs identified by families, individuals and communities throughout the region.

Specifically, in response to the social changes and the current health challenges we are all facing, the YMCA's work for the next four years focuses on three social issues. YMCA goals are to:

- Strengthen families.
- Address challenges facing children and youth.
- Improve the personal health of individuals.

1.4 Governance

YMCA Board Members serve as policy volunteers, acting as stewards on behalf of the YMCA. The YMCA actively recruits directors who exhibit a commitment to community development and possess a range of knowledge and experience to strategically affect significant change in our community.

The Interim President and CEO, Kathi Lomas-McGee, has been a leader in our YMCA since 2002. In her role, Kathi liaises with YMCA Canada, the Board, community partners throughout our region and numerous other stakeholders. She also guides the strategic and tactical planning processes and talks regularly with staff in both formal and informal meetings. Kathi is supported by an Executive Management Team, which in turn works with the local leadership to operationalize and track progress against the YMCA's plans.

1.5 The YMCA in Canada

YMCA Canada is dedicated to the growth of all persons in spirit, mind and body, and to their sense of responsibility to each other and the global community.

Statement of Purpose

YMCAs in Canada are individually and jointly committed to achieving and upholding the following shared vision:

Together, across Canada;

- We are building stronger kids, families and communities.
- We are making our communities better places for everyone to live.
- We have more people joining with us as participants, members, volunteers, staff, donors and partners.
- We are a thriving and vibrant network that exchanges ideas, information and expertise in faster and better ways.



- We help and support each other more than ever.
- We are a leading Canadian charity.
- We are the YMCA.

YMCA Canada's current priorities include increasing the capacity of member associations and core YMCA programs through training and development and measuring social impact; significantly increasing the value of the brand through fundraising, strategic collaboration and advocacy; modernizing governance and developing leaders with a national outlook and deep local roots; standardizing service levels and creating capacity to support and provide HR, legal and IT services; harnessing technology to communicate more effectively; and fostering dialogue, transparency and accountability. YMCAs across Southwestern Ontario benefits from these priorities in staff and volunteer training and development, enhanced brand recognition and communications/marketing support, leadership in the Imagine Canada Standards accreditation process, collaboration with colleagues across the country on communications, finance, HR, legal, procurement and other initiatives, improved website design, and sharing of policies and procedures.

1.6 Core Service Areas

The YMCA has 4 core services:

- **Health, Fitness & Aquatics:** Improving the health and fitness of families and adults through membership centre facilities.
- **Child Care:** providing early childhood education in licensed environments including schools.
- **Community Initiatives:** providing an ability to address emerging community needs through education, training and programs for young adults and newcomers to Canada.
- **Opportunities to Give:** Encouraging engagement with the YMCA and opportunities to give.

1.7 Support Services (Association Services, Sarnia)

Association Services supports the YMCA mission by providing administrative leadership and services to all service areas and branches of the YMCA. Accounting and Finance, Communications, Human Resources, IT, Business Development and Marketing professionals provide technical expertise, advice, coaching and tools to build strength and capacity across the association. Administrative and technical staff provides specialized accounting, IT and other administrative services.

Accounting for the YMCA is provided by an accounting team including the Chief Financial Officer, two qualified accountants, accounts payable, accounts receivable and payroll administrators. This staffing level provides for efficient centralized transaction processing, separation of duties, and management accounting support for all service areas and branches.

Using a common computer network across all locations, all transactions are processed using a single point-of-sale software that is fully integrated with the general ledger and provides extensive reporting capabilities. Payroll is outsourced to Ceridian, providing a file for each payroll period that is automatically interfaced with the general ledger.



Proposal for Municipal Support - YMCA Summer Camp Municipality of South Huron

The IT Manager and technical support staff maintain a variety of functional, secure systems to handle all data processing needs and connect employees across the region, as well as providing online services to members and participants.

Effective Human Resources leadership provides oversight of all legal and regulatory employment requirements, while coaching supervisors and strategically managing our most important resource.

Business Development works to define and improve the Association's market position and achieve financial growth, focusing on long-term strategic goals and identifying business opportunities.

Communications and Marketing professionals ensure that our message is on point and effective in reaching its intended audience through a wide and evolving variety of media.

Comprehensive policies and procedures based on the YMCA's by-laws are widely distributed and applied for finance, human resources, information technology and other key functions. This includes health & safety, child protection, privacy, financial controls, data security, the full range of human resources, and other key policies to minimize risk. An enterprise risk management plan has been approved by the Board and implemented. The YMCA's internal controls and practices are supported by the annual external audit, conducted by PWC.

SECTION 2: EXPERIENCE & QUALIFICATION

2.1 YMCA Child Care and Camp Experience and Qualification

The YMCAs across Southwestern Ontario is an experienced provider of service and programs which strengthen community health. The YMCA's ability to deliver its mission in rural communities while filling an existing gap in providing programming that is affordable and accessible to local populations relies upon the support of partners and local communities. The YMCA provides expertise in the delivery of programs and services that focus on outcomes that build healthy communities. The YMCA's proven ability to collaborate and partner to create innovative models that evolve with the changing needs of communities and YMCA partners, has positioned the YMCA as a leader locally and provincially.

Heather Forbes, Vice President of Child Care, manages the operations of the department and is the direct Supervisor for all Child Care Supervisors. Heather completed an Early Childhood Education program at Lambton College in 1990 and is currently pursuing a Bachelor of Applied Science in Early Childhood Studies through the University of Guelph Humber. Heather has proven ability to lead the establishment of new programs, ensure quality delivery and develop rich relationships with school administration. Both the full day and school age programs under Heather's supervision has consistently both met and exceeded quality targets under our Parent Survey and Playing to Learn Curriculum audits along with all Ministry of Education licensing requirements. Heather has been working for the YMCAs across Southwestern Ontario for 18 years.

Debbie Wingrove, Supervisor of Child Care in Huron County, specifically School Age. Debbie completed her Early Childhood Education studies through Georgian College in 1995 and is currently Registered with the College of ECE. Debbie provides support and guidance within her School Age Team of 15 staff throughout Huron County. YMCA school age programs currently operate in 5 schools in the county and with 3 new programs being added for Fall 2018. Debbie's supervision of programs and staffing ensures quality and consistency in meeting Ministry and YMCA policies. Debbie has also worked as a lead School Age and Camp staff. She currently works with the school board to provide a Literacy/Numeracy Camp for children of Huron County each summer. Debbie is passionate about Healthy Child Development and Poverty in Huron County and sits on a number of committees that deal with those topics. Debbie also lives in Huron Park and therefore shares an interest in provision of high quality, affordable programs for children in this area. Debbie has been with the YMCA across Southwestern Ontario for 5 years.

SECTION 3: REQUEST FOR MUNICIPAL SUPPORT

3.1 YMCA Summer Camp Program Summary

The Huron Park YMCA Summer Camp would serve 15 to 30 children in an environment licensed by the County of Huron under the Ontario Day Nurseries Act. The program would operate between the hours of 9 a.m. and 4:30 p.m. also providing Before and After Care during the hours of 7:30 to 9 a.m. and 4:30 to 5:30 p.m. for those families requiring extended care. The program would operate Monday to Friday between July 3 and August 24, 2018. The program will employ 2 to 4 local individuals in the delivery of programming and will be supervised by Debbie Wingrove, School Age Supervisor.

Each day participating children will experience an enriching Summer Camp program that creates experiences that last a lifetime. Our intentional approach to day camp is based on the principles of YMCA Healthy Child Development, and the YMCA values of Caring, Honesty, Respect Responsibility and Inclusiveness. YMCA Day Camps focus on participant outcomes that prioritize play, building relationships, and developing a healthy lifestyle.

3.2 Subsidized Program Access

Financially disadvantaged families will be able to access fee subsidy support through funds provided both by Huron County and the YMCA Recreation, Arts, and Sports Program (YRASP).

Families living in the County of Huron may qualify to have the full or partial amount of their childcare costs paid by the County of Huron if funding permits. Childcare subsidies are available to families living in Huron County that meet certain employment and financial qualifications. Eligibility is determined by guidelines set by the Ministry of Education – Early Learning Division.

The YMCA Recreation, Arts & Sports Program provides financial assistance for children and youth to participate in organized sport and recreational activities. This program has numerous community partners across Southwestern Ontario who are committed to providing accessible sport, recreation and arts programs for all children and youth in each of their communities. This growing network helps match personal interests of each child with opportunities so that kids can participate in multiple programs all year. All partners are committed to child protection practices that help provide safe environments.

3.3 Municipal Support Requested

The YMCA requires the support of the Municipality in order to respond to identified community need in Huron Park for YMCA Summer Camp programming. The YMCA respectfully requests the Municipality of South Huron:

- Grant permission to the YMCA to conduct a Children’s Summer Camp on the grounds of the Stephen Arena including authorization to erect a tent on green space surrounding the arena.
- Provide access to the Arena for use of washroom, storage, and refrigeration facilities in support of the Summer Camp.



- Provide full day access to Arena spaces during periods of inclement weather when programming may not be conducted outside.
- Provide the above at no charge to the YMCA.

3.4 Risk Mitigation - Insurance

The YMCA is fully committed to safeguarding the welfare of all children, young people, and vulnerable adults in its care. It recognizes its responsibility to promote safe practices and to protect children, young people and vulnerable adults from harm, abuse and exploitation.

The YMCA is committed to ensuring that it:

- Provides a safe environment for children, young people and vulnerable adults
- Identifies children, young people and vulnerable adults who are suffering, or likely to suffer, significant harm; and
- Takes appropriate action to see that such children, young people and vulnerable adults are kept safe at the YMCA.

In pursuit of these aims, the YMCA will annually review and approve policies and procedures with the aim of:

- Promoting and implementing appropriate procedures to safeguard the well-being of children, young people and vulnerable adults and protecting them from abuse while participating in Y activities and programs;
- Recruiting, training, supporting and supervising staff and volunteers to adopt best practices to safeguard and protect children, young people and vulnerable adults from abuse and to reduce risk to themselves;
- Requiring staff and volunteers to adopt and abide by Child Protection Policy and procedures;
- Establishing procedures for reporting and dealing with allegations of abuse against members of staff and volunteers; and
- Monitoring and evaluating the implementation of Child Protection policy and procedures and adapting them whenever there is a significant change in the Association or if there are any legal changes.

The YMCA shall obtain and keep in force during the term of its proposed occupancy of the lands and facilities of the Stephen Arena Commercial General Liability Insurance satisfactory to the Municipality and underwritten by an insurer licensed to conduct business in the Province of Ontario. The policy shall provide coverage for Bodily Injury, Property Damage and Personal Injury and shall include but not be limited to:

- A limit of liability of not less than \$10,000,000/occurrence with an aggregate of not less than \$10,000,000.00
- Add the Municipality as an additional insured with respect to the operations of programming on Municipal lands and within Municipal facilities
- The policy shall contain a provision for cross liability and severability of interest in respect of the Named Insured
- Non-owned automobile coverage with a limit not less than \$2,000,000 and shall include contractual non-owned coverage (SEF 96)
- Products and completed operations coverage
- Broad Form Property Damage
- Contractual Liability



Staff Memo

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: June 4 2018
Report: CAO 4-2018
Subject: Special Events Policy

Recommendations:

That the report of Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Special Events Policy be received; and

That Council approve the Special Events Policy as presented; and

That the necessary By-law be forwarded to Council for the required three readings; and

That Schedule "B" of By-law 34-2015 be amended to include the following administration fees for Special Events:

Size of Event	Amount
Administration Fee (non refundable and cannot be waived)	\$50.00
Moderate Event (50-999)	\$50.00
Major Event (over 1000)	\$500.00

Purpose:

Approval

Background and Analysis:

Further to the Committee of the Whole meetings, the draft Special Events Policy is presented to Council for consideration. The following provides highlights at a glance of the policy.

Purpose

The purpose of the Special Events Policy is to ensure public safety, control noise, traffic, odour and nuisance, mitigate any negative impact on the community and to ensure that the Municipality is able to prepare and respond where necessary.

Definition of Special Event

A "Special Event" means an exhibition, concert, festival, parade, bicycle race, or other event organized for the purpose of entertainment or amusement and to which more than 50 people attend held for profit or otherwise.

Regulation

No person shall hold or permit to be held any of the following events or activities on Municipal property, other public facilities or within the Municipality of South Huron unless the Municipality has granted a license for such event or activity

- Parades, processions, marathons, bicycle races and other events utilizing the sidewalks or vehicular travel portion of municipal streets, highways, parking lots or properties including facilities operated by the municipality
- Carnivals, bazaars and similar events which offer such activities as amusement rides or devices, games of skill, animal rides or exhibitions, food concession or live entertainment
- Outdoor festivals offering live or recorded music or entertainment for public or private audiences
- Organized scheduled contests and exhibitions
- Marine events, including any prescheduled organized concentration of watercraft, involving participants and/or spectators, of a competitive or non-competitive nature
- Scheduled races, exhibitions or other events involving the operation of motorized vehicles or any type

Fees and Processing

Licensing will be through the municipal Clerk or designate. The following are key areas regarding the application:

- Fees may be waived if event is for charitable or not-for-profit purposes or that benefit the South Huron Community.
- Application submitted sixty (60) days prior to proposed event.

- Applicants responsibility to obtain, if required, written approvals from outside agencies such as AGCO, OPP, Huron County EMS, Huron County Health Unit or other approval authorities.
- Written Approval of the property owner, if applicant is not the property owner.
- If approval is denied the decision will be provided in writing and will include the reason for denial.

License Approval Process

A License may be issued upon receipt and review and following conditions met:

- Demonstrated benefit to community, residents and businesses
- Compatible with surrounding area or neighbourhood (noise, traffic, crowd control)
- Use of public property, facilities will not unreasonable interfere with normal use of property or general public

If alcohol involved:

- proof of current liability insurance - minimum amount acceptable to the municipality (currently \$5M) – clearly stating address of insured location or event
- copy of liquor license, Special Occasion Permit or application for S.O.P.

If no alcohol involved:

- proof of current liability insurance – minimum amount acceptable to the municipality (currently \$5M) – clearly stating address of insured location or event

Written Approval in favour of the event rmay be required depending on the nature of the event from the following:

- Clerk or designate
- Fire Chief or designate
- Community Services Manager
- Chief Building Official
- Director of Operations and Infrastructure
- Planning Consultant
- AGCO
- OPP
- Huron County EMS
- Huron County Health Unit

Further conditions/requirements that may be requested are the following:

- Payment of a reasonable fee for Municipal property, equipment
- Posting of a performance bond/letter of credit or other surety securing payment
- Adequate crowd control
- Adequate traffic control
- Security
- Fire Protection
- Food handling
- Waste and refuse Disposal
- Noise restrictions
- Municipal Law Enforcement officer inspection
- Building inspection
- Fire Services inspection
- Health Unit inspection

Conformity to other By-laws, Policies, Rules and Regulations

- Municipal Alcohol Policy
- Fees and Charges By-law
- Noise By-law
- Hawkers, Peddlers and Refreshment Vehicles By-law
- Lottery Licensing requirements of the Province of Ontario
- Statutes under the Alcohol and Gaming Commission of Ontario

Financial Impact:

There are no financial impacts as a result of the actions outlined in this memo.

Legal Impact:

There are no legal impacts as a result of the actions outlined in this memo.

Staffing Impact:

The staffing impacts as a result of the actions outlined in this memo are undetermined at this time.

Policies/Legislation:

- Municipal Alcohol Policy
- Fees and Charges By-law
- Noise By-law
- Hawkers, Peddlers and Refreshment Vehicles By-law
- Lottery Licensing requirements of the Province of Ontario
- Statutes under the Alcohol and Gaming Commission of Ontario

Consultation:

Municipal Clerk

Related Documents:

Special Events Policy

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

Purpose:

The purpose of this Special Events Policy is to ensure public safety, control noise, traffic, odour and nuisance, mitigate any negative impact on the community and to ensure that the Municipality is able to prepare and respond where necessary.

Scope:

This policy will apply to all persons, services and programs who wish to deliver a Special Event within the geographic boundaries of South Huron as prescribed in By-law 52-2018.

Policy Statement:

It is the policy of the Municipality of South Huron to conduct the following with respect to Special Events in the geographic boundary of South Huron.

Contents:

Purpose:	1
Scope:	1
Policy Statement:	1
1. DEFINITIONS	1
2. SCOPE	3
3. REGULATIONS.....	3
4. APPLICATION FEES AND PROCESSING	3
5. LICENSE APPROVAL PROCESS	4
6. LICENSE REQUIREMENTS	5
7. EXEMPTIONS	5
8. ADMINISTRATION.....	5
9. OTHER REQUIREMENTS	5
10. OFFENCES	6
11. PENALTIES.....	7

1. DEFINITIONS

For the purpose of this By-law:

“**AGCO**” means the Alcohol and Gaming Commission of Ontario.

“**Application**” means an Application for Special Event License.

“**Building Department**” means Building Services for the Municipality of SOUTH HURON.

“**Certificate of Insurance**” means a document issued by an insurance company that certifies than an insurance policy has been purchased for the Special Event, or which applies to the property on which the Special Event shall



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

occur, and which provides an abstract of the liability provisions of the insurance contract.

“Charitable Organization” means an organization that provides for the Relief of Poverty, the Advancement of Education, the Advancement of Religion, or other charitable purposes beneficial to the community which do not fall under the previous three classifications.

“Clerk” means the Municipal Clerk or designate for the Corporation of The Municipality of SOUTH HURON.

“Community Event” means an event which is held for or which benefits the residents or local area within SOUTH HURON.

“Council” means the Council of the Corporation of The Municipality of SOUTH HURON.

“Emergency Medical Services” means Huron County Emergency Medical Services (EMS).

“Fees” means an application fee or processing fee paid by the applicant of a Special Event License, as outlined in the Fees and Charges By-law.

“Fire Department” means SOUTH HURON Fire and Emergency Services.

“Health Unit” means the Huron County Health Unit.

“In Kind Contribution” means use of municipality owned facilities, equipment or materials at a reduced or waived fee, and/or municipal staff support or expertise for an event at reduced or waived wages.

“License” means a license issued by the Municipality in accordance with a By-law of the Municipality or under a provincial statute.

“Liquor License” means a license issued by the Province of Ontario in the form of a Special Occasion Permit or a Liquor License for the purpose of serving alcohol.

“Major Event” means an exhibition, concert, festival or other organized event, held for profit or otherwise, with more than 1,000 people in attendance.

“Municipality” means the Corporation of The Municipality of SOUTH HURON.

“Not-for-Profit” means an event or activity of a community group or not-for-profit organization that is held without monetary gain.

“Officer” means a Police Officer, Municipal Law Enforcement Officer, or other Officer appointed by the Municipality.

“OPP” means the Ontario Provincial Police.



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

"Person" shall include an individual, corporation, business entity, group or association.

"Special Event" means an exhibition, concert, festival, parade, bicycle race, or other event organized for the purpose of entertainment or amusement and to which more than 50 people attend held for profit or otherwise.

"Municipal Facility" means any land owned or leased by the Municipality of SOUTH HURON which is accessed by or provided for public use, including but not limited to an arena, community hall, park or green space, parking lot, public library, office, opened and unopened road allowances, and those under agreement through a Memorandum of Understanding.

2. SCOPE

- 2.1 This By-law has been enacted to ensure public safety, to control noise, traffic, odour and nuisance, to mitigate any negative impact on the community, and to ensure that the Municipality is able to prepare and respond where necessary.

3. REGULATIONS

- 3.1 No person shall hold or permit to be held any of the following events or activities on Municipal property, other public facilities or within the Municipality of SOUTH HURON unless the Municipality has granted a License for such event or activity:
- Parades, processions, marathons, bicycle races and other events utilizing the sidewalks or vehicular travel portion of Municipal streets, highways, parking lots or properties including facilities operated by the Municipality;
 - Carnivals, bazaars and similar events which offer such activities as amusement rides or devices, games of skill, animal rides or exhibitions, food concession or live entertainment.
 - Outdoor festivals offering live or recorded music or entertainment for public or private audiences.
 - Organized scheduled contests and exhibitions.
 - Marine events, including any pre-scheduled organized concentration of watercraft, involving participants and/or spectators, of a competitive or non-competitive nature.
 - Scheduled races, exhibitions or other events involving the operation of motorized vehicles of any type.

4. APPLICATION FEES AND PROCESSING

- 4.1 A Special Event application may be obtained from the Clerk's Office or from the Municipal website and shall be submitted to the Clerk's Office upon completion.
- 4.2 The application fee is outlined in the current Fees and Charges By-law.



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- 4.3 An application for a Special Event shall be submitted with all required documentation no less than sixty (60) days before the proposed event.
- 4.4 Written approval may be required from outside agencies such AGCO, OPP, Huron County EMS, and the Huron County Health Unit or other approval authorities. It is the responsibility of the applicant to obtain these documents and attach them to the application for License, where applicable.
- 4.5 If the Special Event is to be held on lands owned by other than the applicant, written approval of the property owner shall be submitted with the application.
- 4.6 The applicant may be required to meet with staff from the Clerk's Office and other Municipal Departments. The Clerk shall forward the completed application to other departments as needed for comment.
- 4.7 If approval for an event is denied, such decision will be provided in writing setting forth the reasons for denial. Such decision may be appealed to Council.

5. LICENSE APPROVAL PROCESS

- 5.1 A Special Event License may be issued upon receipt and review of an application if, in the opinion of the Clerk, the following conditions have been met:
- There is a demonstrated benefit to the community, residents and businesses by holding the event;
 - The proposed event or activity is compatible with the surrounding area or neighbourhood, giving consideration to acceptable increases in noise, traffic, crowd control and other municipal concerns;
 - Any proposed use of public property, rights of way or facilities will not unreasonably interfere with the normal use of the property, rights of way or facilities by the Municipality or the general public;
 - The applicant shall provide written proof of Commercial General Liability (CGL) and Liquor Liability (if alcohol is being sold or served) Insurance in relation to the event in an amount consistent with the recommendation of the Municipality's insurance broker of record. The policy must name the Municipality of SOUTH HURON as an additional named insured. The policy must include coverage for cross liability and shall contain an endorsement to provide the Municipality of SOUTH HURON with thirty (30) days written notice of cancellation or material change that would diminish coverage
 - The Certificate of Insurance shall be submitted to the Municipality with the application clearly stating the address of the insured location or event;
 - Municipal resources, if applicable, to support the proposed activity are available;
 - All comments or recommendations from Municipal Departments and related agencies have been received and are favourable;



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- h) Any concerns noted shall require reconciliation before approval is granted.

6. LICENSE REQUIREMENTS

- 6.1 Further conditions or requirements may be imposed to ensure health, safety, welfare and nuisance control. Such conditions may include, but are not limited to:
- a) The payment of a reasonable fee for the use or allocation of Municipal property and equipment, and the posting of a performance bond, a letter of credit irrevocable up to ninety (90) days after the conclusion of the event, or other surety securing payment of such fee;
 - b) The provision of adequate crowd control and traffic control, security, fire protection, food handling, waste and refuse disposal, and noise restrictions;
 - c) Inspections conducted by the Municipal Law Enforcement Officer, Building Services or Fire Department, and the local Health Unit may be required based on the size, location and nature of the event.

7. EXEMPTIONS

- 7.1 This By-law shall not apply to Special Events organized by the Municipality.
- 7.2 At the discretion of the Clerk in consultation with the Community Services Manager, the requirement for a Special Event License for the community arenas, any community hall, or those properties as listed under the Parks audit may be waived.
- 7.3 Events held at locations which are properly zoned and designated for the event shall not require a License, however the Municipality must be notified of all such events.

8. ADMINISTRATION

- 8.1 The Clerk's Division shall be the main contact for Special Events in the Municipality. Administration of this By-law may be conducted through By-law Enforcement, Fire and Emergency Services, Building Services, or Community Services.

9. OTHER REQUIREMENTS

- 9.1 Any Special Event License issued to a person, group or business under this By-law shall adhere and comply with other Municipal by-laws, policies, rules and regulations, and those of other governmental agencies.
- 9.2 A Major Event, whether for profit or not-for-profit, where more than 1,000 people will be in attendance, shall require the approval of Council.



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- 9.3 Municipal by-laws, policies, rules and regulations noted in Section 9.1 may include, but are not limited to the most recent version of the following:
- a) SOUTH HURON Municipal Alcohol Risk Management Policy
 - b) User Fees for Facility Rentals
 - c) Noise By-law
 - d) Refreshment Vehicles
 - e) Lottery Licensing requirements of the Province of Ontario
 - f) Statutes under the Alcohol and Gaming Commission of Ontario
- 9.4 Other proposed events or uses that have not otherwise been identified in existing Municipal by-laws or policy documents may be regulated by the Special Events By-law in order to minimize any conflict that may result from the use.
- 9.5 Should an applicant fail to comply with any of the provisions of this By-law, and any provisions of the Special Event License or any other by-laws of the Municipality, the Clerk may, at any time, revoke or suspend the Special Event License without notice.
- 9.6 Should an application for a Special Event License under this By-law be denied or revoked, the application may be reconsidered at a subsequent occasion upon the applicant addressing, to the satisfaction of the Clerk, the reasons given for the initial denial of the application
- 9.7 An Officer of the Municipality may enter onto private property at any reasonable time for the purpose of carrying out an inspection to determine compliance with:
- a) This and any other Municipal by-law;
 - b) A direction or order of the Municipality made under the *Municipal Act*, the *Ontario Building Code Act*, or under a Municipal by-law;
 - c) A condition of a license issued under this or any other Municipal by-law.

10. OFFENCES

- 10.1 No person shall permit or hold a Special Event as defined herein without first obtaining a Special Event License issued under this By-law.
- 10.2 No person shall hold or permit to be held a Special Event except in accordance with the terms and conditions set out in the License.



Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

11. PENALTIES

- 11.1 Every person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for in the *Municipal Act*.
- 11.2 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable:
- a) on a first conviction, to a fine of not more than \$10,000.00; and
 - b) on any subsequent conviction, to a fine of not more than \$25,000.00.
- 11.3 Any corporation which contravenes any provision of this By-Law is guilty of an offence and upon conviction is liable:
- a) on a first conviction, to a fine of not more than \$50,000.00; and
 - b) on any subsequent conviction, to a fine of not more than \$100,000.00.



Staff Report

Report To: South Huron Council
From: **Dan Best, Chief Administrative Officer/Deputy Clerk**
Date: June 4 2018
Report: CAO 13-2018
Subject: Market and Feasibility Study Community Hub/Recreation Centre RFP Results

Recommendations:

That the report of Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Market and Feasibility Study Community Hub/Recreation Centre Request for Proposal (RFP) results be received; and

That Council authorize the award of RFP-005-2018 to LeisurePlan International in the amount of \$34,600 plus HST to proceed with the Market and Feasibility Study for the Community Hub/Recreation Centre.

Purpose:

Approval

Background and Analysis:

On May 9, 2018 RFP-005-2018 was issued to seek out the provision of services for the Market and Feasibility Study for the Community Hub Recreation Centre. The closing date for the RFP was May 22, 2018 @4:00 pm.

The opening was attended by the Director of Financial Services and the Chief Administrative Officer. Councillor Hebert and Deluca were present for the bid opening. In addition it should be noted that a *double envelope bid process* was adopted.

For reference, the double envelope system separates the technical proposal (based on and intended to meet the statement of work) from the financing or cost proposal in the form of two separate and sealed envelopes.

An evaluation team consisting of two representatives from the Project Steering Committee and the YMCA consultant analyzed the bids with the assistance of the Chief Administrative Officer.

During the evaluation, all of the technical proposal submissions are opened and evaluated first, followed by the financial proposal submissions. The objective of this process is to ensure a fair evaluation of the proposal. The technical proposal would be evaluated purely on its technical merits and its ability to meet the requirements set forth in the without being unduly skewed by the financial proposal.

A total of two (2) bids were received by the deadline. The bids were evaluated based on the following framework on May 24, 2018:

Evaluation Criteria	Weighting	Leisure Plan International	FJ Galloway
Demonstrated performance of the firm for contracts of this size and nature for municipalities of similar size including but not limited to Firm Profile, References	10	10	10
Relevant experience and qualifications of key personnel identified to perform the work including but not limited to Project Experience.	10	8	8.3
Approach and methodology to meet the Municipality's requirements	50	37.5	32
Cost	30	29.7	29.1
Total	100	85.2	79.4

Based on the above cumulative scoring, LeisurePlan International is the preferred proponent for RFP-005-2018.

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:

\$35,000 was estimated for this element of the feasibility studies process. A cumulative amount of \$125,000 was incorporated as part of the 2018 budget process. Both bids were under this amount with LeisurePlan International bidding at \$34,600 plus HST and FJ Galloway and Associates bidding at \$33,900 plus HST.

Legal Impact:

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

Staffing Impact:

Staffing implications as a result of the actions outlined in this report are not quantifiable at this time. The impact will be linked to the coordination of information and data to be updated and incorporated into the website

Policies/Legislation:

Procurement By-law 33-2017

Consultation:

None

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: June 4 2018
Report: CAO 14-2018
Subject: Main Street Revitalization Initiative

Recommendations:

That the report from Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Main Street Revitalization Initiative be received; and
That Council authorize staff to

Purpose:

Approval

Background and Analysis:

The Main Street Revitalization Initiative is a \$26 million fund to help municipal governments undertake main street revitalization activities that support and benefit small businesses. AMO has agreed to administer the funding on behalf of the Ministry of Agriculture, Food and Rural Affairs (OMAFRA). AMO signed the Agreement with OMAFRA on March 12, 2018. The Agreement's effective date is April 1, 2018.

All lower and single tier municipal governments are eligible for the allocation based funding. The formula for the funding was established by OMAFRA without the need for an application or matching funding. It empowers municipalities to make investment decisions within the program's parameters

As of April 1, 2018, municipal governments can invest in revitalization activities that will support small businesses through activities undertaken to revitalize main streets. The work can be identified as priority through an existing Community Improvement Plan or municipal physical infrastructure priorities identified through other municipal land use planning document for the municipality's main street that involves the construction, renewal, renovation or redevelopment, or material enhancement in each of the following categories:

Implementation of priority financial incentives in existing Community Improvement Plans such as:

- a. Commercial building façade improvements;
- b. Preservation and adaptive reuse of heritage and industrial buildings;
- c. Provision of affordable housing;
- d. Space conversion for residential and commercial uses;
- e. Structural improvements to buildings (e.g. Building Code upgrades);
- f. Improvement of community energy efficiency; and
- g. Accessibility enhancements.

Funding of strategic municipal physical infrastructure such as:

- a. Signage – wayfinding/directional, and gateway;
- b. Streetscaping and landscape improvements – lighting, banners, murals, streetfurniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails; and
- c. Marketing plan implementation – business attraction and promotion activities, special events.

Municipalities can identify projects in one or both categories.

Eligible Costs that could be considered as part of this initiative are:

- Costs directly and reasonably incurred on or after April 1, 2018 up to and including March 31, 2020 for construction, renewal, or material enhancement activities funded under existing Community Improvement Plan financial incentive programs; and/or,
- Costs directly and reasonably incurred on or after April 1, 2018 up to and including March 31, 2020 for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

Ineligible Costs that could be considered as part of this initiative are:

- Costs incurred prior to April 1, 2018 or after March 31, 2020;
- Any costs associated with providing any Reports to AMO;
- Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;
- Costs for infrastructure works in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;
- Costs of infrastructure works that does not improve energy efficiency, accessibility, aesthetics of marketability of small business within a main street area;
- Costs of infrastructure works outside of main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;
- The cost of leasing of equipment, any overhead costs, including salaries and other employment benefits of any employees, its direct or indirect operating or administrative costs, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with eligible costs above;
- Taxes, to which the municipality is eligible for a tax rebate;
- Purchase of land or any interest therein, and related costs; and,
- Routine repair and maintenance costs.

For the Municipality of South Huron, an amount of \$46,576.98. At this time, a determination for funds has not been ascertained but would require consultation with the BIA in order to assess maximum value for the program. A subsequent report will be required to come to Council for June 18, 2018 in order to meet the June 20, 2018 deadlines for submission of all required documentation. Administration and BIA Staff are meeting this week to assess options and make recommendations moving forward.

Operational Considerations:

As this is seeking authorization to proceed with grant funding, there are no operational considerations.

South Huron's Strategic Plan:

Section 6.2.1 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

- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable, and Collaborative Governance
- ✓ Dedicated Economic Development Effort

Financial Impact:

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

Legal Impact:

There are no legal implications as a result of the actions outlined in this report as the elements of the agreement are the signing of a Transfer Payment Agreement (TPA) and the commitment to follow the elements of the agreement.

Staffing Impact:

There are no staffing implications as a result of the actions outline din this report.

Policies/Legislation:

None

Consultation:

Director of Financial Services
BIA Staff

Related Documents:

None

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk



Staff Memo

Report To: South Huron Council

From: **Dan Best, Chief Administrative Officer/Deputy Clerk**

Date: June 4 2018

Report: CAO 5-2018

Subject: Alcohol Risk Management Policy

Recommendations:

That the memo of Dan Best, Chief Administrative Officer dated June 4, 2018 regarding the Alcohol Risk Management Policy be received; and

That Council approve the Alcohol Risk Management Policy as presented; and

That the necessary By-law be forwarded to Council for the required three readings; and

That Staff review Schedule E of By-law 34-2015 and bring back a subsequent report respecting the provision and sale of alcohol at municipal facilities.

Purpose:

Council approval

Background and Analysis:

The proposed policy is intended to ensure that all Special Occasion Permits (SOP) obtained and operated within Municipal properties of the Municipality of south Huron are managed effectively and properly and it is also intended to promote a safe, enjoyable environment for those who use these facilities.

The Municipal Alcohol Risk Management Policy provides a framework on events involving alcohol.

It is intended that Staff will review the policy on an annual basis and should changes be required, recommendations will be made to Council. The policy itself will require a fulsome review Council minimally every five years.

The key objectives for the proposed policy are reflected in the following high level areas:

- Informing permit holder(s) of their responsibilities in ensuring proper supervision and operation of Special Occasion Permit (SOP) Events to help protect the organizers, participants, volunteers and Municipality from liability.
- Providing appropriate procedures to individuals or groups wishing to hold events in Municipal facilities in order to ensure that all Alcohol and Gaming Commission of Ontario (AGCO) legislation pertaining to Special Occasion Permit (SOP) events is properly understood and complied with.
- Providing a balanced use of alcohol through a Special Occasion Permit (SOP) so that alcohol becomes a responsible part of a social function, rather than the reason for the social function.
- Reinforcing responsible drinking practices for consumers through appropriate operation procedures, controls, training, and education.

Financial Impact:

It is anticipated that there will be some reduction in revenue as a result moving towards the requirement of Special Occasion Permits for all events where alcohol service and consumption occurs. At this time, that figure is not quantifiable. However, the elimination of the revenue sharing on gross sales that currently exists may initiate more rental activity from community organizations and groups that would now be able to retain 100% of their revenue sales as opposed to 85% under the current structure.

Legal Impact:

Risk to the Municipality will be reduced by moving towards all events requiring a Special Occasion Permit and eliminating the South Huron liquor license and catering endorsement.

Staffing Impact:

There should be no staffing implications as a result of the actions outlined in this report

Policies/Legislation:

Liquor Licence Act

Noise By-law

Smoke Free Ontario Act

Proposed Special Events Policy

Consultation:

Municipal Clerk

JLT Insurance Brokers

Related Documents:

Alcohol Risk Management Policy

Appendices for Policy Implementation

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk

APPENDIX A
SPORTS ACTIVITY AGREEMENT

Name of Team/Group/Organization _____
(Please Print)

Name of Contact Person _____
(Please
Print)

Name of Facility _____
(Please
Print)

In consideration of the Municipality of South Huron permitting our organization to use its facilities, it is hereby acknowledged and agreed that:

- 1) Alcohol cannot be consumed at the Municipal facilities.
- 2) The attached guidelines and requirements of this Agreement have been read and understood.
- 3) If any member of my organization is consuming alcohol at these facilities, a registered letter of warning will be issued advising of the Policy Violation and indicating that no further violations will be tolerated. Independent action can be taken by the Ontario Provincial Police (O.P.P.) at its discretion.
- 4) If any member of my organization violates the Policy within one year of receiving a warning, the whole group will be suspended from using any Municipal Facility or area for a period of one year.
- 5) Prior to the use of municipal facilities, I will provide the Municipal administration with the names and addresses of the team captains or others in a position of authority at the event in order that a brochure outlining the Policy can be forwarded to them.
- 6) As an event organizer, I will review the terms of this Agreement with the participants and I will explain that any violation of this Policy will not be permitted. It is understood that violation could result in independent action by the O.P.P. and future facility usage will be jeopardized.
- 7) My/Our organization agrees to indemnify and save harmless the Municipality of South Huron from all claims for injuries or losses of any kind whatsoever that may arise as a result of a breach of this agreement, the Municipal Alcohol Risk Management Policy, or as a result of my/our organization's negligence arising directly or indirectly from this event being held.

Name: _____

Signature: _____

Date: _____

**APPENDIX B
SPECIAL OCCASION PERMIT AGREEMENT**

Name of Team/Group/Organization _____
(Please Print)

Name of Contact Person _____
(Please
Print)

Name of Facility _____
(Please
Print)

In consideration of the Municipal permitting our organization to hold an event licensed for the sale of alcohol on Municipal premises, it is hereby agreed and acknowledged that:

- 1) I have received and reviewed a copy of the Municipal Alcohol Risk Management Policy.
- 2) I have read the attached guidelines and requirements of this Agreement.
- 3) The organization and I agree to adhere to the conditions of this Policy, the Liquor Licence Act of Ontario and terms of the Special Occasion Permit.
- 4) If an infraction of the Policy occurs, the Municipality will warn or suspend my organization from using the facilities for a period of one year.
- 5) The organization or I may be held liable for any injuries and/or damage arising from failure to adhere to the requirements of the Liquor Licence Act of Ontario, and the terms and conditions as outlined in this Permit.
- 6) The Ontario Provincial Police (O.P.P.) and Liquor Licence Board Inspectors can lay charges for infractions of the Liquor Licence Act of Ontario or other relevant legislation.
- 7) My organization will indemnify and save harmless the Municipality of South Huron from all claims for injuries or losses of any kind whatsoever that may arise as a result of our organization's negligence directly or indirectly with respect to this event being held.

Name: _____

Signature: _____

Date: _____

**APPENDIX C
GUIDELINES FOR SPECIAL OCCASION PERMIT HOLDERS:**

As the contact person for a Special Occasion Permit, you must ensure that your organization is aware that it can be held liable for injuries and damages arising from breach of its agreement with the Municipality, the Alcohol Risk Management Policy and/or contravention of the Liquor Licence. These conditions include serving someone to intoxication, serving someone who is already intoxicated, serving minors and failing to prevent impaired individuals from driving. In order to help reduce your organization's risk of liability, the following guidelines shall be adopted.

1. **Monitor the entrance** with at least one person, aged 19 or over. This allows staff to request identification and to ensure underage, intoxicated, rowdy or potentially troublesome patrons are not allowed entrance. It is easier to prevent problems if such people are not admitted to your event.
2. **Monitor each exit** with at least one person, aged 19 or over, or in smaller venues ensure the exits are visible to monitors. This allows you to take reasonable steps to prevent impaired people from driving. These reasonable steps can include using a designated driver either from the non-drinking participants at the event or from your group of helpers. Alternatively, it can consist of paid transportation, either by friends of the intoxicant, or your organizing group eg. taxi. If these efforts fail, the police should be contacted.
3. **Provide adequate monitors** to supervise the event, encourage moderate drinking and ensure that any problems that arise are dealt with appropriately for the duration of the event.
4. **In order to reduce the levels of intoxication** and the rate of consumption, staff should encourage patrons to consume food, low alcohol beverages, and non-alcoholic beverages. The Permit Holder will ensure that "high alcohol" beer (in excess of 5%) is not sold.
5. **In order to reduce the risk of intoxication**, avoid serving oversized drinks, double shots of spirits, or beer in pitchers. Do not allow drinking contests, volume discounts or other marketing practices which encourage increased alcohol consumption.
6. **Refund unused drink tickets for cash on demand.** To do otherwise encourages increased consumption and intoxication.
7. **Ensure the facility is adequately lighted**, signs are visible and stairs are clear. As the occupier of the premises, your organization is required to ensure the physical setting is safe for both drinkers and non-drinkers. Your organization may be held liable if an accident occurs due to the physical set-up of the facility or area.
8. **Prevent patrons from engaging in activities that can harm themselves or others.** As the organizer, you must take reasonable steps to prevent foreseeable harm whether patrons are intoxicated or not.
9. **Do not contravene the Liquor Licence Act** by serving minors, intoxicated patrons, or by serving to intoxication. Ensure that serving staff know the signs of intoxication and are prepared to cut off patrons.
10. **Support serving staff in adhering to the Liquor Licence Act** by allowing them the flexibility to offer discounts on food or non-alcoholic drinks. By allowing this discretion, staff can defuse potentially troublesome incidents when patrons should not be served more alcohol.
11. **If an alcohol-related violation occurs**, act promptly to rectify the situation and restore adherence to the Liquor Licence Act. Whenever the Act is violated at your event, you are at risk of being charged and having a legal action launched against you.

**APPENDIX D
REQUIREMENTS FOR SPECIAL OCCASION PERMIT
HOLDERS**

- 1) (a) All permits shall include the statement "NO MINORS ALLOWED" unless approved otherwise at least two weeks in advance by the facility operator.
 - (b) All monitors are responsible to see that participants do not leave the facility with beer or liquor containers. Bartenders are responsible for enforcing the liquor regulations as set by the Liquor Control Board of Ontario. All bartenders are encouraged to be Server Intervention Program (S.I.P.) certified.
 - (c) The bar will close no later than the agreed time as per specific rental location and all lights will be turned on. Ticket sales will not be permitted beyond 30 minutes prior, and no "LAST CALL" will be permitted.
 - (d) All spirits, wine and beer must be removed from the tables by 30 minutes after bar closure time.
 - (e) All spirits, wine and beer must be removed from the facility by the Permit Holder immediately after the event unless an alternate arrangement is approved by management upon the issuing of the Permit. All spirits, wine and beer left in the facility are the responsibility of the Permit Holder.
 - (f) Persons must vacate the facility no later than 60 minutes after bar closure. If the building is not vacated by that time an additional charge of \$75.00 may be levied.
 - (g) The Permit Holder is responsible to see that alcohol is served and consumed only in areas designated in the liquor licence.
- 2) The Permit Holder will be responsible for providing and paying for (if required) the ticket taker and seller, and for crowd control and policing. Crowd control and policing will be at the discretion of the Huron County OPP Detachment Commander or his designate.
 - 3) The Permit Holder will be responsible for any damage to the facility and/or property during contracted times. The Municipality will be compensated in full and expenses will be invoiced to the Permit Holder.
 - 4) The Permit Holder will be responsible for all additional costs to the Municipality resulting from special setups or additional clean up that the Permit Holder fails to complete.
 - 5) The Permit Holder will provide the Municipality with proof of liability insurance, naming the Municipality of South Huron as co-insured.
 - 6) The Permit Holder understands that the Chief Building Official will determine maximum capacity for "beer tent" activities and Municipal facilities as well as establishing open emergency routes clearly marked on site. Fencing requirements depicting the number of exits, entrances and height and type of fencing must be submitted to the Chief Building Official for his/her approval prior to the event taking place.

- 7) The Municipality of South Huron Building Department requires a site plan of all tents and structures and applicable measurements. Section 8 of the Building Code Act pertaining to building permits applies to all tents that are:
 - a) more than 60 m (650 sq. ft.) in aggregate ground area (i.e., 20' x 32');
 - b) attached to a building; and
 - c) constructed less than 3 m from other structures.

- 8) Inspections through the Building Department must be arranged prior to the end of the last business day, prior to the day of event. A Permit Fee in accordance with the Fees By-Law for the Municipality is applicable.

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

Purpose:

The Municipality of South Huron (the "Municipality") owns and manages facilities where alcohol consumption is not permitted and other facilities where alcohol consumption is permitted under the authority of a Special Occasion Permit. The Municipality has developed an Alcohol Risk Management Policy (the "Policy") to promote a safe, enjoyable environment for those who use these facilities.

Scope:

A range of problems can arise from alcohol consumption. These problems can affect not only the individuals consuming alcohol but other people who use the facilities. These problems include:

- vandalism and destruction of municipal property
- police being called to municipal property
- injuries to drinkers or other individuals
- liability arising from alcohol related injuries or deaths
- increased insurance rates as a result of alcohol related incidents
- loss of insurance coverage should the insurer's risk assessment escalate
- charges under the Province's Liquor Licence Act against the Municipality and/or the Special Occasion Permit Holders
- suspension or loss of alcohol permit privileges by the Liquor Licence Board of Ontario
- loss of enjoyment by non-drinking and moderate drinkers
- complaints lodged by offended parties
- decreased use of facilities by people concerned about alcohol consumption
- loss of revenue as a result of decreased use of Municipality facilities
- increased public concern about alcohol consumption
- adverse publicity with respect to alcohol consumption

In many instances, these problems will not be attributable to moderate drinkers or those who respect the rules regarding alcohol consumption. The majority of these problems will arise from drinkers who engage in unacceptable drinking practices. These are:

- (a) Drinking to intoxication;
- (b) Drinking and driving;
- (c) Underage drinking; and
- (d) Drinking in prohibited areas.

To the extent that these unacceptable drinking practices can be reduced, the likelihood of alcohol related problems will accordingly diminish. For those who do



Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

not engage in these targeted drinking practices, the Policy will be minimally intrusive. The Policy is not intended to prevent legal and safe drinking.

Policy Statement:

The Municipality of South Huron wishes to ensure the following with respect to the Alcohol Risk Management Policy:

- to protect the municipality, residents, its staff, community organizations, volunteers and participants;
- to ensure there are effective management practices at social events held in Municipally owned facilities where alcohol use is permitted;
- to comply with the Provincial Liquor Licence Act;
- to designate facilities and areas where alcohol use is permitted;
- to provide operational procedures for those holding events in Municipally owned facilities where alcohol is permitted;
- to ensure that events where alcohol use is permitted are properly supervised and operated;
- to equip staff and volunteers with the skills they need to manage events and enforce the policy

Contents

Purpose: 1

Scope: 1

Policy Statement: 2

Contents 2

AREAS DESIGNATED FOR THE CONDITIONAL USE OF ALCOHOL 3

AREAS DESIGNATED WHERE ALCOHOL USE IS PROHIBITED..... 3

CONDITIONS UNDER WHICH ALCOHOL USE IS PERMITTED 4

I.E. SPECIAL OCCASION PERMIT 4

RATIO OF WORKERS FOR PRIVATE/PUBLIC EVENTS 5

RATIO OF WORKERS FOR PRIVATE EVENTS (Municipal Facilities) 5

RATIO OF WORKERS FOR PUBLIC EVENTS (Municipal Facilities) 6

VOLUNTEER JOB DESCRIPTIONS AND RESPONSIBILITIES 7

Permit Holder 7

Event Sponsor 7

Bartenders 7

Floor Monitor 7

Door Monitor 7



Policy Name: Alcohol Risk Management Policy
Policy Number: A09-Protection and Enforcement Services-002
Section: Licences
Effective Date: 2018-06-04
By-law or Resolution: 53-2018
Supersedes: n/a
Last Revision: n/a
Schedule for Review: 2023-06-03

Ticket Seller 7
 Special Security 7
 SALE OF ALCOHOL 8
 ACCOUNTABILITY 9
 SECURITY DEPOSIT 9
 SAFE TRANSPORTATION 9
 OTHER 10
 ENFORCEMENT PROCEDURES FOR POLICY VIOLATION 10
 AREAS WHERE ALCOHOL IS PROHIBITED 10
 AREAS WHERE ALCOHOL IS PERMITTED 11

AREAS DESIGNATED FOR THE CONDITIONAL USE OF ALCOHOL

- South Huron Recreation Centre Banquet Hall – 510
- South Huron Recreation Centre Common Room – 25
- South Huron Recreation Centre Foyer – 250 South Huron Recreation Centre Arena Floor – 1,399
- South Huron Recreation Centre Warmroom – 56
- South Huron Recreation Centre Section of Top deck – 125
- South Huron Recreation Centre Agricultural Building – 363 South/272 North
- Kirkton-Woodham Community Centre – 450
- Dashwood Community Centre – 180
- Crediton Community Centre – 150
- Centralia Community Centre – 150
- MacNaughton Park
- Port Blake Day Park

AREAS DESIGNATED WHERE ALCOHOL USE IS PROHIBITED

The Liquor Licence Act of Ontario prohibits the consumption of alcohol in public places unless a licence or a Special Occasion Permit has been used. However, *Council may approve the designation of any site at its discretion.*

1. Municipal Parks – Municipal parks are locations where many family events occur. These parks are open parks absent of enclosures and controls and are not suitable for alcohol consumption, except for those park areas listed in 2.0.

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

2. Arena Dressing Rooms – The arena change rooms shall be clearly designated as areas not suitable for drinking alcohol before, during or after sporting events.
3. Swimming Pool facilities – Alcohol is not permitted in this area due to safety concerns.
4. Operations and Infrastructure Facilities
5. All Fire Service Facilities
6. Municipality of South Huron Council Chambers, Administration Offices and Library

CONDITIONS UNDER WHICH ALCOHOL USE IS PERMITTED

I.E. SPECIAL OCCASION PERMIT

1. Anyone who wishes to serve alcohol at a designated site must complete the Special Occasion Permit Agreement that stipulates the conditions under which alcohol may be served. In addition, the person responsible must obtain a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario (AGCO) obtained at the local LCBO and show proof of the approved permit to the Municipal Representative at least five days prior to the event.
2. Anyone who wishes to serve alcohol at any other Municipal location other than the above designated locations must complete an application to be presented to Council 60 days prior to the event with all relevant details. Acceptance of any such applications by Council shall be conditional upon the applicant completing the Special Occasion Permit Agreement and obtaining a Special Occasion Permit from the Alcohol and Gaming Commission of Ontario, as required above.
3. The Special Occasion Permit Holder must ensure that all conditions imposed by the Liquor Licence Act and the Municipality are adhered to at the event. The Municipality reserves the right to refuse any applicant permission to run a licensed event on its property and to impose whatever restrictions it deems appropriate.
4. All Special Occasion Permit Holders are required to adhere to the following conditions imposed by Law or Regulation:
 - The Permit Holder will accept only a photo driver's licence, photo Health



Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- Card or a passport as identification for alcohol purchase or consumption.
- The Permit Holder shall provide the Municipality with a list and a copy of his/her/its/their certificates of Smart Serve Program trained bartenders, as well as the number of monitors working at the event, two weeks prior to the scheduled event. Any amendments to this list will be submitted to the Municipality.
 - The Permit Holder will ensure that the bartenders and servers do not serve alcohol to underage, intoxicated, rowdy or unauthorized people at the event.
 - Door monitors, if required, must be present at all times during the event.
 - The monitors, bartenders and alcohol servers will not consume alcohol at the event during their scheduled shift of duty, nor will they be under the influence of any alcohol consumed prior to the event.
 - Public Events are open to the general public and may involve the sale and consumption of alcohol. Examples include, but are not limited to, community festivals, sporting and outdoor events, etc.

RATIO OF WORKERS FOR PRIVATE/PUBLIC EVENTS

The following chart represents the suggested number of workers required for each type of event. Private events are events attended by invitation only (i.e. weddings, business meetings) and public events are those open to the public, including events where tickets are purchased by the general public (i.e. stag and does, community festivals, etc.) The requirements of the event will be assessed individually by the Community Services Manager and the event organizer. The nature of the event will determine the number of security officers or police officers to be present.

RATIO OF WORKERS FOR PRIVATE EVENTS (Municipal Facilities)

Attendance	# of Bartenders	# of Floor Monitors
0 - 50	1 trained	(required if patrons are not visible to bartenders during the event)
50 - 100	1 trained	1 trained 1 untrained - only if allowing participants under the age of majority



Policy Name: Alcohol Risk Management Policy
Policy Number: A09-Protection and Enforcement Services-002
Section: Licences
Effective Date: 2018-06-04
By-law or Resolution: 53-2018
Supersedes: n/a
Last Revision: n/a
Schedule for Review: 2023-06-03

101 - 300	1 trained	1 trained 2 untrained - only if allowing participants under the age of majority
301 and over	At the discretion of the Municipality in consultation with OPP	At the discretion of the Municipality in consultation with OPP

RATIO OF WORKERS FOR PUBLIC EVENTS (Municipal Facilities)

Attendance	# of Bartenders	# of Floor Monitors	# of Door Monitors	# of Uniformed Police
Up to 100	1 trained	Optional	1 trained	Optional
101 - 300	1 trained 1 untrained	1 trained 1 untrained	1 trained	Optional
301 - 500	2 trained 1 untrained	1 trained 2 untrained	1 trained 1 untrained	At the discretion of Municipality in consultation with OPP
501 - 700	2 trained 2 untrained	2 trained 2 untrained	2 trained for Main Entrance 2 untrained per additional exit	At the discretion of Municipality in consultation with OPP
701 +	3 trained 3 untrained	3 trained 3 untrained	2 trained for Main Entrance 2 untrained per additional exit	2 O.P.P. Officers minimum

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

VOLUNTEER JOB DESCRIPTIONS AND RESPONSIBILITIES

Permit Holder

Signs the alcohol permit, is the general manager of the event and assumes responsibility and liability for the operation of the event.

Event Sponsor

She or he must attend the event, ensure that adequate server-trained staff are available, co-ordinate and help staff, ask for help from security if necessary.

Bartenders

Accept tickets for the purchase of alcohol drinks, serve drinks, monitor for intoxication, refuse service when patron appears to be intoxicated or near intoxication and offer no-alcohol substitutes. Must be 19 years of age or over.

Floor Monitor

Chats with participants, monitors patron behaviour, monitors for intoxication, responds to problems and complaints, refuses service, removes intoxicated person, suggest safe transportation alternatives. Must be 19 years of age or over.

Door Monitor

Checks identification and signs of intoxication, keeps out intoxicated and troublesome individuals, monitors for those showing signs of intoxication when leaving the event, recommends safe transportation options, and arranges for coat checking. Must be 19 years of age or over.

Ticket Seller

Sells alcohol tickets, monitors for intoxication, refuses sale to patrons at or near intoxication, may refund tickets on request. Must be 19 years of age or over.

Special Security

Patrols the room, scans for potential trouble, notifies event staff and permit holder of potential incidents, helps event staff in handling disturbances. Must be 19 years of age or over.

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

SALE OF ALCOHOL

1. Sale of tickets shall be monitored by personnel who has completed SmartServe training for excessive consumption by any one person.
2. A sign will be provided by the Municipality and must be posted at the bar and the entrance(s) to all events outlining the rules on the serving of alcohol. The sign will contain the following information:

“The Municipality of South Huron strives to provide recreation facilities for the enjoyment of all members of the community.
Our servers are required by law not to serve an intoxicated person or to serve anyone to the point of intoxication.”
3. You must be 19 years of age or older to purchase or consume alcohol beverages and provide Photo I.D. only.
4. Permit Holder may refund any unused tickets at any time during the event until the bar closes. We reserve the right to refuse service.”
5. A Sign approved by the Municipality of South Huron must be posted, stating the name of the Special Occasion Permit holder and the telephone number of the facility operator and the Alcohol and Gaming Commission of Ontario.
 - Name of Permit Holder & Rental Group
 - Huron County OPP #
 - Alcohol and Gaming Commission of Ontario #
 - Municipality of South Huron #
 - South Huron Community Services #
6. A sign must be posted in all facilities eligible for alcohol, thanking designated drivers for their contribution to the health and safety of their friends and the community at large.

“We appreciate our Designated Drivers and thank them for their contribution to the health and safety of their friends and the community. In recognition of your contribution, we are pleased to offer free coffee and/or soft drinks.”

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

7. The Permit Holder will ensure that the sale of “high alcohol” beer is prohibited. “High alcohol” beer is defined as beer with an alcohol content of more than 5%.
8. The Permit Holder will ensure that non-alcoholic beverages are available.

ACCOUNTABILITY

1. The Permit Holder will obtain and provide written proof of Commercial General Liability (CGL) and Liquor Liability Insurance in relation to the event in an amount consistent with the recommendation of the Municipality’s insurance broker of record. The policy must name the Municipality of SOUTH HURON as an additional named insured. The policy must include coverage for cross liability and shall contain an endorsement to provide the Municipality of SOUTH HURON with thirty (30) days written notice of cancellation or material change that would diminish coverage
2. The Certificate of Insurance shall be submitted to the Municipality with the application clearly stating the address of the insured location or event. A copy of this Policy will be provided to the Municipality no later than 2 weeks prior to the event.

SECURITY DEPOSIT

A security deposit as per the Municipal Fees By-law, in either cash or certified cheque, shall be provided to the Municipality no later than one week prior to the event. The cost to repair any damages to the facility or area, which occurred during the event, shall be taken from this deposit. In the event that the amount of the security deposit is insufficient to cover the cost to repair, the Municipality reserves the right to pursue the shortfall from the Permit Holder including any expenses incurred by the Municipality in recovering the shortfall.

SAFE TRANSPORTATION

The Permit Holder is responsible for promoting safe transportation options for all alcohol-consuming participants. Examples of safe transportation options are:

- a designated driver selected from non-drinking participants at the event;
- a designated driver may be provided by the sponsoring group;

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- paid transportation eg. taxi.

OTHER

The Municipality reserves the right to introduce other conditions, from time to time, at its discretion.

The Municipality in the interest of public safety, may direct termination of a Special Occasion Event at its option. The Municipality shall not be liable to the Permit Holder or anyone claiming under the Permit Holder for any fees, costs, damages expenses or loss of profit whatsoever for terminating the event.

ENFORCEMENT PROCEDURES FOR POLICY VIOLATION

AREAS WHERE ALCOHOL IS PROHIBITED

- A violation of this Policy occurs when individuals consume alcohol in a Municipal facility or area where alcohol is prohibited. Intervention can be initiated by a member of the group using the facility, management of the Municipality or a member of the O.P.P.
- A group member may intervene by informing the offending individual(s) that Municipality Policy prohibits alcohol consumption and demand that it cease. Group organizers should feel encouraged to intervene in this way, as intervention at other levels will result in a loss of privileges.
- When a member(s) or organized groups have violated the Municipal Policy, the group will be sent a registered letter advising of the violation, and indicating that no further violations will be permitted.
- Should members of an organized group/team violate the Policy within one year of receiving notice of their first violation, the group will be suspended from using the Municipality facility or area for a period of one (1) year. A registered letter will be sent to the contact person advising of the suspension. A copy of the suspension letter will be provided to Municipal Council.
- An Officer of the O.P.P. may intervene in a violation of this Policy on his or her initiative or in response to a request either from the Municipality or a member of the general public. The Officer may ask that the alcohol

Policy Name:	Alcohol Risk Management Policy
Policy Number:	A09-Protection and Enforcement Services-002
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	53-2018
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

consumption stop, or order the individuals or organized group to leave the facility or area. In addition, the Officer may, at his or her discretion, lay charges against the offending individuals under the Liquor Licence Act of Ontario or any other relevant legislation.

AREAS WHERE ALCOHOL IS PERMITTED

- A violation of this Policy occurs when the Special Occasion Permit Holders fail to comply with the conditions of the Liquor Licence Act of Ontario or the Terms of the Municipal Alcohol Risk Management Policy. Intervention can be initiated by any participant at the event, management of the Municipality, an O.P.P. Officer or an Inspector of the Liquor Licence Board of Ontario.
- A member of the organizing group or the designated monitor may intervene by informing the offending individual(s) of the Policy violation and demand that it ceases. Group members and monitors should feel encouraged to intervene in this way as intervention at other levels could result in a loss of privileges and the laying of charges by the O.P.P.
- Where the Special Occasion Permit Holders have violated the Municipal Policy, a registered letter advising of the violation and indicating that no further violations will be tolerated will be forwarded to the Permit Holder(s). A copy of the letter will be forwarded to the O.P.P. for their information.
- Should the Special Occasion Permit Holders violate the Policy within one year of receiving notice of their first violation, the organizers will be suspended from using the Municipal facility or area for a period of one (1) year. A registered letter will be sent to the contact person advising of the suspension. A copy of the suspension letter will be provided to the Municipal Council.
- An Officer of the O.P.P. or an Inspector from the Liquor Licence Board of Ontario or a member of management may intervene on a violation of this Policy on his or her initiative. Depending on the severity of the infraction, charges may be laid under the Liquor Licence Act of Ontario or any other relevant legislation.

MUNICIPALITY OF SOUTH HURON**QUOTE DATE:**

03-May-18

SHRC - Facility

Quotation

Date of Event: June 22nd - 24th, 2018
Renter Name/Address: Jessica's House Music Weekend
 C/O Deb Homuth

<u>ITEM ID</u>			<u>AMOUNT</u>
RC-AG	Ag Building Rental	Large Event (\$570.00x2)	1,140.00
ACTIVE PARKS	0710-15-0100-0000	Rodeo Ring (\$90.00x3)	270.00
ACTIVE PARKS	Diamond Rental	Full Weekend Fee	389.00
	Sub Total		1,799.00
	HST		233.87
	Total		\$ 2,032.87
	TOTAL OWING		\$ 2,032.87

FEES-BUILDING

Events <u>not</u> requiring a liquor licence i.e. Family Reunion	\$110.00
Large party events requiring a liquor licence	\$570.00
Tournaments requiring a liquor licence-daily rate	\$303.00
Tournaments requiring a liquor licence-hourly rate	\$51.50
Concession Booth	\$84.00
Minor Sports	\$55.00
Vehicle Storage - per measured space occupied	\$1.70

FEES-BALL FIELDS & OTHER PARKS

Minor Sports - per registrant	\$17.50
Exeter and Crediton diamond rental without lights-per game	\$33.50
Exeter and Crediton diamond rental with lights-per game	\$49.00
Exeter Diamonds Tournament Fee-Friday Rental	\$113.00
Exeter Diamonds Tournament Fee-Saturday Rental	\$163.00
Exeter Diamonds Tournament Fee-Sunday Rental	\$113.00
Exeter Diamonds Tournament Fee-Friday,Saturday,Sunday	\$389.00
Horse Ring-per show, per day	\$90.00
Soccer Pitch Fee with dressing room use-per game	\$47.50
Pool Rental (Exeter or Kirkton) per hour	\$105.00

**Minister of
Seniors Affairs**

6th Floor
400 University Avenue
Toronto ON M7A 2R9
Tel.: (416) 314-9710
Fax: (416) 325-4787

**Ministre des Affaires
des personnes âgées**

6e étage
400, avenue University
Toronto ON M7A 2R9
Tél.: (416) 314-9710
Télec.: (416) 325-4787



May 4, 2018

Dear Friends:

June is Ontario's 34th annual Seniors' Month. This year's theme, "Now's the time to start something new," highlights how aging does not prevent any of us from leading fulfilling lives. Seniors continue to contribute to our community and we can all benefit from their wisdom, friendship, and experience.

To help spread the word, we have enclosed a copy of this year's poster in English and French. If you would like additional copies, please send an email to infoseniors@ontario.ca and indicate the quantity you require and your full mailing address. Posters are available while quantities last.

Finally, I continue to encourage everyone to celebrate Seniors' Month by hosting an event in your community. For more information about programs and services that are available to help seniors lead a healthy, active, and engaged life over 65, please visit our new website ontario.ca/AgingWell.

Thank you for your continued support and for celebrating Ontario's seniors.

Sincerely,

A handwritten signature in black ink, appearing to read "Dipika".

Dipika Damerla
Minister

Enclosure

Municipality of *Bluewater*

NOTICE OF A PUBLIC OPEN HOUSE & PUBLIC MEETING REGARDING THE 5-YEAR REVIEW OF THE MUNICIPALITY OF BLUEWATER OFFICIAL PLAN

TAKE NOTICE that the Corporation of the Municipality of Bluewater will hold an open house and a public meeting under Section 17 & Section 26 of the Planning Act to consult with the public about revisions and updates to the Bluewater Official Plan.

ANY PERSON may attend the open house and/or make written or verbal representation. Written comments are requested by no later than June 22nd, 2018 and can be mailed to the municipal office (Box 250, 14 Mill Ave, Zurich, N0M 2T0) or mwalker-bolton@huroncounty.ca

PUBLIC OPEN HOUSE will be held:

Drop in anytime between 1:00p.m.- 8:00pm,
Tuesday, June 19th, 2018
at the Stanley Complex, 38594 Mill Road (just west of Varna)

TAKE NOTICE A PUBLIC MEETING will be held:

6:00p.m.
Tuesday, July 3rd, 2018
Council Chambers at the Stanley Complex, 38594 Mill Road (just west of Varna)

PURPOSE AND EFFECT

The Corporation of the Municipality of Bluewater is undertaking an update of the Official Plan, a land use planning document that is a statement of where and how development should take place. The Plan includes the vision, goals and policy directions for development and building in the Municipality. The proposed amendment affects all lands within the municipality.

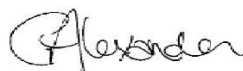
ANY PERSON may attend the public meeting and/or make written or verbal representation, either in support of or in opposition to the proposed official plan amendment.

IF A PERSON OR PUBLIC BODY does not make oral submissions at a public meeting or make written submissions to the Corporation of the Municipality of Bluewater before the Official Plan Amendment is adopted, the person or public body is not entitled to appeal the decision of the County of Huron to the Local Planning Appeal Tribunal.

IF A PERSON OR PUBLIC BODY does not make an oral submission at a public meeting or make written submissions to the Corporation of the Municipality of Bluewater before the Official Plan Amendment is adopted, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Board, there are reasonable grounds to add the person or public body.

ADDITIONAL INFORMATION relating to the proposed Official Plan amendment is available for inspection during regular office hours at the Bluewater Municipal office or by contacting the Municipality by email at planninginfo@municipalityofbluewater.ca.

DATED AT THE MUNICIPALITY OF BLUEWATER THIS 23rd DAY OF MAY, 2018



Chandra Alexander
Clerk, Municipality of Bluewater
14 Mill Street, Box 250, Zurich, Ontario
N0M 2T0 (519) 236-4351

We want your comments on this important document!

The draft amendment is available online at: <http://www.municipalityofbluewater.ca/Public/Official-Plan>

**Board of Directors Meeting Highlights
Held on May 17, 2018 at 9:00 AM
at the MRF Board Room**



Final Food and Organic Waste Framework

The Ministry of the Environment and Climate Change released the Food and Organic Waste Framework on April 30, 2018. For details on the actions and policies, please access the Framework on:

- The Environmental Registry (<https://ero.ontario.ca/notice/013-1814>), and
- The Ministry of Environment and Climate Change website (<https://www.ontario.ca/page/food-and-organic-waste-framework>)

The Food and Organic Waste Framework consists of two complementary components:

Food and Organic Waste Action Plan, which outlines strategic commitments to be taken by the province to address food and organic waste.

Food and Organic Waste Policy Statement under the Resource Recovery and Circular Economy Act, 2016, which provides direction to the province, municipalities, producers, Industrial, Commercial and Institutional sector (e.g. retailers, manufacturers, hospitals, schools), the waste management sector and others to further the provincial interest in waste reduction and resource recovery as it relates to food and organic waste.

The Policy Statement was issued by the Minister of the Environment and Climate Change, pursuant to Section 11 of the Resource Recovery and Circular Economy Act, 2016, on April 30, 2018 and came into effect at that time.

China announces import ban on an additional 32 scrap materials

Chinese government identifies 16 materials to be banned by the end of 2018, another 16 at the end of 2019. China's Ministry of Ecology and Environment (MEE) announced April 19, 2018, that China will ban imports of 32 types of scrap materials (which the MEE labels as “solid waste”).

Sixteen materials, including scrap metals considered “Category 7” such as motors and wire and cable scrap, will be banned from import beginning Dec. 31, 2018, MEE says in an online announcement (in Chinese).

Another 16 types, including some forms of stainless steel scrap, will be banned beginning Dec. 31, 2019. The full list of banned materials is available online (in English).

The new policies follow earlier announcements to prohibit 24 categories of recyclable materials beginning Jan. 1, 2018, and the imposition of tighter quality standards on all scrap imports beginning March 1, 2018.

China began importing secondary raw materials in the 1980s and subsequently grew to become the world's largest importer of recyclables.

The Chinese government began taking action to phase out such imports in 2017, citing environmental concerns. Many recyclers and policy analysts, however, sense protectionism in the moves, since China's government has indicated it is taking measures to replace the imports with domestic resources before the end of 2019.

Wind Up Direction for the Municipal Hazardous or Special Waste (MHSW) Program

On April 12, 2018, the Minister issued a wind up direction letter to Stewardship Ontario for the MHSW program.

Stewardship Ontario must submit a wind up plan for the MHSW program to the Resource Productivity and Recovery Authority (the Authority) no later than June 30, 2019, and the program is to cease operation on December 31, 2020. The wind up direction to Stewardship Ontario and a complementary policy direction to the Resource Productivity Recovery Authority (Authority) can be found on the Authority's website (<https://rpra.ca/municipal-hazardous-or-special-waste-mhsw-program-wind-up/>).

Volvo Trucks presents second electric truck model in three weeks



Just three weeks after the unveiling of Volvo Trucks' first all-electric truck, the Volvo FL Electric, the company is expanding its product range with yet another electric truck. The Volvo FE Electric is designed for heavier city distribution and refuse transport operations with gross weights of up to 27 tonnes. Sales will commence in Europe in 2019.

The first Volvo FE Electric, a refuse truck with a superstructure developed together with Europe's leading refuse collection bodybuilder, Faun, will start operating in early 2019 in Germany's second-largest city, Hamburg.

Today, each conventional refuse vehicles emits approximately 31.300 kg carbon dioxide every year. An electrically powered refuse truck with battery that stands a full shift of eight to ten hours is a breakthrough in technology. Another benefit is the fact that Stadtreinigung Hamburg generates climate-neutral electricity that can be used to charge the batteries."

The new Volvo FE Electric will be offered in several variants for different types of transport assignment. For instance with Volvo's low-entry cab, which makes it easier to enter and exit the cab and gives the driver a commanding view of surrounding traffic. The working environment improves too as a result of the low noise level and vibration-free operation. Battery capacity can be optimised to suit individual needs, and charging takes place either via the mains or via quick-charge stations.

Mack to test fully electric collection vehicle in New York, in 2019

Electromobility, video telematics and updates on LR models focus for Mack at Waste Expo

At Waste Expo in Las Vegas, Mack hosted a press conference with several announcements, including the availability of pre-wired Lytx video telematics, new features for LR model collection trucks, as well as an announcement about the advancement of electromobility for collection fleets, through a pilot project planned for New York City, in 2019.



Mack Trucks plans to have a fully electric Mack LR refuse model equipped with an integrated Mack electric drivetrain operating in North America in 2019. The New York City Department of Sanitation (DSNY), one of Mack's largest customers, will test the demonstration vehicle in its highly demanding operations.

According to Mack, at this stage of electromobility technology and infrastructure development, a fully electric vehicle will deliver the most value within a closed loop application, in which the truck returns home every night, such as refuse. Benefits of fully electric trucks include zero emissions, significantly reduced noise and environmental sustainability. The ability to operate quietly at night is particularly attractive to refuse customers in urban areas.

SWANA announces renewed focus on plastic reduction and recycling

SWANA announced that it is committing to a renewed focus on improving recycling practices and reducing the generation of single-use plastics.

The Silver Spring, Maryland-based Solid Waste Association of North America (SWANA) has announced that it is committing to a renewed focus on improving recycling practices and reducing generation of single-use plastics.

In support of this renewed focus on ending plastic pollution, SWANA emphasized to all members and the public that “reduce and reuse” comes before “recycle” on the waste hierarchy for a reason, and noted that primary efforts should center on reducing the amount of waste generated and finding ways to give products a longer life cycle in order to reduce environmental impacts.

To successfully process plastic waste, the public must be educated on what goes into the blue bin to make smarter recycling choices: Plastic bags cause jams to processing equipment, batteries cause serious fires and food waste can contaminate an entire bale.

Contamination has been a major concern in the wake of China’s waste import restrictions. Recycling exports have declined and SWANA acknowledges the need for increased governmental support for North American recycling programs, an industry that provides jobs, tax revenue and preserves landfill space. SWANA recently sent a letter to key congressional leaders in the U.S. urging that recycling be included in any future Infrastructure bill.

SWANA’s new Recycling Task Force is working to address how North America can successfully and sustainably process the amount of plastic that is in our waste stream by initiating public education efforts, actively calling for increased funding for recycling infrastructure and exploring new opportunities to increase demand for recycled content.

China freezes out US scrap shipments for 30 days

Nation's shuttering of CCIC offices effectively seals market for May 2018.

The Washington-based Institute of Scrap Recycling Industries (ISRI) has notified its members that it has learned that the U.S. operations of CCIC North America (CCIC NA) have been suspended for one month, effective May 4 through June 4, 2018.

"As a result, no [outbound scrap shipment] inspections can be arranged or certificates issued during this period," states ISRI, as CCIC's preinspection system in North America has been temporarily closed. "There is no doubt that this will severely impact U.S. scrap exports to China," the organization says in its May 3 announcement.

According to ISRI, "This action affects only the scrap recycling industry and only shipments from the United States [and] containers that received CCIC approval prior to May 4 but that have not yet obtained their certificate will encounter difficulty at the port of entry."

The association also indicates that exporters responsible for containers that fail CIQ (China Inspection and Quarantine Services) inspection at a Chinese port could face losing their AQSIQ (General Administration of Quality Supervision, Inspection and Quarantine) export license.

According to ISRI, the Chinese General Administration of Customs has issued a notice stating specific steps are being taken because of the failure of "multiple batches" of material arriving at Chinese ports that did not meet the government's environmental protection standards.

Beginning May 4, all shipments arriving from the U.S. will be required to be 100 percent opened for inspection. Shipments containing unwanted materials will be subject to "100 percent examination with lab testing analysis," in a procedure that one trader based in south China suggests would cost about \$20,000.

The materials listed as unwanted in the ISRI notification are: "hot plastic waste plastics, metal scrap containing powder and the waste papers containing hard-to-be-identified special paper (silicone paper, wet wax paper, thermal paper, moisture-proof paper, etc.) and waste paper with suspected hazardous materials."

Other steps are being taken:

CCIC NA has been suspended from performing inspections and issuing certificates for scrap materials bound for China effective May 4, 2018, and continuing through June 4, 2018.

CCIC NA has been placed on an "A category risk early warning measure." This penalty is aligned with AQSIQ regulations issued late last year that became effective Feb. 1 and includes new guidelines for holding exporters and inspectors responsible for shipments that fail to meet quality standards.

Those same AQSIQ regulations also allow independent inspection companies to apply for a Chinese government license to issue preshipment inspection certification for scrap exports. "Unfortunately, we believe there have been no licenses issued to any inspection company outside of CCIC NA since Feb. 1st, thus the penalty has been placed on the industry's only option for preshipment inspection and thus effectively shuts down the trade," ISRI says.

Port inspectors are directed to carefully review inspection and shipping documents to verify, among other information, that the preshipment inspection certificate was issued before shipping, proper preshipment inspection was conducted, and all addresses and other information is accurate.

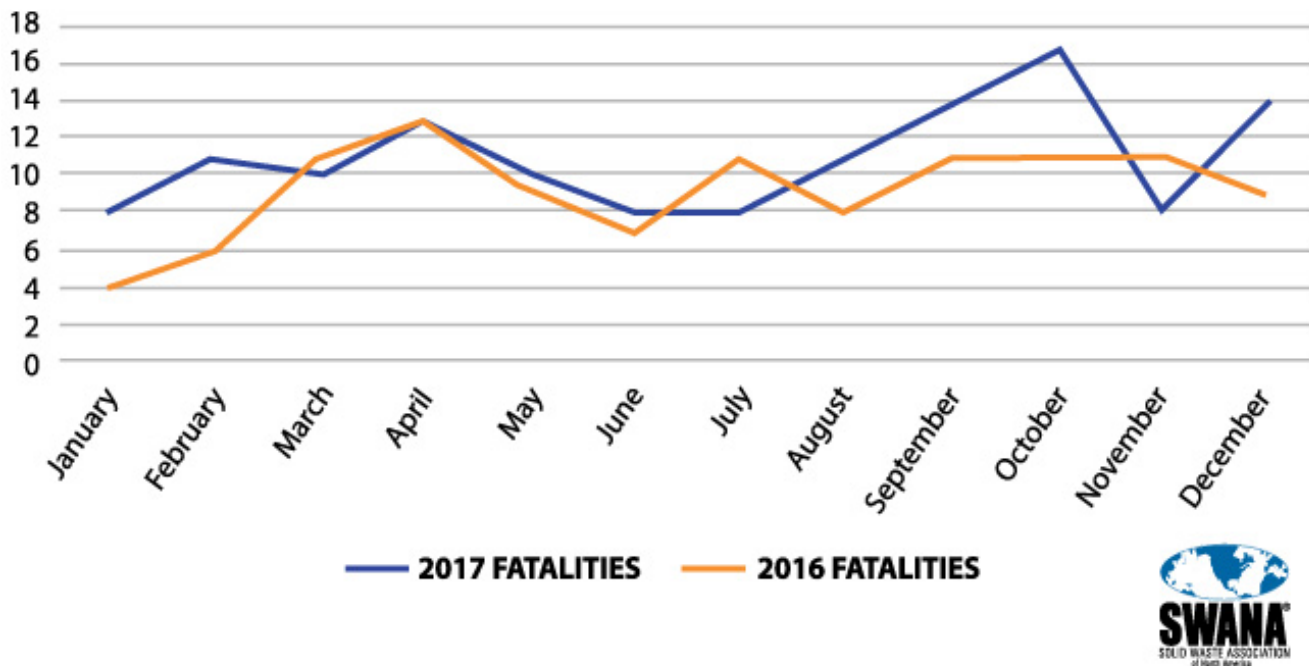
The action takes place at the same time the two nations are trading tariff enactments and media reports are circulating that Chinese buyers have halted their purchases of U.S. soybeans.

It also occurred on the first day of a two-day round of negotiations between high-level Trump administration negotiators and the Chinese government on critical aspects of the U.S.-China trade relationship. Neither side in those negotiations made any public announcements at the end of the first day (Thursday, May 3), and when the negotiations concluded at the end of China's workday Friday, May 4, the Xinhua news agency of China reported only that "considerable differences still exist on some issues [and] continued hard work is required for more progress."

SWANA Releases Sobering Solid Waste Industry Fatality Data for 2017

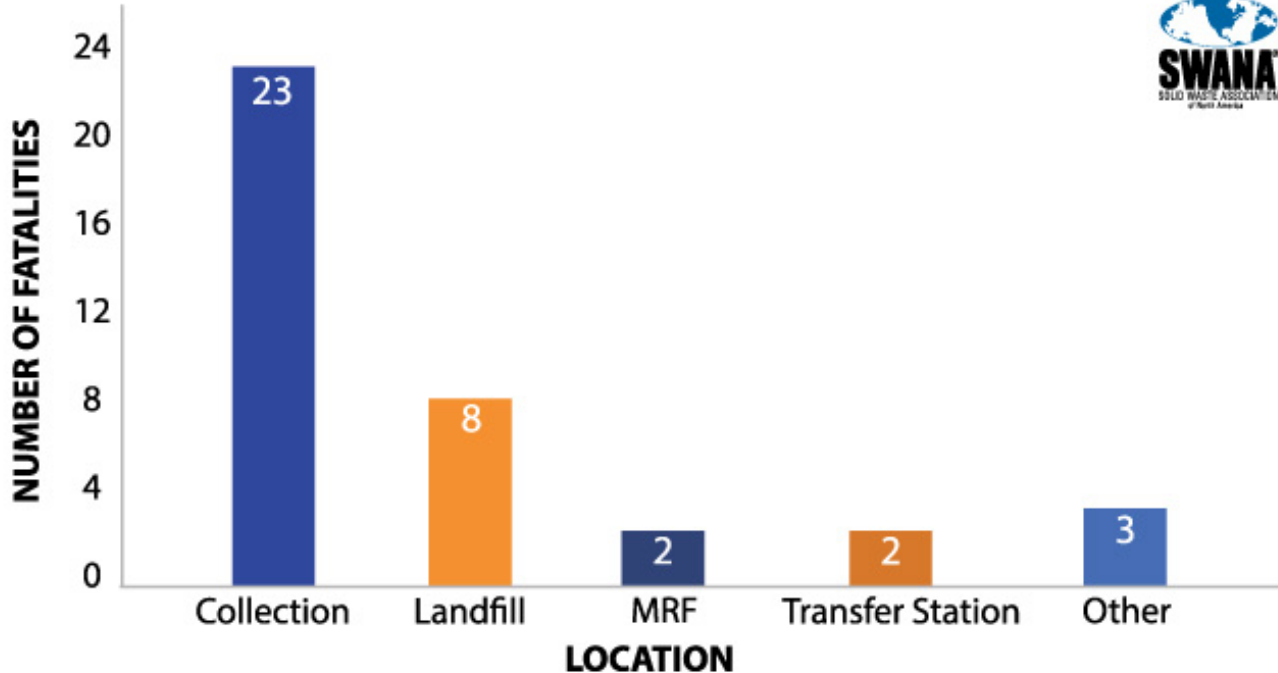
SWANA releases its 2017 solid waste industry fatality data with 132 recorded fatalities – an 18 percent increase in total fatalities compared to 2016, with almost all incidents occurring in the United States. SWANA records and investigates fatal incidents that involve solid waste management as part of its mission, and releases industry data to create a better understanding of the state of safety in the solid waste industry and where improvements are necessary. In 2017, there were 94 members of the public killed and 38 workers on the job, with over 75 percent of the incidents involving a private sector solid waste company. October 2017 had the most fatalities at 17, though no month had fewer than eight. Compared to 2016, April had the most with 13 fatalities and January had the least with four. “I am disappointed in the waste industry’s safety performance in 2017 based on the fatality-related data that SWANA maintains,” said David Biderman, SWANA’s Executive Director and CEO. “There were an unacceptable number of preventable fatal incidents involving our trucks and equipment.”

FATALITIES BY MONTH



The majority of deaths involving a member of the public occurred on the roadways, with 60 percent involving a solid waste vehicle and at least one other vehicle. Sixteen of these cases involved the other vehicle crossing into the lane of an oncoming waste vehicle. Ultimately, there were 94 third-party fatalities: 57 were drivers of or passengers in other vehicles, 23 were pedestrians, eight were bicyclists, four were motorcyclists, and two occurred at disposal facilities. Of the 38 workers who died on the job in 2017, approximately 60 percent were killed during collection, 21 percent died at a landfill, with the remainder occurring at Material Recovery Facilities, transfer stations and other locations. A disproportionate number of these incidents involved small companies, usually haulers with fewer than 20 trucks. Half of the fatalities that occurred at landfills were drivers working on or around their trucks at the time of the incident, and two of them were spotters.

2017 WORKER FATALITIES BY LOCATION



“We need to do a better job of communicating to front line workers the importance of wearing safety belts while in the truck, lockout-tagout, and backing carefully, in order to mitigate the risk of preventable accidents,” added Biderman. Consistent with previous years, solid waste workers died in a wide variety of ways, including being struck by their own truck, falling off the riding step, and colliding with other vehicles on the road and equipment at disposal facilities. In four of the 37 fatal incidents, a collection worker was struck and killed by another vehicle.

These sobering industry statistics are why SWANA is proud to support recent efforts to pass Slow Down to Get Around (SDTGA) legislation in several states, including South Carolina, Kansas, Ohio and Maryland. Recently passed in Nebraska, 17 states now have SDTGA laws on the books.

The first two worker fatalities in 2017 were both in Maryland, including the death of City of Laurel employee Marcus Colbert. City of Laurel Mayor Craig Moe testified at the Maryland statehouse to help pass the state’s SDTGA bill, which is expected to be signed this spring. “The City of Laurel was grateful and privileged to work with the Solid Waste Association of North America on Maryland’s new legislation; Motor Vehicles – Operation When Approaching Vehicle with Visual Signals will raise public awareness and provide a consistent message to motorists to pay attention to their surroundings to Slow Down to get Around,” said City of Laurel Mayor Moe. “This legislation will allow workers on our roadways to successfully complete their assignments safely and to return to their families at the end of the work day,” add Mayor Moe. SWANA embraces the goal of getting all workers home safely and urges industry professionals to use SWANA’s safety resources, including the “Five to Stay Alive” safety series, weekly Safety Monday mailings, and safety events and trainings across North America, to move the solid waste industry off the federal government’s list of most dangerous jobs.

Machinex Introduces Samurai sorting robot at Waste Expo and IFAT

Self-aware sorting technology developed in partnership with AMP Robotics

Featuring a unique 4-articulation robot, this machine employs superior artificial intelligence (AI) technology to identify materials for accurate, positive product recovery or as a precise quality control function. The AI operates according to a pre-determined order of task hierarchy to maximize financial return while continually improving and learning from operating experience to assure maximum recognition efficiency.

According to Machinex, compared to a human sorter, which achieves an average of 35 picks per minute, the SamurAI manages to double this average by reaching 70 picks per minute. The SamurAI has been designed to accommodate sorting conveyor width up to 48 inches while offering a modular design for multiple robot configurations.



Machinex says they have responded to the requirements of MRF operators, and that this robotic solution will reduce reliance on manual labour working in difficult environments, therefore reducing ongoing operating costs while improving overall system performance.

In recent years Machinex has developed equipment such as ballistic separators and optical sorters for integration into both new and existing sorting facilities to achieve extremely high recovery and purity levels. The SamurAI therefore comes in support to enhance the automation and the performance of the complete plant in order to reach the strict quality standards of the local and export markets and divert more material from landfill.

After a very detailed and rigorous process to select a partner to provide Machinex with an artificial intelligence system, AMP Robotics was engaged due to their wide experience and expertise within the recycling industry. AMP Robotics is well represented within the North American market and their AI technology is installed and successfully operating in several material recovery facilities. The role of AMP Robotics will be to provide the artificial intelligence for the robot, while Machinex will provide all of the required robotic hardware and will ensure its complete system integration.

Matanya Horowitz, CEO of AMP Robotics: "We are very excited to be partnering with Machinex, an industry leader in material recovery. With Machinex we not only expand our market reach but gain a truly collaborative and deeply experienced partner who shares our vision of the potential of artificial intelligence in the recycling industry."

The first two SamurAI units will be installed immediately following Waste Expo, in May 2018, at locations in both the United States and Canada. With the two new SamurAI and multiple AMP installations, Machinex is positioned to deliver the knowledge and experience to insure successful future operations. Further robots are soon to be installed while a number of other sales are currently being finalized with customers both from North America and Europe.

Max-AI AQC-2 robotic sorter expands application to newspaper sorting

AI-powered robotic sorter is now available for paper sorting applications



The Max-AI AQC (Autonomous Quality Control) product line from Bulk Handling Systems (BHS) has expanded with the release of the AQC-2 for paper sorting applications. Max-AI technology employs artificial intelligence (AI) to make material identification and selection decisions; high-speed robotic sorters carry out the sorting. The AQC-2 features two robotic sorters and is able to sort on belt widths up to 72" (1800mm). The release of the AQC-2 complements the earlier release of the AQC-1, which has been used to sort containers and contamination in plastics and metals, and to recover high value items from residue.

The new capabilities coincide with the industry's demand for technology to create a clean news product. The AQC-2 sorts at speeds superior to manual sorting while recovering cardboard, containers and plastic film and removing contamination to create a clean news product. The AQC-2 complements BHS' Tri-Disc technology and NRT optical sorters to fully automate the quality control process for paper and containers. The level of automation possible with Max-AI technology will significantly lower operating costs - especially while running multiple shifts - while adding production and quality capabilities that surpass those of manual sorting.

While it doesn't make financial sense to add another optical sorter to remove the remaining small cardboard, it does make sense to add the AQC-2, equipment that will recover the remaining cardboard while at the same time removing other commodities or contaminants from the news stream. The results have been excellent and the investment really pencils out. We are thrilled to have a solution for our customers that creates clean news with zero labor and provides a fast return on their investment."

Automation to impact at least 50% of Canadian jobs in the next decade: RBC research

A new RBC research paper, *Humans Wanted – How Canadian youth can thrive in the age of disruption*, has revealed that 50% of Canadian jobs will be disrupted by automation in the next 10 years.

As a result of this disruption, Canada's Gen Mobile – young people who are currently transitioning from education to employment – are unprepared for the rapidly changing workplace. With 4 million Canadian youth entering the workforce over the next decade, and the shift from a jobs economy to a skills economy, the research indicates young people will need a portfolio of “human skills” to remain competitive and resilient in the labour market.

Key Findings:

- Canada's economy is on target to add 2.4 million jobs over the next four years, virtually all of which will require a different mix of skills.
- A growing demand for “human skills” will grow across all job sectors and include: critical thinking, co-ordination, social perceptiveness, active listening and complex problem solving.
- Rather than a nation of coders, digital literacy – the ability to understand digital items, digital technologies or the Internet fluently – will be necessary for all new jobs.
- Canada's education system, training programs and labour market initiatives are inadequately designed to help Canadian youth navigate the new skills economy, resulting in roughly half a million 15-29 year olds who are unemployed and another quarter of a million who are working part-time involuntarily.
- Canadian employers are generally not prepared, through hiring, training or retraining, to recruit and develop the skills needed to ensure their organizations remain competitive in the digital economy.

RBC Future Launch is a decade-long commitment to help Canadian youth prepare for the jobs of tomorrow. RBC is committed to acting as a catalyst for change, bringing government, educators, public sector and not-for-profits together to co-create solutions to help young people better prepare for the future of the work through “human skills” development, networking and work experience.

Top recommendations from the report include:

- A national review of post-secondary education programs to assess their focus on “human skills” including global competencies
- A national target of 100% work-integrated learning, to ensure every undergraduate student has the opportunity for an apprenticeship, internship, co-op placement or other meaningful experiential placement
- Standardization of labour market information across all provinces and regions, and a partnership with the private sector to move skills and jobs information to real-time, interactive platforms
- The introduction of a national initiative to help employers measure foundational skills and incorporate them in recruiting, hiring and training practices

About the Report

RBC Economics amassed a database of 300 occupations and drilled into the skills required to perform them now and projected into the future. The study groups the Canadian economy into six major clusters based on skillsets as opposed to traditional classifications and sectors. This cluster model is designed to illustrate the ease of transition between dissimilar jobs as well as the relevance of current skills to jobs of the future.

Plastic-eating enzyme accidentally created by scientists could help solve pollution crisis

Scientists have created a substance capable of “eating” plastic that could help tackle the world’s pollution problem.

The substance is based on an enzyme – a “biological catalyst” living in a Japanese recycling centre that researchers suggested had evolved it in order to eat plastic.

Dubbed PETase for its ability to break down the PET plastic used to make drinks bottles, the enzyme accelerated a degradation process that would normally take hundreds of years.



Decline in plastic bags on seabed shows tackling waste is working

Fine-tuning this naturally produced enzyme allowed a research team to produce something capable of digesting plastic more effectively than anything found in nature. By breaking down plastic into manageable chunks, the scientists suggest their new substances could help recycle millions of tonnes of plastic bottles.

Plastic is notoriously resistant to natural degradation, and the discovery of the Japanese plastic-eating bacteria in 2016 was heralded by experts and commentators alike as a potential natural solution to plastic pollution.

While attempting to verify these claims, University of Portsmouth biologist Professor John McGeehan and his colleagues accidentally created a super-powered version of the plastic-eating enzyme. During an investigation of the enzyme’s structure, the scientists made a slight tweak to the part thought to be involved with plastic digestion.

Doing so ramped up the ability of the enzyme to degrade PET, and also gave it the ability to degrade an alternative form of PET known as PEF. The research was led by postgraduate student Harry Austin, and published in the journal Proceedings of the National Academy of Sciences.

Though simply breaking down larger pieces of plastic into smaller pieces is not in itself useful – and in fact creates microplastics of the type current causing damage to marine environments – the scientists suggest their method could be employed to make plastic recycling far more effective.

The discovery has been welcomed enthusiastically by other scientists, who nevertheless cautioned there would be a long way to go before these enzymes are widely applied in the recycling industry.



Awareness of plastic pollution has spiked in recent months, with communities across the UK implementing measures to cut down on plastic waste.

These local efforts have been accompanied by Government policies to help tackle this “scourge”, including the ban on microbeads and the introduction of a bottle deposit scheme.

However, Professor McGeehan noted the role that science must also play in developing novel solutions to fight against the tide of plastic.

“Few could have predicted that since plastics became popular in the 1960s huge plastic waste patches would be found floating in oceans, or washed up on once pristine beaches all over the

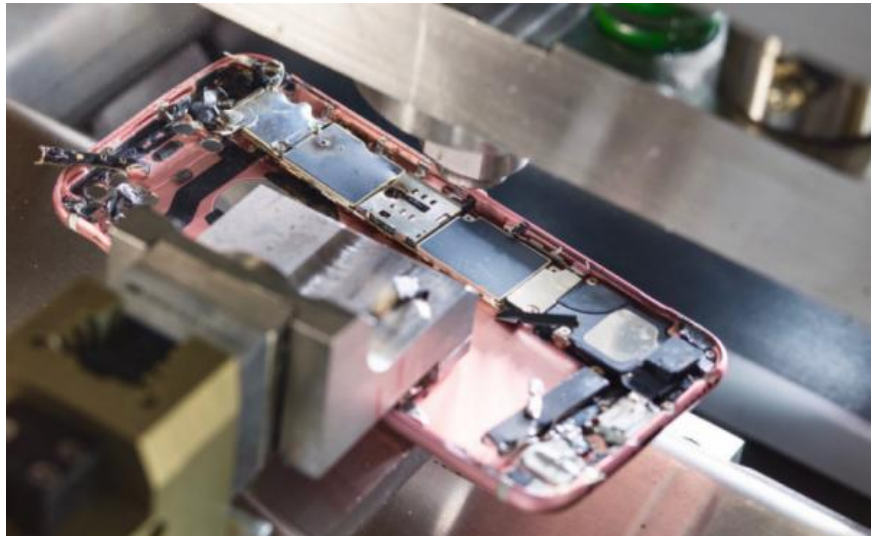
world,” he said.

Stripping an iPhone? Leave it to Daisy

'Daisy' is the name that's been given to a robot developed by Apple for the deconstruction of its iPhones - another example of the company's increasing focus on reuse and refurbishment as a future business model.

According to the company, Daisy builds on a previous generation of technology dubbed 'Liam', which Apple developed to recycle iPhones and remove components to be reused for other purposes - and not necessarily just for new electronic gadgets.

Daisy can handle nine types of iPhone, according to Apple. 'We created Daisy to have a smaller footprint and the capability to disassemble multiple models of iPhones with higher variation compared to Liam,' it explains.



Also, it can recover materials for which recyclers do not yet have the tools, the company claims.

The launch of the new robot comes a year after Apple announced that its smart phones and MacBooks of the future would be made out of 100% recycled materials.

Potholes 'to be filled with recycled plastic bags' in desperate bid to solve roads crisis

Potholes will be filled in with recycled plastic bags in an attempt to tackle the desperate crisis sweeping Britain's roads.

Years of neglect combined with the recent extreme weather has seen millions of potholes cause havoc across the UK.

Now, in a landmark trial, Fife Council is in negotiations to use a bitumen-substitute material called MR6 to repair damaged road services.

The company behind the idea, Carlisle-based MacRebur, has won financial backing from Sir Andy Murray and billionaire Virgin boss Sir Richard Branson and has already undertaken a £200,000 resurfacing scheme on the A7 in the Lake District.

Similar schemes are underway elsewhere in Europe, including the Netherlands.

With recent estimates suggesting it will cost £1.2billion to tackling Scotland's pothole backlog, planners are naturally keen to find innovative solutions.

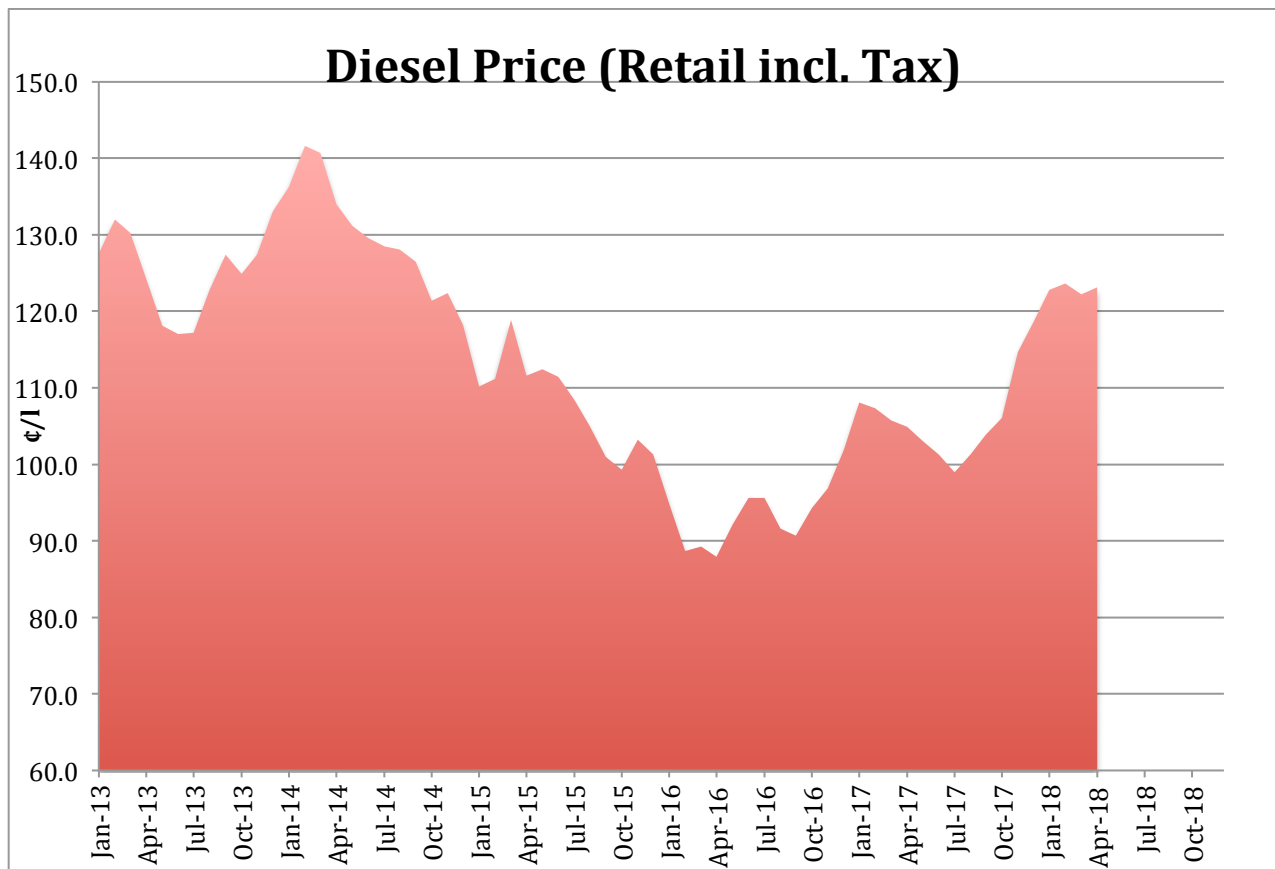
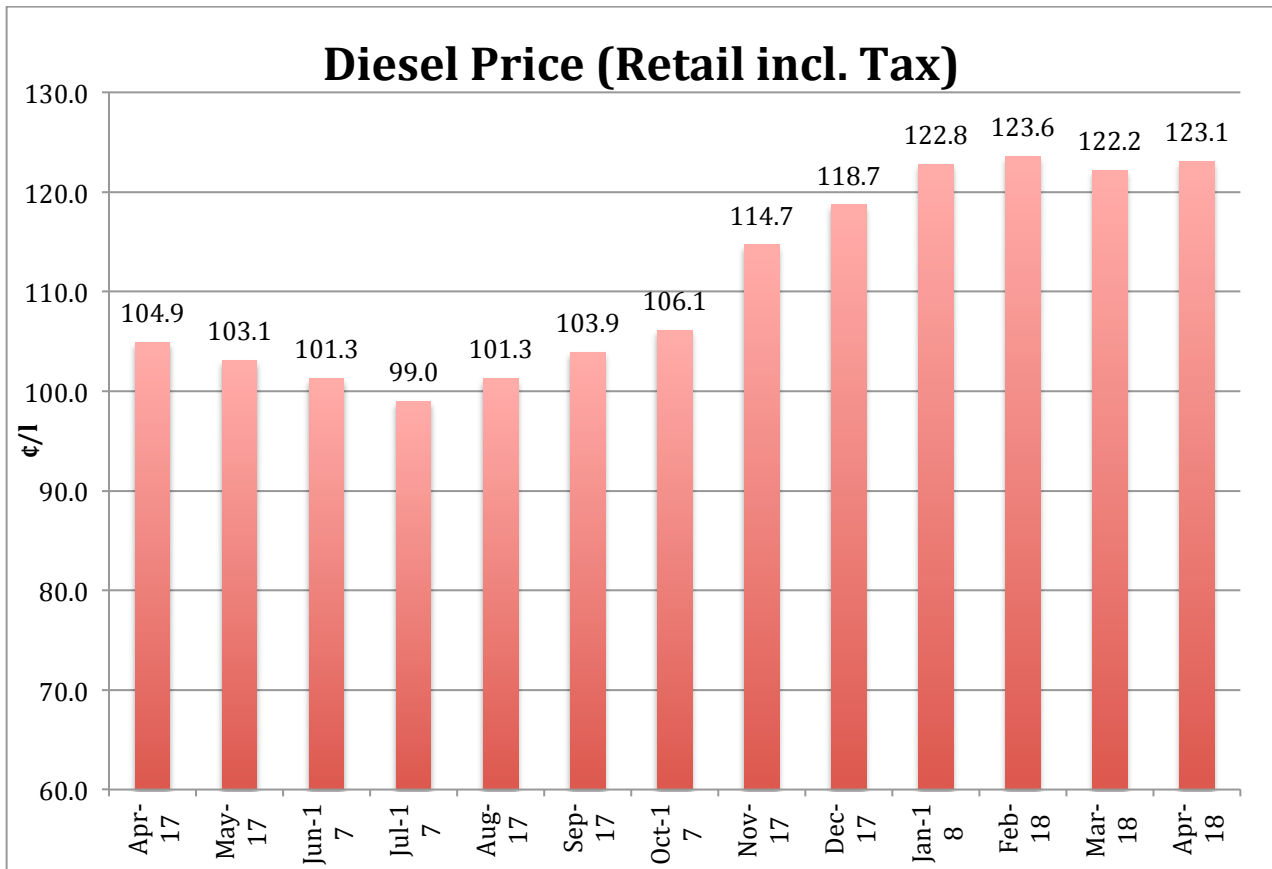
Tests suggest the MR6 filler is 60 percent stronger and lasts ten times longer regular asphalt.

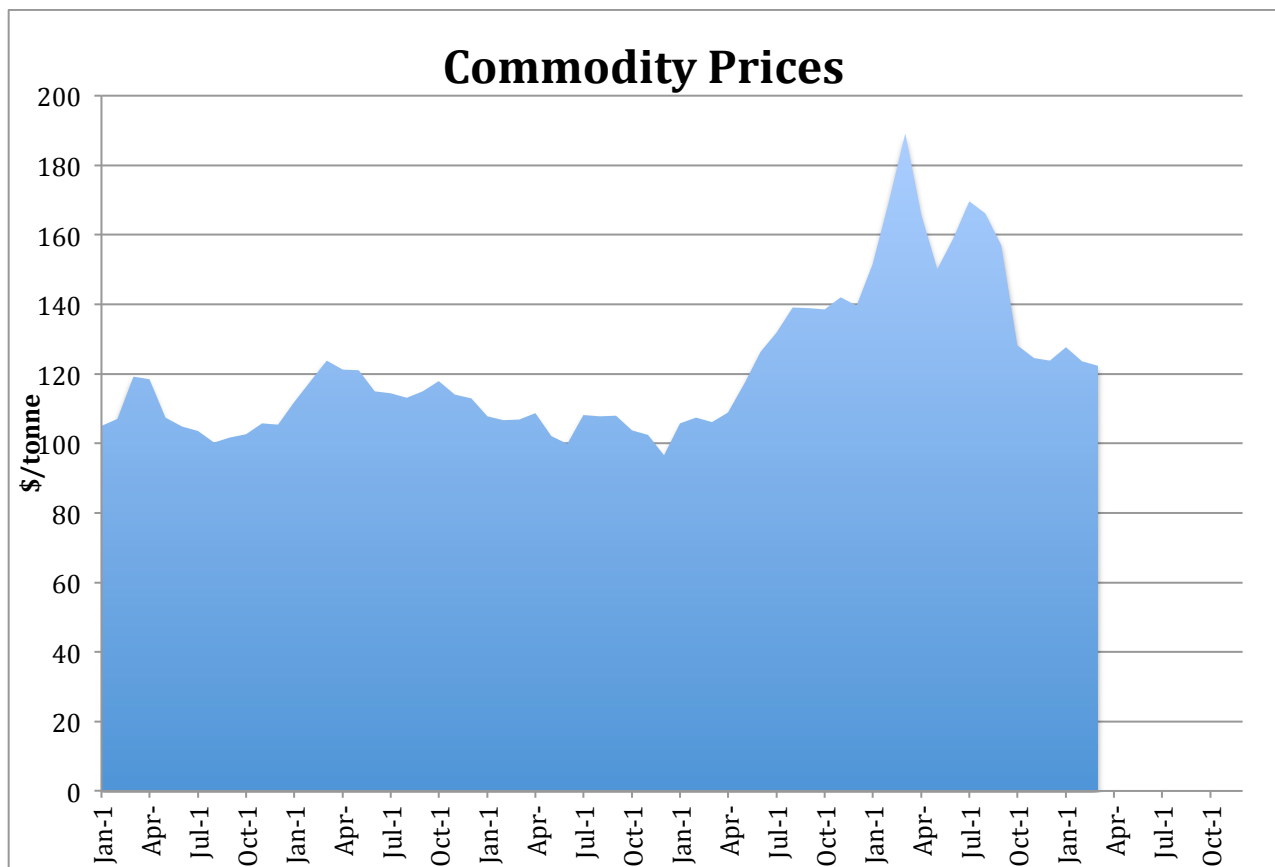
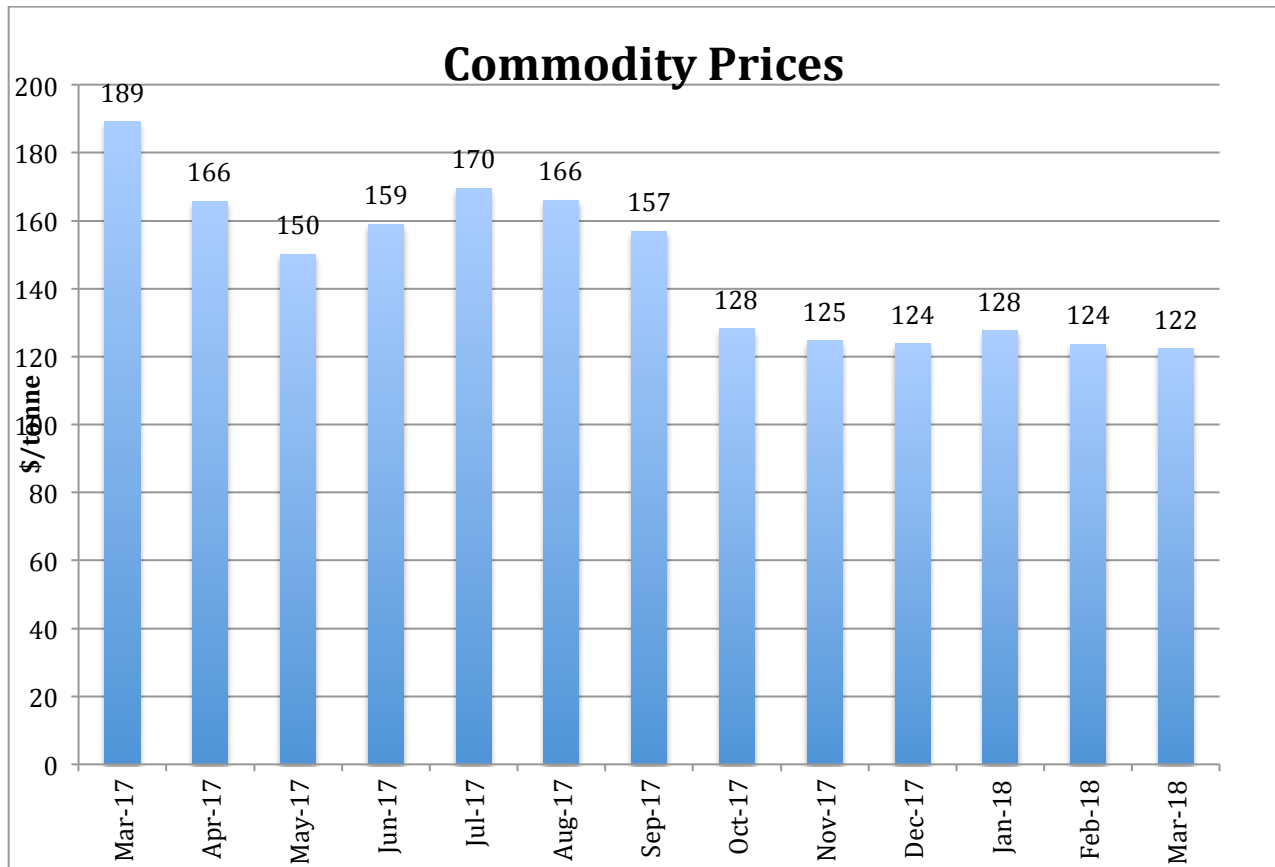
Toby McCartney, MacRebur co-founder and chief executive, hit upon the idea while working in India for a charity helping people on landfill sites.

It would be wonderful to use these materials

Some of the waste plastic retrieved by them was put into potholes, had petrol poured all over them, and the rubbish set alight until the plastics melted into the craters.

Mr McCartney and his colleagues refined the idea, taking a mix of waste plastics which they turn into pellets which can be used for road repairs.







Working together to make hunger
non-existent in our communities

May 28, 2018

Dear Friends,

The Huron County Food Bank Distribution Centre will be holding the 5th annual “**BETTER TOGETHER**” Gala on Thursday, August 2, 2018 at 5:30pm at the Libro Hall in Clinton, Ontario.

2018 also marks the 10th anniversary of HCFBDC.

The Gala features a three course menu dinner created by Chev Devin using local foods. There will also be live and silent auctions with items to bid on throughout the evening. Proceeds from the Gala will go towards making hunger non-existent in our communities.

The cost of the tickets are \$60.00 each and tables of 10 are \$600.00. Tickets must be reserved and either picked up ahead of time or at the door. No walk-ins will be allowed.

To reserve tickets, please contact Mary Ellen Zielman at the office at 519-913-2362 or email to zielman@huroncountyfoodbank.org.

Please share this information with elected officials and staff members.

Thank you for your time and we look forward to seeing you at our annual Gala.

Regards,

Marg Deichert

Huron County Food Bank Distribution Centre Inc.
hcfbdcoffice@hay.net
519-913-2362



Canadian Theatre
BLYTH
FESTIVAL

You're Invited

to MUNICIPAL NIGHT at the BLYTH FESTIVAL

Thursday, July 19, 2018

Reception in the Lower Hall at 7pm

THE NEW CANADIAN CURLING CLUB
at 8pm

By Mark Crawford | Directed by Miles Potter

This is a hilarious new comedy with a rich heart and fast brooms. Essentially, it's about a small town in rural Southwestern Ontario with an ice rink, a refugee resettlement program, and a Learn to Curl class. The Blyth Festival in partnership with the Township of North Huron, is pleased to make available two complimentary tickets to each municipality. Additional tickets may be purchased at the special sponsor rate of \$30 each.

Please share this invitation with your Council and municipal staff and RSVP by July 10 to

Barb Black, Administrative Assistant
519-357-3550 x121 or bblack@northhuron.ca

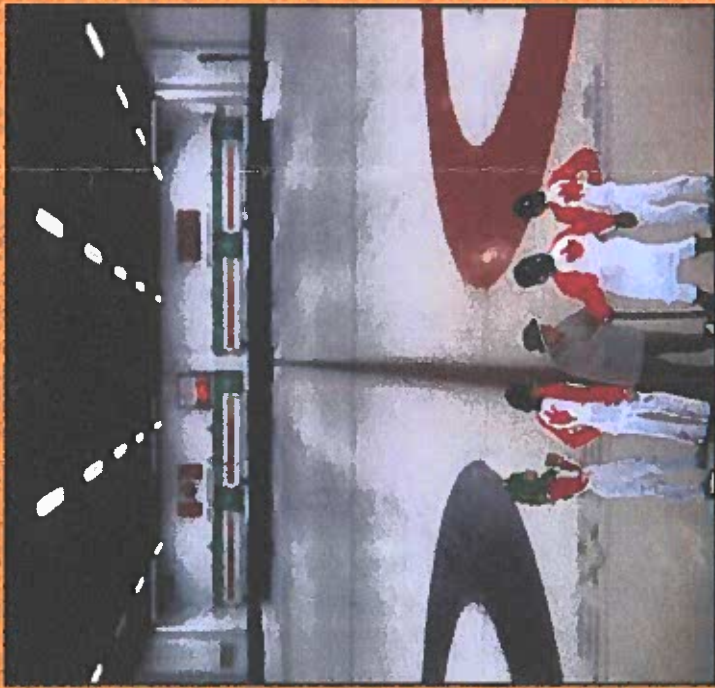


Image by Gemma James Smith

Rebekah Msuya-Collison

From: jon@premiumtransportation.ca
Sent: Tuesday, May 29, 2018 10:54 AM
To: Rebekah Msuya-Collison
Subject: Re: Letter of Non-Object

Good morning Rebekah,

Can you do me up a letter of non-object to host a Canada Day Celebration in our parking lot. If you look back to last year we did the same thing. I am filling the application for the AGCO to serve alcohol in the parking lot and we will have 2 bands playing as well from 3pm to 11pm.

--

Jon Corbett

RECEIVED
May 17, 18

May 16 2018

South Huron Mayor and Council
c/o Rebekah Msuya-Collison Clerk

RE: 310 Huron St W Exeter Ontario Account 068340.00

We received a bill from the Municipality for billing period Feb 1 2018 to April 30 2018 in the amount of 989.64.

This is an extremely high bill considering I am the only one at home during the week as my husband is currently working in Toronto and has been for the past 18 months.

We do not have any leaking taps or toilets and had one of your staff in to review. We have a water softener with the taps turned off and unplugged as this unit isn't working. We also have the water line to the fridge for ice turned off as well. I was advised that our unit could be sent for testing but it is unlikely it would be found to be faulty and would cost another \$250 another expense I don't wish to incur. If there was any running water it would be heard but that is not the case either.

We filled our swimming pool last May as we had a new liner installed and filled our pool periodically through the summer pool season and our July billing for that period was only \$500.

I am asking for \$300 forgiveness for this as nothing definitive has been found and we have gone 3 months between readings and now a problem has surfaced. We also had a higher than normal reading last time as well so it is possible there was a fault with the meter and has righted itself. Your staff member indicated that in 6 days it had gone from 4865 to 4866 which is reasonable for our situation. In light of those two events I would appreciate your consideration in this matter. I have also set up to auto pay monthly in good faith so this account doesn't get behind.

I will also be watching the meter weekly to ensure this doesn't happen again. Thank you for your time and I look forward to hearing from you very soon.

Clayton and Jane Hefley
519-280-0536

CITY OF QUINTE WEST

*Office of the Mayor
Jim Harrison*



**P.O. Box 490
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841
FAX: (613) 392-5608**

May 28, 2018

Ms. Lynn Dollin, President
Association of Municipalities of Ontario
200 University Ave, Suite 801
Toronto, ON M5H 3C6

RE: Resolution – Cannabis Grace Period Request

Dear: Ms. Lynn Dollin,

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 22, 2018 Council passed the following resolution:

“That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities. **Carried**”

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink that reads "Jim Harrison".

Jim Harrison
Mayor

cc: MP Neil Ellis, Bay of Quinte
cc: MPP Lou Rinaldi, Northumberland-Quinte West



29 May 2018

Dear Colleagues;

You are invited to attend one of two information sessions regarding Joint Municipal Services Boards and Municipal Corporations under the *Municipal Act*. The information sessions are being jointly hosted by the Lake Huron Water Supply System and the Elgin Area Water Supply System.

To: Mayors, Councilors, Chief Administrative Officers, City Managers, Clerks, Treasurers, and senior administration of the benefiting municipalities supplied by the Lake Huron and Elgin Area Water Systems

When: Friday June 22, 2018 at 9:00am to 12:00pm, and
Friday June 29, 2018 at 9:00am to 12:00pm

Where: Best Western Lamplighter Inn and Conference Centre
591 Wellington Road South, London

What: Information Session on Joint Municipal Services Boards and Municipal Services Corporations under the *Municipal Act*

RSVP: Register for Friday June 22 at https://msb_workshop_june22.eventbrite.com
or
Register for Friday June 29 at https://msb_workshop_june29.eventbrite.com

Participants are requested to **register** for one of two identical information sessions being held on June 22nd and June 29th, from 9:00am to 12:00pm, at the Best Western Lamplighter Inn and Conference Centre in London.

/ ...2

Participants will receive information on the current status of the regional water systems and the respective Board of Management, an outline of options under the *Municipal Act* in clarifying the legal status of the Water Boards and regional water systems, and participate in a discussion on benefits and challenges to municipalities and the regional water systems.

Please note that the information presented and discussed at these sessions should not be construed as legal advice. Participants and benefiting municipalities are encouraged to seek advice from their solicitors if and where warranted.

Questions regarding the information session and this invitation may be directed to:

Kelly Sherr, Chief Administrative Officer
kscherr@london.ca (519-661-2489 ext. 2391)

or

Andrew Henry, Director of Regional Water
ahenry@huronelginwater.ca (519-930-3505 ext.1355).

Best regards,



K. Sherr, P.Eng., MBA, FEC
Chief Administrative Officer
Lake Huron & Elgin Area Water Supply Systems

c.c. A. Henry, Director of Regional Water
P. Lombardi, Siskinds LLP

From: Paul Spriet [mailto:pspriet@sprietinvestments.com]

Sent: Friday, June 01, 2018 11:08 AM

To: Rebekah Msuya-Collison <clerk@southhuron.ca>

Subject: RE: Liquor Sales Licence Extension

Rebekah - Sorry just got into the office. The event is the same one as last year that the letter was for The MOPAR Canadian Superbike Championship event (2 race in the 6 race series) Friday June 8th is Practice day, Sat June 9th is Qualifying and some racing running from 9am to 6pm and Sunday June 10th is the finals from 9am to 6pm. Since the event happens out on the road course we need to setup a temporary bar area out in our pit area like we did last year. (Our permanent licenced area is along the dragway). The beer garden will manned by security as it always is and staffed by our regular bar tenders.

Any other info you need.



The Corporation Of The Municipality Of South Huron

By-Law #49-2018

Being a By-Law to authorize the Mayor and Clerk to Execute a Land Lease Agreement between The Corporation of the Municipality of South Huron and Michael Becker.

Whereas the *Municipal Act, S.O. 2001* provides under Section 9 that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act, and

Whereas the *Municipal Act, 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 Council of the Corporation of the Municipality of South Huron deems it necessary and expedient to enter into a Land Lease Agreement Michael Becker for the leasing of lands within the site located adjacent to the south Huron Landfill Site, 71230 Ausable line, Municipality of South Huron in Stephen Ward;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That the Agreement between the Municipality of South Huron and Michael Becker., identified as Schedule "A" and attached hereto, forms an integral part of this by-law.
2. That the Mayor and Clerk are hereby authorized to sign the Agreement on behalf of the Municipality of South Huron.
3. That any By-Laws that have been previously enacted related to said lands are hereby repealed.
4. That this By-Law shall come into force and effect upon final passing.

Read a first and second time this 4th day of June, 2018.

Read a third and final time this 4th day of June, 2018.

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk

AGREEMENT

THIS AGREEMENT effective as of the first of January, 2018

B E T W E E N:

THE CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

Hereinafter called the "Lessor"

OF THE FIRST PART

AND

Michael Becker

(of the Municipality of South Huron, in the County of Huron)

Hereinafter called the "Lessee"

OF THE SECOND PART

This is to confirm the Agreement between The Corporation of the Municipality of South Huron and Michael Becker regarding the terms and conditions on which the Lessor agrees to permit the Lessee to rent municipal lands within the site located adjacent to the South Huron Landfill Site, 71230 Ausable Line, Municipality of South Huron (Stephen Ward)

the lease of 45 acres, more or less, of land at *Lot 6, South Boundary Concession in the Municipality of Bluewater (Hay Ward)*.

Lessee's Covenants:

1.1 The Lessee agrees to Lease from the Municipality of South Huron those lands of the Municipality, in the County of Huron, containing approximately 45 acres, more or less, and being composed of:

Lot 6, South Boundary Concession in the Municipality of Bluewater (Hay Ward).

1.2 The Lessee agrees to Lease the land for the term of five (5) years to commence on January 1, 2018 until December 31, 2022.

- 1.3 The Lessee agrees to pay the Lessor on an annual basis, every year, during the said term and hereby agrees to pay **\$429.40** Dollars per acre for the 45 acres of land, for a total of **\$19,323.00** Dollars including H.S.T., of lawful money of Canada, without any deduction, defalcation or abatement whatsoever to be payable annually on the following days and times, that is to say:

The sum of \$19,323.00 including H.S.T. on April 1st of each year during the term herein.

- 1.4 Late payment under this Agreement is subject to a 1.25% per month interest penalty in accordance with Municipal policy, as amended from time to time. In accordance with the Municipal collection policy the defaulted account shall be referred to a collection agency thirty (30) days after the third collection letter is sent and the debtor has not responded. The debtor will be notified by letter that the account is being referred to a collection agency and that future correspondence should be with that agency.

If the annual lease payment is not paid in full to the Municipality after 120 days from the due date of April 1st of each year, the Lease Agreement shall be terminated immediately. No compensation will be paid for any cost incurred by the Lessee to maintain the property, prepare the land and plant a crop prior to the time of termination. The defaulted annual lease payment for the year the Agreement is terminated shall remain the debt of the Lessee.

- 1.5 The Lessee agrees not to cut down timber or trees of any kind whatsoever on said lands.
- 1.6 The Lessee agrees to employ good agricultural practices to minimize soil loss and removal of soil from the leased property is prohibited.
- 1.7 The Lessee agrees to repair according to notice in writing, reasonable wear and tear, and damage by fire, lightning and tempest only excepted.
- 1.8 The Lessee agrees not to assign or sub-let without leave, nor will during the said term, assign, transfer or set over or otherwise by any act or deed procure the said premises or any of them to be assigned, transferred, set over or sub-let unto any person or persons whomsoever without the consent in writing of the lessor first had and obtained.

- 1.9 The Lessee agrees that the property will be used for agricultural purposes and shall not carry on any business that contravenes the Zoning By-law or deemed a nuisance on said premises.
- 2.0 The Lessee agrees to leave the premises in good repair (reasonable wear and tear and damage by fire, lightening and tempest only excepted).
- 2.1 The Lessee agrees during the said term: cultivate, till and employ such parts of the said premises as are now or shall hereafter be brought under cultivation in a accordance with good agricultural practices, and will in like manner crop the same in a regular rotation of crops so as not to impoverish, depreciate or injure the soil.
- 2.2
 - i. The Lessee agrees during the said term: mow the grass along the fences and in the fence corners on the said lands, keep down all noxious weeds and grasses, which shall grow upon the said premises or on the side of the roads or highways adjacent thereto, and will not sow or permit to be sown any grain infected by smut or containing any foul seeds or noxious weeds, and will not suffer or permit any such foul seeds or noxious weeds to go to seed on the said premises.
 - ii. If at any time during the said term, the Lessee neglects to pull up or otherwise destroy or prevent from going to seed on the said lands any noxious weeds or grasses growing thereon, and which are reasonably within the power and duty of the Lessee so to pull up or otherwise destroy, or prevent from going to seed, the Lessor may, by notice in writing, require the Lessee within 48 hours after the service of such notice, to pull up or otherwise destroy or prevent them from going to seed, and on default of the Lessee so doing, the Lessor may enter upon the said lands with laborers and workmen and do the work by the said notice required to be done by the Lessee, and all costs, charges and expenses of or incidental thereto shall be added to the rents hereby reserved, and shall be recoverable in like manner as rent reserved, but this provision shall not in any way impair or abridge the right of re-entry by the Lessor on non-performance of covenants.
 - iii. Clause ii shall not supersede the provisions contained in the Weed Control Act, as amended from time to time.
- 2.3 The Lessee agrees to keep the inlets/outlets of all underdrains on the said premises open and free from obstruction, and in good running order at all times during the said term, and will not suffer or permit such

drains, or the water-courses in any open ditches on said premises to become obstructed, but will constantly keep the same free and clear, for the escape of the water flowing therein.

MUNICIPALITY'S COVENANTS:

- 2.5 The Lessor covenants with the Lessee for quiet enjoyment.
- 2.6 In the event that the Lessor should desire to sell the said lands and premises during the said term, the said term may be determined at any time upon one (1) months' notice by a notice to such effect, and that the Lessee will, at the expiration of the time limited by the said notice, peaceably and quietly give up possession of the said lands and premises to the Lessor; provided that upon such earlier determination of the said term, and after the Lessee shall have delivered up possession in manner aforesaid, and paid to the Lessor the full proportion of rent and taxes up to the date of such earlier determination, the Lessee shall be entitled to be compensated for the value of the crops sown and then growing, or of the ploughing done on the said lands in preparing for a crop, the amount of such compensation to be determined by arbitration if the parties cannot agree thereon.

MUTUAL COVENANTS:

- 2.7 It is understood by the parties that if the term hereby granted or any of the goods or chattels of the Lessee shall be at any time during said term seized or taken in execution, or attachment by any creditor of the Lessee or if the Lessee shall make any Chattel Mortgage or Bill of Sale of any of his crops or other goods and chattels, or any assignment for the benefit of creditors, or becoming bankrupt and insolvent, shall take the benefit of any Act, that may be in force for bankrupt and insolvent debtors, or shall attempt to abandon said premises, to sell and dispose of his farm stock and implements, so that there would not in the event of such sale or disposal be a sufficient distress on said premises for the then accruing rent, of which the Lessor shall be sole judge, then in every such case, the then current and net ensuing year's rent (to be reckoned upon the rate of the previous year, in case rate shall not have been fixed for current year) shall immediately become due and payable and the term hereby granted shall at the option of the Lessor immediately become forfeited, void and determined, and in every of the above cases such taxes or accrued portion thereof may be recoverable by the Lessor in the same manner as the rent hereby reserved.

- 2.8 It is understood by the parties that in case of removal by the Lessee of goods and chattels in whole or substantial part from off the said premises, the Lessor may distrain for the rents hereby reserved upon the goods and chattels of the Lessee upon any other premises to which they may have been removed.
- 2.9 In the event of any misunderstanding or misinterpretation arising out of the lease, the parties herein agree that the matter shall be then settled forthwith in accordance with the provisions contained in the Arbitrations Act, as amended from time to time to be bound by any such decisions obtained as a result thereof.
- 3.0 This Agreement shall ensure to the benefit of and is binding upon each of the party's respective heirs, executors, administrators, successors and assigns.

NOTICE:

- 3.1 Any notice or other communication mailed or delivered shall be deemed to have been given at the date it was personally delivered or if mailed shall be deemed to have been given on the third business day following the date of which it was mailed. Either the Lessor or the Lessee may change their address for service from time to time by giving notice in accordance with the foregoing.
- 3.2 Any notice or other communication required or permitted to be given hereunder shall be in writing and shall be given either by delivering the same to the recipient or mailing the same postage prepaid in a government post box to the recipient at the following address:

For the Lessor:

The Corporation of the Municipality of South Huron
P.O. Box 759, 322 Main Street South
Exeter, Ontario N0M 1S6

For the Lessee:

Michael Becker
71615 Bronson Line
RR 1
Dashwood ON N0M 1N0

IN WITNESS WHEREOF the said parties of this Agreement have hereto set their hands and seals this ____ day of _____, 2018.

Michael Becker

Per: _____
Name

Date

I have authority to bind the Corporation.

**THE CORPORATION OF THE
MUNICIPALITY OF SOUTH HURON**

Per: _____
Maureen Cole, Mayor

Date

Rebekah Msuya-Collison, Clerk

Date

We have authority to bind the Corporation.

**CORPORATION OF THE
MUNICIPALITY OF SOUTH HURON**

BY-LAW # 50 - 2018

**A BY-LAW OF THE MUNICIPAL CORPORATION OF THE MUNICIPALITY OF SOUTH HURON TO
AMEND THE SOUTH HURON OFFICIAL PLAN.**

Whereas the Municipal Council of the Corporation of the Municipality of South Huron considers it advisable to amend the Municipality of South Huron Official Plan, as amended, of the Corporation of the Municipality of South Huron.

Now therefore, the Council of the Municipality of South Huron, in accordance with the provisions of the Planning Act, RSO 1990, hereby enacts as follows:

1. Amendment No. 13 to the Official Plan of the Municipality of South Huron, consisting of the attached maps, is hereby adopted.
2. The Clerk is hereby authorized and directed to give Notice of Adoption of Official Plan Amendment No. 13 and to make application to the Council of the Corporation of the County of Huron for the approval of Amendment No. 13 to the Official Plan of the Municipality of South Huron.
3. This By-law shall come into force and take effect on the day of final passing thereof.

Read a first time and second time this 4th day of June, 2018.

Read a third time and passed this 4th day of June, 2018.

Maureen Cole, Mayor

Rebekah Msuya-Collison, ClerkAme

AMENDMENT NO. 13

**TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON**

AMENDMENT NO. 13
TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON

Affecting the lands described as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, in the Township of Stephen as illustrated on the attached schedules in the Municipality of South Huron.

Statement of Components

PART "A" is the preamble to Amendment No. 13 to the Official Plan for the Municipality of South Huron and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

PART "B" consisting of the text and maps, including Schedules "A" (location) and "B" (maps), constitutes Amendment No. 13 to the Official Plan for the Municipality of South Huron.

PART "C" is the appendix and does not constitute part of this statement. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

PART "A"
THE PREAMBLE

AMENDMENT NO. 13
TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON

1. PURPOSE

The purpose of Official Plan Amendment No. 13 is to amend Schedule H of the Municipality of South Huron Official Plan to re-designate the lands from Community Facility to Highway Commercial.

2. LOCATION

The lands affected by this Amendment are known as 34239 Dashwood Road in the Township of Stephen, Municipality of South Huron, County of Huron. The lands are legally recognized as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Township of Stephen, Municipality of South Huron.

The subject lands are approximately 3.48 hectares (8.59 acres) in area; with approximately 250m frontage on Highway 83 (Dashwood Road) and approximately 326m on Gore Road.

3. BASIS

The subject lands were formally used for the Grand Bend Patrol Yard for Huron County. There is an existing currently vacant works building. The lands are currently designated for Community Facility and zoned for Institutional uses.

The purpose of this Official Plan Amendment is to amend Schedule H of the Municipality of South Huron Official Plan to re-designate the lands as Highway Commercial, to permit the future development of a commercial use, as well as permitting other site specific Highway Commercial uses.

Studies submitted with the application include a planning justification report and draft preliminary Site Plan. An application to rezone the subject lands from Institutional (I1) to Highway Commercial Special Provisions (HC1-14) is also being considered.

PART "B"**AMENDMENT NO. 13
TO THE OFFICIAL PLAN FOR THE MUNICIPALITY OF SOUTH HURON****1. INTRODUCTION**

All of this part of the document entitled Part "B", consisting of the following text, and attached maps, constitutes Amendment No. 13 to the Official Plan for the Municipality of South Huron.

2. DETAILS OF THE AMENDMENT

The Official Plan for the Municipality of South Huron is hereby amended as follows:

Schedule H of the Official Plan, as amended, is hereby further amended with respect to lands known as 34239 Dashwood Road; legally known as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1 , in the Township of Stephen, Municipality of South Huron, County of Huron. These lands shall be designated as Highway Commercial as shown on Schedule "A", attached hereto and forming part of this Amendment.

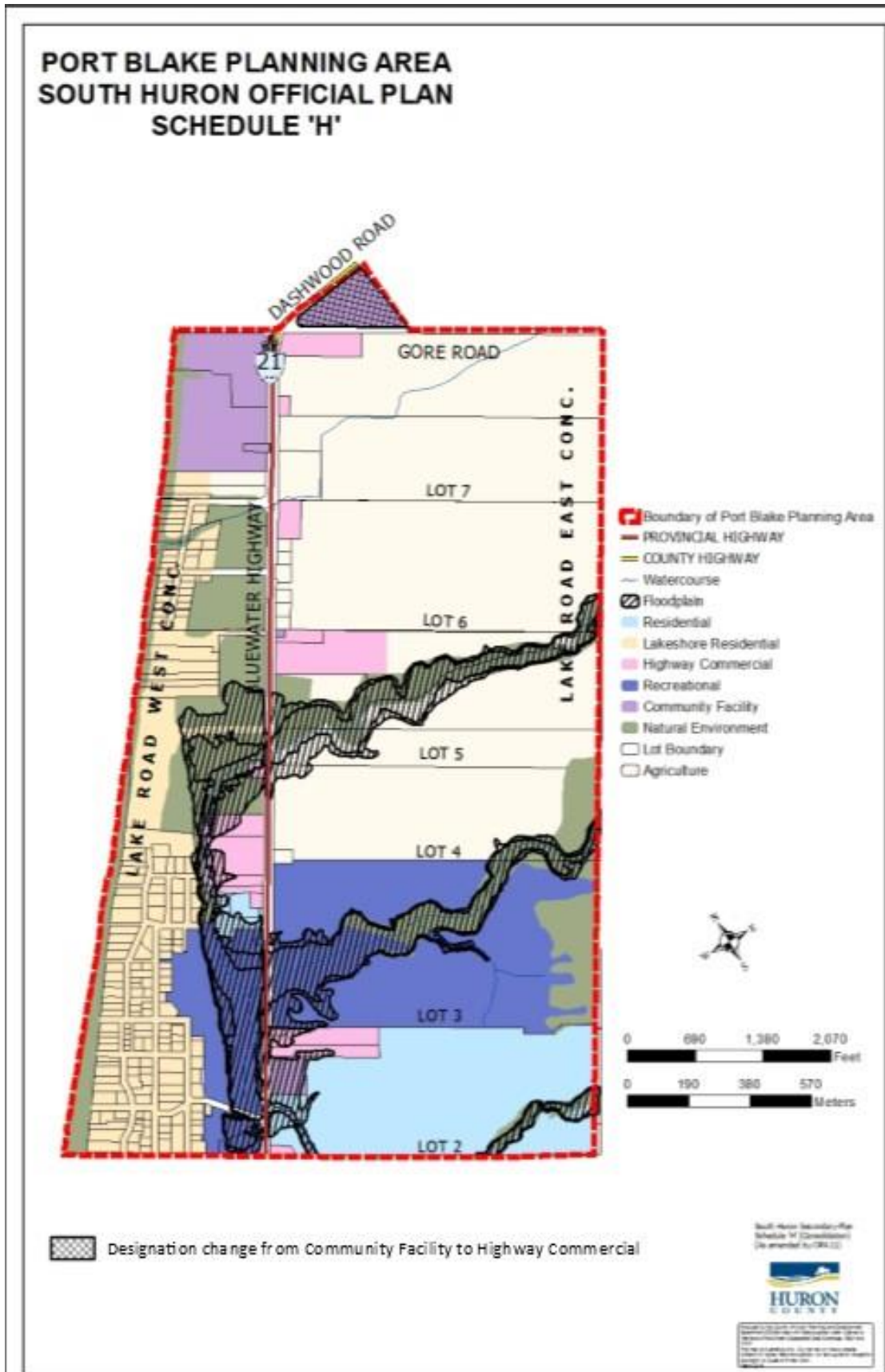
SCHEDULE "A"

- Mapping to Implement Official Plan Amendment No. 13 -



SCHEDULE "B"

- Mapping to Implement Official Plan Amendment No. 13 -



PART "C"
APPENDICES

The appendices do not form part of Amendment No. 13, but are for information purposes only.

1. Background

The proposed Official Plan Amendment and Zoning By-law Amendment would change the land use designation and zoning of the lands known municipally as 34239 Dahswood Road; legally known as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Township of Stephen, Municipality of South Huron; as illustrated in the attached schedule. The subject lands are approximately 3.48 hectares (8.59 acres) in area.

The application proposes to amend the land use designation of the subject lands from Community Facility to Highway Commercial; and to amend the zoning from Institutional (I1) to Highway Commercial Special Provisions (HC1-14). The purpose of the proposed Official Plan and Zoning By-law amendments is to permit the future development of a commercial use as well as permitting site specific Highway Commercial uses.

This by-law amends the Municipality of South Huron Official Plan and Township of Stephen Zoning By-law 12-1984. A Key Map showing the location of the lands is attached as Schedule B.

The Zoning By-law Amendment will not come into force until the Official Plan Amendment (OPA 13) is approved by the County of Huron, in accordance with Section 43(21) of the Planning Act.



The Corporation Of The Municipality Of South Huron

By-Law #51- 2018

To amend By-Law #12-84, being the Zoning By-Law for the former Township of Stephen for lands known as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Stephen Ward, Municipality of South Huron.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #12-84, of the former Township of Stephen, Corporation of the Municipality of South Huron;

Now therefore be it resolved that the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. That this By-Law shall apply to CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1, Stephen Ward, Municipality of South Huron.
2. That By-law 12-1984 is hereby amended by adding Section 22.7.18. HC1-14:

22.7.18.1 In the area zoned HC1-14 the following special provisions shall apply:

22.7.18.1.1 Notwithstanding the provisions of Section 22.1 to the contrary, the area zoned HC1-14 shall include the following additional permitted uses:

- contractor's shop/yard
- commercial storage warehouse (rental units)
- outdoor seasonal sales pavilion including an open outdoor structure where agriculture produce, food items, plants, craft items and other goods are made available for occasional sale to the public.

22.7.18.1.2 Notwithstanding the provisions of Section 3.15 to the contrary, more than one main building is permitted in the HC1-14 zone.

22.7.18.1.3 all other provisions of the By-law shall apply.

3. That By-law 12-1984 is hereby amended by the addition of the following section:

2.40.1 Commercial Storage Warehouse (Rental Units) means an enclosed building used for the storage of household, business and recreational goods on a rental basis; the rental units may be singular or multiple.

3. That the purpose and effect of this amendment, identified as Schedule "A", attached hereto, forms an integral part of this by-law.
4. That the Township of Stephen Location Map, identified as Schedule "B", attached hereto, forms an integral part of this by-law.

5. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first and second time this 4th day of June, 2018.

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk

Read a third time and finally passed this XX day of XX, 2018.

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law #51-2018**Corporation Of The Municipality Of South Huron**

By-Law #51-2018 has the following purpose and effect:

This By-law affects the property known municipally as 34239 Dashwood Road, and legally as CON LRE W PT GORE Lot 7 AS RP 22R4348 PART 1 Stephen Ward. The subject lands are currently zoned Institutional (I1) which permits a range of uses including a fire hall, hospital, museum, post office etc. The applicant wishes to rezone the subject lands to a Highway Commercial use for a future commercial development. Site Specific provisions have been requested to allow as permitted use a contractor's shop/yard, commercial storage warehouse (rental units), and an outdoor seasonal sales pavilion including an open outdoor structure where agriculture produce, food items, plants, craft items and other goods for occasional sale to the public.

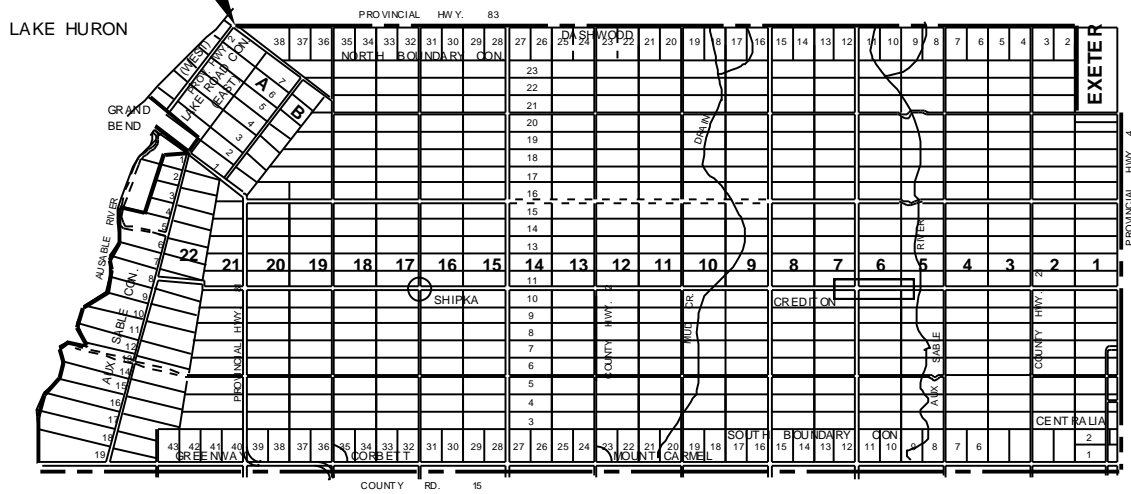
An application to re-designate the subject lands from Community Facility to Highway Commercial through amendment to the Municipality of South Huron Official Plan is also being considered (OPA #13). This Zoning By-law amendment will not come into force until the Official Plan Amendment (OPA#13) is approved by the County of Huron, in accordance with Section 42(21) of the Planning Act.

This By-law amends Zoning By-law #12-1984 of the former Township of Stephen. Maps showing the general location of the lands to which this proposed zoning by-law amendment applies are shown on the following pages.

Schedule "B" to By-Law #51- 2018 Corporation Of The Municipality Of South Huron

Schedule 'A' STEPHEN WARD Location Map

Property to which this zoning by-law amendment and Official Plan amendment applies.



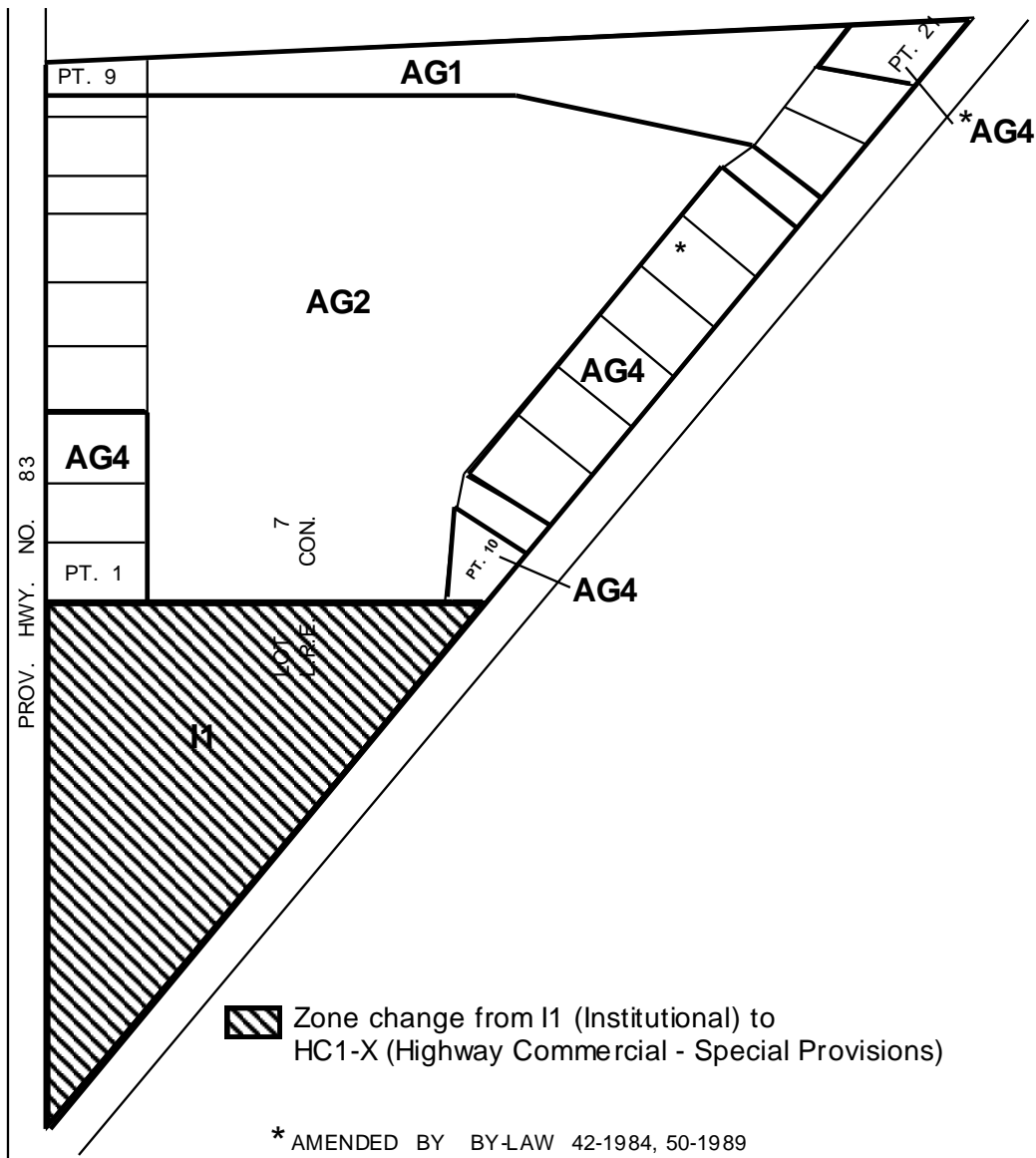
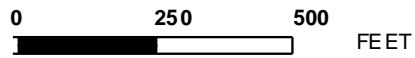
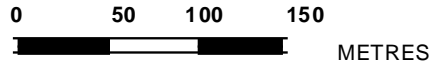
**Schedule "C" – Showing the Area Subject to the Amendment
 Corporation Of The Municipality Of South Huron
 By-Law #51-2018**



SCHEDULE "A"

KEY MAP 49A

TOWNSHIP OF STEPHEN





The Corporation of The Municipality Of South Huron

By-Law Number # 52-2018

Being a By-law to Regulate and Govern the Holding of Special Events in the Municipality of South Huron, and to Establish a License System for Special Events

Whereas Sections 8 through 11 of the *Municipal Act, 2001*, S.O. 2001, c.25, as amended, confers broad authority on a municipality to govern its affairs as it considers appropriate, and to pass by-laws to regulate or prohibit matters within its jurisdiction; and

Whereas the *Municipal Act, 2001*, provides that “business” means any business wholly or partly carried on within a municipality even if the business is being carried on from a location outside the municipality; and

Whereas the *Municipal Act, 2001*, provides that municipalities may provide for a system of licenses, and has the power to suspend or revoke such license, and to limit or impose conditions on such licenses as it deems necessary to ensure the health, safety and enjoyment of property; and

Whereas the Council of the Corporation of the Municipality of South Huron desires to support special events in the Municipality of South Huron and will assist, where possible, in facilitating Special Events at public and private locations within the jurisdiction of the Municipality;

Now Therefore the Council of The Corporation of The Municipality of South Huron enacts as follows:

1. Definitions

For the purpose of this By-law:

“**AGCO**” means the Alcohol and Gaming Commission of Ontario.

“**Application**” means an Application for Special Event License.

“Building Department” means Building Services for the Municipality of South Huron.

“Certificate of Insurance” means a document issued by an insurance company that certifies that an insurance policy has been purchased for the Special Event, or which applies to the property on which the Special Event shall occur, and which provides an abstract of the liability provisions of the insurance contract.

“Charitable Organization” means an organization that provides for the Relief of Poverty, the Advancement of Education, the Advancement of Religion, or other charitable purposes beneficial to the community which do not fall under the previous three classifications.

“Clerk” means the Municipal Clerk or designate for the Corporation of The Municipality of South Huron.

“Community Event” means an event which is held for or which benefits the residents or local area within South Huron.

“Council” means the Council of the Corporation of The Municipality of South Huron.

“Emergency Medical Services” means Huron County Emergency Medical Services (EMS).

“Fees” means an application fee or processing fee paid by the applicant of a Special Event License, as outlined in the Fees and Charges By-law.

“Fire Department” means South Huron Fire and Emergency Services.

“Health Unit” means the Huron County Health Unit.

“In Kind Contribution” means use of municipality owned facilities, equipment or materials at a reduced or waived fee, and/or municipal staff support or expertise for an event at reduced or waived wages.

“License” means a license issued by the Municipality in accordance with a By-law of the Municipality or under a provincial statute.

“Liquor License” means a license issued by the Province of Ontario in the form of a Special Occasion Permit or a Liquor License for the purpose of serving alcohol.

“Major Event” means an exhibition, concert, festival or other organized event, held for profit or otherwise, with more than 1,000 people in attendance.

“Municipality” means the Corporation of The Municipality of South Huron.

“Not-for-Profit” means an event or activity of a community group or not-for-profit organization that is held without monetary gain.

“Officer” means a Police Officer, Municipal Law Enforcement Officer, or other Officer appointed by the Municipality.

“OPP” means the Ontario Provincial Police.

“Person” shall include an individual, corporation, business entity, group or association.

“Special Event” means an exhibition, concert, festival, parade, bicycle race, or other event organized for the purpose of entertainment or amusement and to which more than 50 people attend held for profit or otherwise.

“Municipal Facility” means any land owned or leased by the Municipality of South Huron which is accessed by or provided for public use, including but not limited to an arena, community hall, park or green space, parking lot, public library, office, opened and unopened road allowances, and those under agreement through a Memorandum of Understanding.

2. Scope

- 2.1 This By-law has been enacted to ensure public safety, to control noise, traffic, odour and nuisance, to mitigate any negative impact on the community, and to ensure that the Municipality is able to prepare and respond where necessary.

3. Regulations

- 3.1 No person shall hold or permit to be held any of the following events or activities on Municipal property, other public facilities or within the Municipality of South Huron unless the Municipality has granted a License for such event or activity:
- a) Parades, processions, marathons, bicycle races and other events utilizing the sidewalks or vehicular travel portion of Municipal streets, highways, parking lots or properties including facilities operated by the Municipality;
 - b) Carnivals, bazaars and similar events which offer such activities as amusement rides or devices, games of skill, animal rides or exhibitions, food concession or live entertainment.
 - c) Outdoor festivals offering live or recorded music or entertainment for public or private audiences.

- d) Organized scheduled contests and exhibitions.
- e) Marine events, including any pre-scheduled organized concentration of watercraft, involving participants and/or spectators, of a competitive or non-competitive nature.
- f) Scheduled races, exhibitions or other events involving the operation of motorized vehicles of any type.

4. Application Fees And Processing

- 4.1 A Special Event application may be obtained from the Clerk's Office or from the Municipal website and shall be submitted to the Clerk's Office upon completion.
- 4.2 The application fee is outlined in the current Fees and Charges By-law.
- 4.3 An application for a Special Event shall be submitted with all required documentation no less than sixty (60) days before the proposed event.
- 4.4 Written approval may be required from outside agencies such AGCO, OPP, Huron County EMS, and the Huron County Health Unit or other approval authorities. It is the responsibility of the applicant to obtain these documents and attach them to the application for License, where applicable.
- 4.5 If the Special Event is to be held on lands owned by other than the applicant, written approval of the property owner shall be submitted with the application.
- 4.6 The applicant may be required to meet with staff from the Clerk's Office and other Municipal Departments. The Clerk shall forward the completed application to other departments as needed for comment.
- 4.7 If approval for an event is denied, such decision will be provided in writing setting forth the reasons for denial. Such decision may be appealed to Council.

5. License Approval Process

- 5.1 A Special Event License may be issued upon receipt and review of an application if, in the opinion of the Clerk, the following conditions have been met:
 - a) There is a demonstrated benefit to the community, residents and businesses by holding the event;
 - b) The proposed event or activity is compatible with the surrounding area or neighbourhood, giving consideration to acceptable increases in noise, traffic, crowd control and other municipal concerns;

- c) Any proposed use of public property, rights of way or facilities will not unreasonably interfere with the normal use of the property, rights of way or facilities by the Municipality or the general public;
- d) The applicant shall provide written proof of Commercial General Liability (CGL) and Liquor Liability (if alcohol is being sold or served) Insurance in relation to the event in an amount consistent with the recommendation of the Municipality's insurance broker of record. The policy must name the Municipality of South Huron as an additional named insured. The policy must include coverage for cross liability and shall contain an endorsement to provide the Municipality of South Huron with thirty (30) days written notice of cancellation or material change that would diminish coverage
- e) The Certificate of Insurance shall be submitted to the Municipality with the application clearly stating the address of the insured location or event;
- f) Municipal resources, if applicable, to support the proposed activity are available;
- g) All comments or recommendations from Municipal Departments and related agencies have been received and are favourable;
- h) Any concerns noted shall require reconciliation before approval is granted.

6. License Requirements

- 6.1 Further conditions or requirements may be imposed to ensure health, safety, welfare and nuisance control. Such conditions may include, but are not limited to:
- a) The payment of a reasonable fee for the use or allocation of Municipal property and equipment, and the posting of a performance bond, a letter of credit irrevocable up to ninety (90) days after the conclusion of the event, or other surety securing payment of such fee;
 - b) The provision of adequate crowd control and traffic control, security, fire protection, food handling, waste and refuse disposal, and noise restrictions;
 - c) Inspections conducted by the Municipal Law Enforcement Officer, Building Services or Fire Department, and the local Health Unit may be required based on the size, location and nature of the event.

7. Exemptions

- 7.1 This By-law shall not apply to Special Events organized by the Municipality.
- 7.2 At the discretion of the Clerk in consultation with the Community Services Manager, the requirement for a Special Event License for the community

arenas, any community hall, or those properties as listed under the Parks audit may be waived.

- 7.3 Events held at locations which are properly zoned and designated for the event shall not require a License, however the Municipality must be notified of all such events.

8. Administration

- 8.1 The Clerk's Division shall be the main contact for Special Events in the Municipality. Administration of this By-law may be conducted through By-law Enforcement, Fire and Emergency Services, Building Services, or Community Services.

9. Other Requirements

- 9.1 Any Special Event License issued to a person, group or business under this By-law shall adhere and comply with other Municipal by-laws, policies, rules and regulations, and those of other governmental agencies.
- 9.2 A Major Event, whether for profit or not-for-profit, where more than 1,000 people will be in attendance, shall require the approval of Council.
- 9.3 Municipal by-laws, policies, rules and regulations noted in Section 9.1 may include, but are not limited to the most recent version of the following:
- a) South Huron Municipal Alcohol Risk Management Policy
 - b) User Fees for Facility Rentals
 - c) Noise By-law
 - d) Refreshment Vehicles
 - e) Lottery Licensing requirements of the Province of Ontario
 - f) Statutes under the Alcohol and Gaming Commission of Ontario
- 9.4 Other proposed events or uses that have not otherwise been identified in existing Municipal by-laws or policy documents may be regulated by the Special Events By-law in order to minimize any conflict that may result from the use.
- 9.5 Should an applicant fail to comply with any of the provisions of this By-law, and any provisions of the Special Event License or any other by-laws of the

Municipality, the Clerk may, at any time, revoke or suspend the Special Event License without notice.

- 9.6 Should an application for a Special Event License under this By-law be denied or revoked, the application may be reconsidered at a subsequent occasion upon the applicant addressing, to the satisfaction of the Clerk, the reasons given for the initial denial of the application
- 9.7 An Officer of the Municipality may enter onto private property at any reasonable time for the purpose of carrying out an inspection to determine compliance with:
- a) This and any other Municipal by-law;
 - b) A direction or order of the Municipality made under the *Municipal Act*, the *Ontario Building Code Act*, or under a Municipal by-law;
 - c) A condition of a license issued under this or any other Municipal by-law.

10. Offences

- 10.1 No person shall permit or hold a Special Event as defined herein without first obtaining a Special Event License issued under this By-law.
- 10.2 No person shall hold or permit to be held a Special Event except in accordance with the terms and conditions set out in the License.

11. Penalties

- 11.1 Every person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for in the *Municipal Act*.
- 11.2 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable:
- a) on a first conviction, to a fine of not more than \$10,000.00; and
 - b) on any subsequent conviction, to a fine of not more than \$25,000.00.
- 11.3 Any corporation which contravenes any provision of this By-Law is guilty of an offence and upon conviction is liable:
- a) on a first conviction, to a fine of not more than \$50,000.00; and

b) on any subsequent conviction, to a fine of not more than \$100,000.00.

12. General

- 12.1 This By-law shall be called the “Special Events By-law”.
- 12.2 This By-law shall be administered by the Clerk.
- 12.3 This By-law shall be enforced by the Municipal Law Enforcement Officer of the Municipality of South Huron or the Ontario Provincial Police.
- 12.4 The Municipality may enter on land at any reasonable time for the purpose of carrying out an inspection to determine compliance with this By-law, a condition of this By-law, or to ensure compliance with a direction or order made under this By-law or under the *Municipal Act, 2001*.
- 12.5 Should any section, subsection, clause, paragraph or provision of this By-law, including any part of the schedules to this By-law, be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part, other than the provision or part of the schedule declared invalid.
- 12.6 Schedule “A” attached hereto and forming part of this By-law shall be called the “Special Event Policy”.
- 12.7 This By-law shall come into force and take effect September 1, 2018.

Read a first and second time this 4th day of June, 2018

Read a third time and passed this 4th day of June, 2018

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

Purpose:

The purpose of this Special Events Policy is to ensure public safety, control noise, traffic, odour and nuisance, mitigate any negative impact on the community and to ensure that the Municipality is able to prepare and respond where necessary.

Scope:

This policy will apply to all persons, services and programs who wish to deliver a Special Event within the geographic boundaries of South Huron as prescribed in By-law 52-2018.

Policy Statement:

It is the policy of the Municipality of South Huron to conduct the following with respect to Special Events in the geographic boundary of South Huron.

Contents:

Purpose:	1
Scope:	1
Policy Statement:	1
1. DEFINITIONS	1
2. SCOPE	3
3. REGULATIONS.....	3
4. APPLICATION FEES AND PROCESSING	4
5. LICENSE APPROVAL PROCESS	4
6. LICENSE REQUIREMENTS	5
7. EXEMPTIONS	5
8. ADMINISTRATION.....	5
9. OTHER REQUIREMENTS	6
10. OFFENCES	7
11. PENALTIES.....	7

1. DEFINITIONS

For the purpose of this By-law:

“**AGCO**” means the Alcohol and Gaming Commission of Ontario.

“**Application**” means an Application for Special Event License.

“**Building Department**” means Building Services for the Municipality of SOUTH HURON.



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

"Certificate of Insurance" means a document issued by an insurance company that certifies that an insurance policy has been purchased for the Special Event, or which applies to the property on which the Special Event shall occur, and which provides an abstract of the liability provisions of the insurance contract.

"Charitable Organization" means an organization that provides for the Relief of Poverty, the Advancement of Education, the Advancement of Religion, or other charitable purposes beneficial to the community which do not fall under the previous three classifications.

"Clerk" means the Municipal Clerk or designate for the Corporation of The Municipality of SOUTH HURON.

"Community Event" means an event which is held for or which benefits the residents or local area within SOUTH HURON.

"Council" means the Council of the Corporation of The Municipality of SOUTH HURON.

"Emergency Medical Services" means Huron County Emergency Medical Services (EMS).

"Fees" means an application fee or processing fee paid by the applicant of a Special Event License, as outlined in the Fees and Charges By-law.

"Fire Department" means SOUTH HURON Fire and Emergency Services.

"Health Unit" means the Huron County Health Unit.

"In Kind Contribution" means use of municipality owned facilities, equipment or materials at a reduced or waived fee, and/or municipal staff support or expertise for an event at reduced or waived wages.

"License" means a license issued by the Municipality in accordance with a By-law of the Municipality or under a provincial statute.

"Liquor License" means a license issued by the Province of Ontario in the form of a Special Occasion Permit or a Liquor License for the purpose of serving alcohol.

"Major Event" means an exhibition, concert, festival or other organized event, held for profit or otherwise, with more than 1,000 people in attendance.

"Municipality" means the Corporation of The Municipality of SOUTH HURON.

"Not-for-Profit" means an event or activity of a community group or not-for-profit organization that is held without monetary gain.



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

"**Officer**" means a Police Officer, Municipal Law Enforcement Officer, or other Officer appointed by the Municipality.

"**OPP**" means the Ontario Provincial Police.

"**Person**" shall include an individual, corporation, business entity, group or association.

"**Special Event**" means an exhibition, concert, festival, parade, bicycle race, or other event organized for the purpose of entertainment or amusement and to which more than 50 people attend held for profit or otherwise.

"**Municipal Facility**" means any land owned or leased by the Municipality of SOUTH HURON which is accessed by or provided for public use, including but not limited to an arena, community hall, park or green space, parking lot, public library, office, opened and unopened road allowances, and those under agreement through a Memorandum of Understanding.

2. SCOPE

- 2.1 This By-law has been enacted to ensure public safety, to control noise, traffic, odour and nuisance, to mitigate any negative impact on the community, and to ensure that the Municipality is able to prepare and respond where necessary.

3. REGULATIONS

- 3.1 No person shall hold or permit to be held any of the following events or activities on Municipal property, other public facilities or within the Municipality of SOUTH HURON unless the Municipality has granted a License for such event or activity:
- Parades, processions, marathons, bicycle races and other events utilizing the sidewalks or vehicular travel portion of Municipal streets, highways, parking lots or properties including facilities operated by the Municipality;
 - Carnivals, bazaars and similar events which offer such activities as amusement rides or devices, games of skill, animal rides or exhibitions, food concession or live entertainment.
 - Outdoor festivals offering live or recorded music or entertainment for public or private audiences.
 - Organized scheduled contests and exhibitions.
 - Marine events, including any pre-scheduled organized concentration of watercraft, involving participants and/or spectators, of a competitive or non-competitive nature.
 - Scheduled races, exhibitions or other events involving the operation of motorized vehicles of any type.



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

4. APPLICATION FEES AND PROCESSING

- 4.1 A Special Event application may be obtained from the Clerk's Office or from the Municipal website and shall be submitted to the Clerk's Office upon completion.
- 4.2 The application fee is outlined in the current Fees and Charges By-law.
- 4.3 An application for a Special Event shall be submitted with all required documentation no less than sixty (60) days before the proposed event.
- 4.4 Written approval may be required from outside agencies such AGCO, OPP, Huron County EMS, and the Huron County Health Unit or other approval authorities. It is the responsibility of the applicant to obtain these documents and attach them to the application for License, where applicable.
- 4.5 If the Special Event is to be held on lands owned by other than the applicant, written approval of the property owner shall be submitted with the application.
- 4.6 The applicant may be required to meet with staff from the Clerk's Office and other Municipal Departments. The Clerk shall forward the completed application to other departments as needed for comment.
- 4.7 If approval for an event is denied, such decision will be provided in writing setting forth the reasons for denial. Such decision may be appealed to Council.

5. LICENSE APPROVAL PROCESS

- 5.1 A Special Event License may be issued upon receipt and review of an application if, in the opinion of the Clerk, the following conditions have been met:
 - a) There is a demonstrated benefit to the community, residents and businesses by holding the event;
 - b) The proposed event or activity is compatible with the surrounding area or neighbourhood, giving consideration to acceptable increases in noise, traffic, crowd control and other municipal concerns;
 - c) Any proposed use of public property, rights of way or facilities will not unreasonably interfere with the normal use of the property, rights of way or facilities by the Municipality or the general public;
 - d) The applicant shall provide written proof of Commercial General Liability (CGL) and Liquor Liability (if alcohol is being sold or served) Insurance in relation to the event in an amount consistent with the recommendation of the Municipality's insurance broker of record. The policy must name the Municipality of SOUTH HURON as an additional named insured. The policy must include coverage for cross liability and shall contain an endorsement to provide the



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

Municipality of SOUTH HURON with thirty (30) days written notice of cancellation or material change that would diminish coverage

- e) The Certificate of Insurance shall be submitted to the Municipality with the application clearly stating the address of the insured location or event;
- f) Municipal resources, if applicable, to support the proposed activity are available;
- g) All comments or recommendations from Municipal Departments and related agencies have been received and are favourable;
- h) Any concerns noted shall require reconciliation before approval is granted.

6. LICENSE REQUIREMENTS

- 6.1 Further conditions or requirements may be imposed to ensure health, safety, welfare and nuisance control. Such conditions may include, but are not limited to:
- a) The payment of a reasonable fee for the use or allocation of Municipal property and equipment, and the posting of a performance bond, a letter of credit irrevocable up to ninety (90) days after the conclusion of the event, or other surety securing payment of such fee;
 - b) The provision of adequate crowd control and traffic control, security, fire protection, food handling, waste and refuse disposal, and noise restrictions;
 - c) Inspections conducted by the Municipal Law Enforcement Officer, Building Services or Fire Department, and the local Health Unit may be required based on the size, location and nature of the event.

7. EXEMPTIONS

- 7.1 This By-law shall not apply to Special Events organized by the Municipality.
- 7.2 At the discretion of the Clerk in consultation with the Community Services Manager, the requirement for a Special Event License for the community arenas, any community hall, or those properties as listed under the Parks audit may be waived.
- 7.3 Events held at locations which are properly zoned and designated for the event shall not require a License, however the Municipality must be notified of all such events.

8. ADMINISTRATION

- 8.1 The Clerk's Division shall be the main contact for Special Events in the Municipality. Administration of this By-law may be conducted through By-



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

law Enforcement, Fire and Emergency Services, Building Services, or Community Services.

9. OTHER REQUIREMENTS

- 9.1 Any Special Event License issued to a person, group or business under this By-law shall adhere and comply with other Municipal by-laws, policies, rules and regulations, and those of other governmental agencies.
- 9.2 A Major Event, whether for profit or not-for-profit, where more than 1,000 people will be in attendance, shall require the approval of Council.
- 9.3 Municipal by-laws, policies, rules and regulations noted in Section 9.1 may include, but are not limited to the most recent version of the following:
- a) SOUTH HURON Municipal Alcohol Risk Management Policy
 - b) User Fees for Facility Rentals
 - c) Noise By-law
 - d) Refreshment Vehicles
 - e) Lottery Licensing requirements of the Province of Ontario
 - f) Statutes under the Alcohol and Gaming Commission of Ontario
- 9.4 Other proposed events or uses that have not otherwise been identified in existing Municipal by-laws or policy documents may be regulated by the Special Events By-law in order to minimize any conflict that may result from the use.
- 9.5 Should an applicant fail to comply with any of the provisions of this By-law, and any provisions of the Special Event License or any other by-laws of the Municipality, the Clerk may, at any time, revoke or suspend the Special Event License without notice.
- 9.6 Should an application for a Special Event License under this By-law be denied or revoked, the application may be reconsidered at a subsequent occasion upon the applicant addressing, to the satisfaction of the Clerk, the reasons given for the initial denial of the application
- 9.7 An Officer of the Municipality may enter onto private property at any reasonable time for the purpose of carrying out an inspection to determine compliance with:
- a) This and any other Municipal by-law;



Schedule "A" to By-Law 52-2018

Municipality of South Huron Policy

Policy Name:	Special Events Policy
Policy Number:	A09-Protection and Enforcement Services-001
Section:	Licences
Effective Date:	2018-06-04
By-law or Resolution:	
Supersedes:	n/a
Last Revision:	n/a
Schedule for Review:	2023-06-03

- b) A direction or order of the Municipality made under the *Municipal Act*, the *Ontario Building Code Act*, or under a Municipal by-law;
- c) A condition of a license issued under this or any other Municipal by-law.

10. OFFENCES

- 10.1 No person shall permit or hold a Special Event as defined herein without first obtaining a Special Event License issued under this By-law.
- 10.2 No person shall hold or permit to be held a Special Event except in accordance with the terms and conditions set out in the License.

11. PENALTIES

- 11.1 Every person who contravenes any provision of this By-law is guilty of an offence and, upon conviction, is liable to a fine as provided for in the *Municipal Act*.
- 11.2 Any person who contravenes any provision of this By-law is guilty of an offence and upon conviction is liable:
 - a) on a first conviction, to a fine of not more than \$10,000.00; and
 - b) on any subsequent conviction, to a fine of not more than \$25,000.00.
- 11.3 Any corporation which contravenes any provision of this By-Law is guilty of an offence and upon conviction is liable:
 - a) on a first conviction, to a fine of not more than \$50,000.00; and
 - b) on any subsequent conviction, to a fine of not more than \$100,000.00.



The Corporation Of The Municipality Of South Huron

By-Law #54-2018

Being a By-Law to authorize an Agreement with The Association of Municipalities of Ontario for the Ontario's Main Street Revitalization Initiative Transfer Payment Agreement

Whereas the *Municipal Act, 2001, as amended*, 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 Municipal Act, 2001, as amended provides under Section 9 that the municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act; and

Whereas the Province of Ontario is making \$26 million available for allocation for the purposes of supporting municipal Main Street Revitalization Initiatives in Ontario; and

Whereas the Province of Ontario, Ontario municipalities as represented by AMO are signatories to Ontario's Main Street Revitalization Initiative Transfer Payment Agreement on March 12, 2018 (the "OMAFRA-AMO Agreement"), whereby AMO agreed to administer Main Street Revitalization funds made available to all Ontario municipalities, excluding Toronto; and

Whereas the Municipality of South Huron deems it desirable to enter into this Agreement in order to participate in Ontario's Main Streets Revitalization Initiative; and

Whereas the Municipality of South Huron acknowledges that funds received through the Agreement must be invested in an interest bearing reserve account until the earliest of expenditure or March 31, 2020;

Now therefore be it resolved that the Council of the Municipality of South Huron, a municipal corporation pursuant to the Municipal Act, 2001; enacts as follows:

1. That the Mayor and Clerk are hereby authorized to execute are hereby authorized to execute this Municipal Funding Agreement for the transfer of Main Streets Revitalization Initiatives funds between the Association of Municipalities of Ontario and the Municipality of South Huron as in Schedule A attached hereto.
2. That Schedule 'A' shall form an integral part of this By-Law.
3. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 4th day of June, 2018

Read a third and final time this 4th day of June, 2018.

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law 54-2018
Main Street Funding Agreement

MUNICIPAL FUNDING AGREEMENT

ONTARIO'S MAIN STREET REVITALIZATION INITIATIVE

This Agreement made as of 1st day of April, 2018.

BETWEEN:

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

(referred to herein as "AMO")

AND:

THE MUNICIPALITY OF SOUTH HURON

(a municipal corporation pursuant to the Municipal Act, 2001, referred to herein as the "Recipient")

WHEREAS the Province of Ontario is making \$26 million available for allocation for the purposes of supporting municipal Main Street Revitalization Initiatives in Ontario;

WHEREAS the Province of Ontario, Ontario municipalities as represented by AMO are signatories to Ontario's Main Street Revitalization Initiative Transfer Payment Agreement on March 12, 2018 (the "OMAFRA-AMO Agreement"), whereby AMO agreed to administer Main Street Revitalization funds made available to all Ontario municipalities, excluding Toronto;

WHEREAS the OMAFRA-AMO Transfer Payment Agreement contains a framework for the transfer of provincial funds to Ontario lower-tier and single-tier municipalities represented by AMO;

WHEREAS the Recipient wishes to enter into this Agreement in order to participate in Ontario's Main Street Revitalization Initiative;

WHEREAS AMO is carrying out the fund administration in accordance with its obligations set out in the OMAFRA-AMO Agreement and it will accordingly undertake certain activities and require Recipients to undertake activities as set out in this Agreement.

THEREFORE the Parties agree as follows:

1. DEFINITIONS AND INTERPRETATION

1.1 **Definitions.** When used in this Agreement (including the cover and execution pages and all of the schedules), the following terms shall have the meanings ascribed to them below unless the subject matter or context is inconsistent therewith:

“Agreement” means this Agreement, including the cover and execution pages and all of the schedules hereto, and all amendments made hereto in accordance with the provisions hereof.

“Annual Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.2 and Section 2 of Schedule D.

“Association of Municipalities of Ontario (AMO)” means a legally incorporated entity under the Corporations Act, 1990 R.S.O. 1990, Chapter c.38.

“Communication Report” means the duly completed report to be prepared and delivered to AMO as described in Section 7.1 and Section 1 of Schedule D.

“Community Improvement Plan” has the meaning as defined under section 28(1) of the Planning Act, R.S.O. 1990, c. P.13.

“Contract” means an agreement between the Recipient and a Third Party whereby the latter agrees to supply a product or service to an Eligible Project in return for financial consideration.

“Effective Date” is April 1, 2018.

“Eligible Costs” means those expenditures described as eligible in Schedule C.

“Eligible Projects” means projects as described in Schedule B.

“Eligible Recipient” means a

- a. Municipality or its agent (including its wholly owned corporation); and
- b. Non-municipal entity, including for profit, non-governmental and not-for profit organizations, on the condition that the Municipality(ies) has (have) indicated support for the Eligible Project through a formal grant agreement between the Municipality and the non-municipal entity.

“Event of Default” has the meaning given to it in Section 11.1 of this Agreement.

“Funds” mean the Funds made available to the Recipient through the Main Street Revitalization Initiative, a program established by the Government of Ontario. Funds are made available pursuant to this Agreement and includes any interest earned on the said Funds. For greater certainty: (i) Funds transferred to another Municipality in accordance with Section 6.2 of this Agreement, other than as set out in Sections 7.1(a), (c) and (f), are to be treated as Funds by the Municipality to which the Funds are transferred and are not to be treated as Funds by the Recipient; and (ii) any Funds transferred to a non-municipal entity in accordance with Section 6.3 of this Agreement shall remain as Funds under this Agreement for all purposes and the Recipient shall continue to be bound by all provisions of this Agreement with respect to such transferred Funds.

“Ineligible Costs” means those expenditures described as ineligible in Schedule C.

“Lower-tier Municipality” means a Municipality that forms part of an Upper-tier Municipality for municipal purposes, as defined under the Municipal Act, 2001 S.O. 2001, c.25.

“Municipal Fiscal Year” means the period beginning January 1st of a year and ending December 31st of the same year.

“Municipality” and “Municipalities” means every municipality as defined under the Municipal Act, 2001 S.O. 2001 c.25.

“Municipal Physical Infrastructure” means municipal or regional, publicly or privately owned, tangible capital assets primarily for public use or benefit in Ontario.

“Ontario” means Her Majesty in Right of Ontario, as represented by the Minister of Agriculture, Food and Rural Affairs.

“Parties” means AMO and the Recipient.

“Project Completion Date” means the Recipient must complete its Project under this Agreement by March 31, 2020.

“Recipient” has the meaning given to it on the first page of this Agreement.

“Results Report” means the report prepared and delivered to AMO by the Recipient by which reports on how Funds are supporting progress towards achieving the program objective, more specifically described in Section 3 of Schedule D.

“Single-tier Municipality” means a municipality, other than an upper-tier municipality, that does not form part of an upper-tier municipality for municipal purposes as defined under the Municipal Act, 2001, S.O. 2001 c. 25.

“Third Party” means any person or legal entity, other than the Parties to this Agreement who participates in the implementation of an Eligible Project by means of a Contract.

“Transfer By-law” means a by-law passed by Council of the Recipient pursuant to Section 6.2 and delivered to AMO in accordance with that section.

“Unspent Funds” means the amount reported as unspent by the Recipient as of December 31, as submitted in the Recipient’s Annual Report.

1.2 Interpretations:

Herein, etc. The words “herein”, “hereof” and “hereunder” and other words of similar import refer to this Agreement as a whole and not any particular schedule, article, section, paragraph or other subdivision of this Agreement.

Currency. Any reference to currency is to Canadian currency and any amount advanced, paid or calculated is to be advanced, paid or calculated in Canadian currency.

Statutes. Any reference to a federal or provincial statute is to such statute and to the regulations made pursuant to such statute as such statute and regulations may at any time be amended or modified and in effect and to any statute or regulations that may be passed that have the effect of supplementing or superseding such statute or regulations.

Gender, singular, etc. Words importing the masculine gender include the feminine or neuter gender and words in the singular include the plural, and vice versa.

2. TERM OF AGREEMENT

- 2.1 **Term.** Subject to any extension or termination of this Agreement or the survival of any of the provisions of this Agreement pursuant to the provisions contained herein, this Agreement shall be in effect from the date set out on the first page of this Agreement, up to and including March 31, 2020.
- 2.2 **Amendment.** This Agreement may be amended at any time in writing as agreed to by AMO and the Recipient.
- 2.3 **Notice.** Any of the Parties may terminate this Agreement on written notice.

3. RECIPIENT REQUIREMENTS

- 3.1 **Communications.** The Recipient will comply with all requirements outlined, including providing upfront project information on an annual basis, or until all Funds are expended for communications purposes in the form described in Section 7.1 and Section 1 of Schedule D.
- a) Unless otherwise directed by Ontario, the Recipient will acknowledge the support of Ontario for Eligible Projects in the following manner: "The Project is funded [if it is partly funded the Recipient should use "in part"] by the Ontario Ministry of Agriculture, Food and Rural Affairs."
- b) The Recipient shall notify Ontario within five (5) business days of planned media events or announcements related to the Project, organized by the Recipient to facilitate the attendance of Ontario. Media events and announcements include, but are not limited to, news conferences, public announcements, official events or ceremonies, and news releases.
- 3.2 **Contracts.** The Recipient will award and manage all Contracts in accordance with its relevant policies and procedures and, if applicable, in accordance with the Canadian Free Trade Agreement and applicable international trade agreements, and all other applicable laws.
- a) The Recipient will ensure any of its Contracts for the supply of services or materials to implement its responsibilities under this Agreement will be

awarded in a way that is transparent, competitive, consistent with value for money principles and pursuant to its adopted procurement policy.

4. ELIGIBLE PROJECTS

- 4.1 **Eligible Projects.** Costs directly and reasonably incurred by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs or activities funded under the Municipal Physical Infrastructure category, including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the role of small businesses in main street areas as more specifically described in Schedule B and Schedule C
- 4.2 **Recipient Fully Responsible.** The Recipient is fully responsible for the completion of each Eligible Project in accordance with Schedule B and Schedule C.

5. ELIGIBLE COSTS

- 5.1 **Eligible Costs.** Schedule C sets out specific requirements for Eligible and Ineligible Costs.
- 5.2 **Discretion of Ontario.** Subject to Section 5.1, the eligibility of any items not listed in Schedule B and/or Schedule C to this Agreement is solely at the discretion of Ontario.
- 5.3 **Unspent Funds.** Any Unspent Funds, and any interest earned thereon, will be subject to the terms and conditions of this Agreement.
- 5.4 **Reasonable Access.** The Recipient shall allow AMO and Ontario reasonable and timely access to all documentation, records and accounts and those of their respective agents or Third Parties related to the receipt, deposit and use of Funds and Unspent Funds, and any interest earned thereon, and all other relevant information and documentation requested by AMO or Ontario or their respective designated representatives for the purposes of audit, evaluation, and ensuring compliance with this Agreement.
- 5.5 **Retention of Receipts.** The Recipient will keep proper and accurate accounts and records of all Eligible Projects including invoices and receipts for Eligible Expenditures in accordance with the Recipient's municipal records retention by-law and, upon reasonable notice, make them available to AMO and Ontario.

6. FUNDS

- 6.1 **Allocation of Funds.** AMO will allocate and transfer Funds on the basis of the formula determined by Ontario.
- 6.2 **Transfer of Funds to a Municipality.** Where a Recipient decides to allocate and transfer Funds to another Municipality (the "Transferee Municipality"):

- a) The allocation and transfer shall be authorized by by-law (a "Transfer By-law"). The Transfer By-law shall be passed by the Recipient's council and submitted to AMO as soon thereafter as practicable. The Transfer By-law shall identify the Transferee Municipality and the amount of Funds the Transferee Municipality is to receive for the Municipal Fiscal Year specified in the Transfer By-law.
- b) The Recipient is still required to submit an Annual Report in accordance with Sections 7.1 (a), (c) and (f) hereof with respect to the Funds transferred.
- c) No transfer of Funds pursuant to this Section 6.2 shall be effected unless and until the Transferee Municipality has either (i) entered into an agreement with AMO on substantially the same terms as this Agreement, or (ii) has executed and delivered to AMO a written undertaking to assume all of the Recipient's obligations under this Agreement with respect to the Funds transferred; in a form satisfactory to AMO.

6.3 Transfer of Funds to a non-municipal entity. Where a Recipient decides to support an Eligible Project undertaken by an Eligible Recipient that is not a Municipality:

- a) The provision of such support shall be authorized by a grant agreement between the Municipality and the Eligible Recipient in support of a Community Improvement Plan. The grant agreement shall identify the Eligible Recipient, and the amount of Funds the Eligible Recipient is to receive for that Eligible Project.
- b) The Recipient shall continue to be bound by all of the provisions of this Agreement notwithstanding any such transfer including the submission of an Annual Report in accordance with Section 7.2.
- c) No transfer of Funds pursuant to this Section 6.3 shall be effected unless and until the non-municipal entity receiving the Funds has executed and delivered to the Municipality the grant agreement.

6.4 Use of Funds. The Recipient acknowledges and agrees the Funds are intended for and shall be used only for Eligible Expenditures in respect of Eligible Projects.

6.5 Payout of Funds. The Recipient agrees that all Funds will be transferred by AMO to the Recipient upon full execution of this Agreement.

6.6 Use of Funds. The Recipient will deposit the Funds in a dedicated reserve fund or other separate distinct interest bearing account and shall retain the Funds in such reserve fund, or account until the Funds are expended or transferred in accordance with this Agreement. The Recipient shall ensure that:

- a) any investment of unexpended Funds will be in accordance with Ontario law and the Recipient's investment policy; and,

- b) any interest earned on Funds will only be applied to Eligible Costs for Eligible Projects, more specifically on the basis set out in Schedule B and Schedule C.
- 6.7 **Funds advanced.** Funds transferred by AMO to the Recipient shall be expended by the Recipient in respect of Eligible Costs. AMO reserves the right to declare that Unspent Funds after March 31, 2020 become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.
- 6.8 **Expenditure of Funds.** The Recipient shall expend all Funds by March 31, 2020.
- 6.9 **GST & HST.** The use of Funds is based on the net amount of goods and services tax or harmonized sales tax to be paid by the Recipient net of any applicable tax rebates.
- 6.10 **Limit on Ontario's Financial Commitments.** The Recipient may use Funds to pay up to one hundred percent (100%) of Eligible Expenditures of an Eligible Project.
- 6.11 **Stacking.** If the Recipient is receiving funds under other programs in respect of an Eligible Project to which the Recipient wishes to apply Funds, the maximum contribution limitation set out in any other program agreement made in respect of that Eligible Project shall continue to apply.
- 6.12 **Insufficient funds provided by Ontario.** If Ontario does not provide sufficient funds to AMO for this Agreement, AMO may terminate this Agreement.

7. REPORTING REQUIREMENTS

- 7.1 **Communication Report.** Immediately upon execution of this Agreement the Recipient shall report to AMO any Eligible Project being undertaken in the current Municipal Fiscal Year in the form described in Schedule D.
- 7.2 **Annual Report.** The Recipient shall report in the form in Schedule D due by May 15th following the Municipal Fiscal Year on:
- a) the amounts received from AMO under this Agreement;
 - b) the amounts received from another Eligible Recipient;
 - c) the amounts transferred to another Eligible Recipient;
 - d) amounts paid by the Recipient in aggregate for Eligible Projects;
 - e) amounts held at year end by the Recipient in aggregate, including interest, to pay for Eligible Projects;
 - f) indicate in a narrative the progress that the Recipient has made in meeting its commitments and contributions; and,

- g) a listing of all Eligible Projects that have been funded, indicating the Eligible Project category, project description, amount of Funds, total project cost, start date, end date and completion status.

- 7.3 **Results Report.** The Recipient shall account in writing for results achieved by the Funds through a Results Report to be submitted to AMO. Specifically the Results Report shall document performance measures achieved through the investments in Eligible Projects in the form described in Section 3 of Schedule D.

8. RECORDS AND AUDIT

- 8.1 **Accounting Principles.** All accounting terms not otherwise defined herein have the meanings assigned to them; all calculations will be made and all financial data to be submitted will be prepared in accordance with generally accepted accounting principles (GAAP) in effect in Ontario. GAAP will include, without limitation, those principles approved or recommended for local governments from time to time by the Public Sector Accounting Board or the Canadian Institute of Chartered Accountants or any successor institute, applied on a consistent basis.
- 8.2 **Separate Records.** The Recipient shall maintain separate records and documentation for the Funds and keep all records including invoices, statements, receipts and vouchers in respect of Funds expended on Eligible Projects in accordance with the Recipient's municipal records retention by-law. Upon reasonable notice, the Recipient shall submit all records and documentation relating to the Funds to AMO and Ontario for inspection or audit.
- 8.3 **External Auditor.** AMO and/or Ontario may request, upon written notification, an audit of Eligible Project or an Annual Report. AMO shall retain an external auditor to carry out an audit of the material referred to in Sections 5.4 and 5.5 of this Agreement. AMO shall ensure that any auditor who conducts an audit pursuant to this Section of this Agreement or otherwise, provides a copy of the audit report to the Recipient and Ontario at the same time that the audit report is given to AMO.

9. INSURANCE AND INDEMNITY

- 9.1 **Insurance.** The Recipient shall put in effect and maintain in full force and effect or cause to be put into effect and maintained for the term of this Agreement all the necessary insurance with respect to each Eligible Project, including any Eligible Projects with respect to which the Recipient has transferred Funds pursuant to Section 6 of this Agreement, that would be considered appropriate for a prudent Municipality undertaking Eligible Projects, including, where appropriate and without limitation, property, construction and liability insurance, which insurance coverage shall identify Ontario and AMO as additional insureds for the purposes of the Eligible Projects.
- 9.2 **Certificates of Insurance.** Throughout the term of this Agreement, the Recipient shall provide AMO with a valid certificate of insurance that confirms compliance with the requirements of Section 9.1. No Funds shall be expended

or transferred pursuant to this Agreement until such certificate has been delivered to AMO.

9.3 **AMO not liable.** In no event shall Ontario or AMO be liable for:

- (a) any bodily injury, death or property damages to the Recipient, its employees, agents or consultants or for any claim, demand or action by any Third Party against the Recipient, its employees, agents or consultants, arising out of or in any way related to this Agreement; or
- (b) any incidental, indirect, special or consequential damages, or any loss of use, revenue or profit to the Recipient, its employees, agents or consultants arising out of any or in any way related to this Agreement.

9.4 **Recipient to Compensate Ontario.** The Recipient will ensure that it will not, at any time, hold Ontario, its officers, servants, employees or agents responsible for any claims or losses of any kind that the Recipient, Third Parties or any other person or entity may suffer in relation to any matter related to the Funds or an Eligible Project and that the Recipient will, at all times, compensate Ontario, its officers, servants, employees and agents for any claims or losses of any kind that any of them may suffer in relation to any matter related to the Funds or an Eligible Project. The Recipient's obligation to compensate as set out in this section does not apply to the extent to which such claims or losses relate to the negligence of an officer, servant, employee, or agent of Ontario in the performance of his or her duties.

9.5 **Recipient to Indemnify AMO.** The Recipient hereby agrees to indemnify and hold harmless AMO, its officers, servants, employees or agents (each of which is called an "Indemnatee"), from and against all claims, losses, damages, liabilities and related expenses including the fees, charges and disbursements of any counsel for any Indemnatee incurred by any Indemnatee or asserted against any Indemnatee by whomsoever brought or prosecuted in any manner based upon, or occasioned by, any injury to persons, damage to or loss or destruction of property, economic loss or infringement of rights caused by or arising directly or indirectly from:

- (a) the Funds;
- (b) the Recipient's Eligible Projects, including the design, construction, operation, maintenance and repair of any part or all of the Eligible Projects;
- (c) the performance of this Agreement or the breach of any term or condition of this Agreement by the Recipient, its officers, servants, employees and agents, or by a Third Party, its officers, servants, employees, or agents; and
- (d) any omission or other wilful or negligent act of the Recipient or Third Party and their respective officers, servants, employees or agents.

10. DISPOSAL

10.1 **Disposal.** The Recipient will not, without Ontario's prior written consent, sell, lease or otherwise dispose of any asset purchased or created with the Funds or

for which Funds were provided, the cost of which exceed \$50,000 at the time of sale, lease or disposal prior to March 31, 2021.

11. DEFAULT AND TERMINATION

- 11.1 **Event of Default.** AMO may declare in writing that an event of default has occurred when the Recipient has not complied with any condition, undertaking or term in this Agreement. AMO will not declare in writing that an event of default has occurred unless it has first consulted with the Recipient. Each and every one of the following events is an "Event of Default":
- (a) failure by the Recipient to deliver in a timely manner an Annual Report or Results Report.
 - (b) delivery of an Annual Report that discloses non-compliance with any condition, undertaking or material term in this Agreement.
 - (c) failure by the Recipient to co-operate in an external audit undertaken by AMO or its agents.
 - (d) delivery of an external audit report that discloses non-compliance with any condition, undertaking or term in this Agreement.
 - (e) failure by the Recipient to expend Funds in accordance with Sections 4.1 and 6.8.
- 11.2 **Waiver.** AMO may withdraw its notice of an Event of Default if the Recipient, within thirty (30) calendar days of receipt of the notice, either corrects the default or demonstrates, to the satisfaction of AMO in its sole discretion that it has taken such steps as are necessary to correct the default.
- 11.3 **Remedies on default.** If AMO declares that an Event of Default has occurred under Section 11.1, after thirty (30) calendar days from the Recipient's receipt of the notice of an Event of Default, it may immediately terminate this Agreement.
- 11.4 **Repayment of Funds.** If AMO declares that an Event of Default has not been cured to its satisfaction, AMO reserves the right to declare that prior payments of Funds become a debt to Ontario which the Recipient will reimburse forthwith on demand to AMO for transmission to Ontario.

12. CONFLICT OF INTEREST

- 12.1 **No conflict of interest.** The Recipient will ensure that no current member of the AMO Board of Directors and no current or former public servant or office holder to whom any post-employment, ethics and conflict of interest legislation, guidelines, codes or policies of Ontario applies will derive direct benefit from the Funds, the Unspent Funds, and interest earned thereon, unless the provision of receipt of such benefits is in compliance with such legislation, guidelines, policies or codes.

13. NOTICE

13.1 **Notice.** Any notice, information or document provided for under this Agreement will be effectively given if in writing and if delivered by hand, or overnight courier, mailed, postage or other charges prepaid, or sent by facsimile or email to the addresses, the facsimile numbers or email addresses set out in Section 13.3. Any notice that is sent by hand or overnight courier service shall be deemed to have been given when received; any notice mailed shall be deemed to have been received on the eighth (8) calendar day following the day on which it was mailed; any notice sent by facsimile shall be deemed to have been given when sent; any notice sent by email shall be deemed to have been received on the sender's receipt of an acknowledgment from the intended recipient (such as by the "return receipt requested" function, as available, return email or other written acknowledgment), provided that in the case of a notice sent by facsimile or email, if it is not given on a business day before 4:30 p.m. Eastern Standard Time, it shall be deemed to have been given at 8:30 a.m. on the next business day for the recipient.

13.2 **Representatives.** The individuals identified in Section 13.3 of this Agreement, in the first instance, act as AMO's or the Recipient's, as the case may be, representative for the purpose of implementing this Agreement.

13.3 **Addresses for Notice.** Further to Section 13.1 of this Agreement, notice can be given at the following addresses:

a) If to AMO:

Executive Director
Main Streets Agreement
Association of Municipalities of Ontario 200 University Avenue, Suite 801
Toronto, ON M5H 3C6

Telephone: 416-971-9856
Email: mainstreets@amo.on.ca

b) If to the Recipient:

Manager of Financial Services/Treasurer
Sandy Becker
MUNICIPALITY OF SOUTH HURON
P.O. Box 759322 Main St. S.
Exeter, ON N0M 1S6
(519) 235-0310 x229
s.becker@southhuron.ca

14. MISCELLANEOUS

14.1 **Counterpart Signature.** This Agreement may be signed in counterpart, and the signed copies will, when attached, constitute an original Agreement.

14.2 **Severability.** If for any reason a provision of this Agreement that is not a fundamental term is found to be or becomes invalid or unenforceable, in whole or in part, it will be deemed to be severable and will be deleted from this

Agreement, but all the other terms and conditions of this Agreement will continue to be valid and enforceable.

- 14.3 **Waiver.** AMO may waive any right in this Agreement only in writing, and any tolerance or indulgence demonstrated by AMO will not constitute waiver of rights in this Agreement. Unless a waiver is executed in writing, AMO will be entitled to seek any remedy that it may have under this Agreement or under the law.
- 14.4 **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the Province of Ontario.
- 14.5 **Survival.** The Recipient agrees that the following sections and provisions of this Agreement shall extend for seven (7) years beyond the expiration or termination of this Agreement: Sections 5, 6.7, 6.8, 7, 9.4, 9.5, 11.4 and 14.8.
- 14.6 **AMO, Ontario and Recipient independent.** The Recipient will ensure its actions do not establish or will not be deemed to establish a partnership, joint venture, principal-agent relationship or employer-employee relationship in any way or for any purpose whatsoever between Ontario and the Recipient, between AMO and the Recipient, between Ontario and a Third Party or between AMO and a Third Party.
- 14.7 **No Authority to Represent.** The Recipient will ensure that it does not represent itself, including in any agreement with a Third Party, as a partner, employee or agent of Ontario or AMO.
- 14.8 **Debts Due to AMO.** Any amount owed under this Agreement will constitute a debt due to AMO, which the Recipient will reimburse forthwith, on demand, to AMO.
- 14.9 **Priority.** In the event of a conflict, the part of this Agreement that precedes the signature of the Parties will take precedence over the Schedules.

15. SCHEDULES

- 15.1 This Agreement, including:
- Schedule A Municipal Allocation
 - Schedule B Eligible Projects
 - Schedule C Eligible and Ineligible Costs
 - Schedule D Reporting

constitute the entire agreement between the Parties with respect to the subject matter contained in this Agreement and supersedes all prior oral or written representations and agreements.

16. SIGNATURES

IN WITNESS WHEREOF, AMO and the Recipient have respectively executed, sealed and delivered this Agreement on the date set out on the front page.

RECIPIENT'S NAME:

MUNICIPALITY OF SOUTH HURON

Mayor Name

Signature

Clerk Name

Signature

THE ASSOCIATION OF MUNICIPALITIES OF ONTARIO

By Title

Signature

In the presence of:

Witness Title

Signature

**SCHEDULE A
MUNICIPAL ALLOCATION**

RECIPIENT'S NAME: MUNICIPALITY OF SOUTH HURON

ALLOCATION: \$46576.9849

The Recipient acknowledges this is a one time payment for Eligible Projects with Eligible Costs.

SCHEDULE B

ELIGIBLE PROJECTS

Funding is to be directed to Eligible Projects to support revitalization activities within main street areas, as defined through an existing Community Improvement Plan or any other municipal land use planning policy. Funding can be used in one or both of the following categories:

1. **Community Improvement Plan** – construction, renewal, renovation or redevelopment or material enhancement activities that implement priority financial incentives in existing Community Improvement Plans such as:
 - a. Commercial building façade improvements
 - b. Preservation and adaptive reuse of heritage and industrial buildings
 - c. Provision of affordable housing
 - d. Space conversion for residential and commercial uses
 - e. Structural improvements to buildings (e.g. Building Code upgrades)
 - f. Improvement of community energy efficiency
 - g. Accessibility enhancements

2. **Other Municipal Land Use Planning Policy** – construction, renewal or material enhancement activities to fund strategic Municipal Physical Infrastructure and promotional projects such as:
 - a. Signage – wayfinding/directional, and gateway.
 - b. Streetscaping and landscape improvements – lighting, banners, murals, street furniture, interpretive elements, public art, urban forestation, accessibility, telecommunications/broadband equipment, parking, active transportation infrastructure (e.g. bike racks/storage, cycling lanes and paths) and pedestrian walkways/trails.
 - c. Marketing plan implementation – business attraction and promotion activities, special events.

SCHEDULE C

ELIGIBLE AND INELIGIBLE COSTS

1. Eligible Costs include:

- a. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal, renovation or redevelopment or material enhancement activities funded under existing Community Improvement Plan financial incentive programs.
- b. Costs directly and reasonably incurred on or after April 1, 2018 up to and including the Project Completion Date by the Recipient for construction, renewal or material enhancement activities funded under the Municipal Physical Infrastructure category including projects in downtown or main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy that will support the success of small businesses in main street areas.

2. Ineligible Costs include:

- a. Costs incurred prior to Effective Date or after the Project Completion Date;
- b. Any costs associated with providing the Annual and Results Reports to AMO;
- c. Any costs associated with lobbying Ontario, including other Ministries, agencies and organizations of the Government of Ontario;
- d. Costs associated with construction, renewal, renovation or redevelopment or material enhancement of all things in the following categories: highways, short-sea shipping, short-line rail, regional or local airports, and brownfield redevelopment;
- e. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement that do not improve energy efficiency, accessibility, aesthetics or marketability of small businesses within an Recipient's main street areas; or that do not encourage strategic public investments in municipal and other public infrastructure within main street areas that will benefit small businesses; or that otherwise will likely fail to contribute to the success of main street businesses;
- f. Costs of infrastructure construction, renewal, renovation or redevelopment or material enhancement outside of the Recipient's main street areas, as defined through an existing Community Improvement Plan or other municipal land use planning policy;
- g. The cost of leasing of equipment by the Recipient, any overhead costs, including salaries and other employment benefits of any employees of the Recipient, its direct or indirect operating or administrative costs of Recipients, and more specifically its costs related to planning, engineering, architecture, supervision, management and other activities normally carried out by its staff, except in accordance with Eligible Costs above;
- h. Taxes, to which the Recipient is eligible for a tax rebate;
- i. Purchase of land or any interest therein, and related costs; and,
- j. Routine repair and maintenance Municipal Physical Infrastructure.

SCHEDULE D

REPORTING

1. Communication Report

Immediately following the Municipality executing this Agreement the Recipient will provide AMO a Communication Report in an electronic format deemed acceptable to AMO, consisting of the following:

Project Title	Project Description	Eligible Project Category (CIP/ Municipal Physical Infrastructure	Total Project Cost	Estimate of Funds (Main Street) Spent

2. Annual Report

The Recipient will provide to AMO an Annual Report in an electronic format deemed acceptable to AMO, consisting of the following:

- a. Financial Reporting Table: The financial report table will be submitted in accordance with the following template:

Annual Report Financial Table	Annual	Cumulative
	20xx	2018 - 2020
Opening Balance	\$xxx	
Received from AMO	\$xxx	\$xxx
Interest Earned	\$xxx	\$xxx
Received from An Eligible Recipient	\$xxx	\$xxx
Transferred to an Eligible Recipient	(\$xxx)	(\$xxx)
Spent on Eligible Projects (for each Eligible Project category)	(\$xxx)	(\$xxx)
Closing Balance of Unspent Funds	\$xxx	

- b. Project List: The Recipient will provide to AMO a project list submitted in accordance with the following template:

Recipient	Project Title	Project Description	Eligible Project Category	Total Project Cost	Main Street Funds Used	Start & End Date	Completed?
							Yes/No/ Ongoing

3. Project Results.

The Results Report shall outline, in a manner to be provided by AMO, the degree to which investments in each project are supporting progress towards achieving revitalization within main street areas:

- a. Community Improvement Plan Eligible Projects
- Number of small businesses supported;
 - Total value of physical improvements;
 - Total Main Street Funds provided;
 - Total Municipal investment; and,
 - Total private investment.
- b. Municipal Physical Infrastructure Eligible Projects
- Total value of physical improvements;
 - Total Main Street Funds provided; and
 - Total municipal investment.



The Corporation of The Municipality of South Huron

By-Law # 55 -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 June 4, 2018 Public Meeting and 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 4th day of June, 2018

Read a third time and passed this 4th day of June, 2018

Maureen Cole, Mayor

Rebekah Msuya-Collison, Clerk