



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

**Monday, January 21, 2019, 6:00 p.m.
Council Chambers - Olde Town Hall**

Accessibility of Documents:

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Pages

1. Meeting Called To Order

Welcome & O Canada

2. Public Meeting

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

Recommendation:

That South Huron Council approves the Agenda as presented.

4. Disclosure of Pecuniary Interest and the General Nature Thereof

5. Delegations

5.1 South Huron Chamber of Commerce - Partnering for our Future

1

Recommendation:

That South Huron Council receives the delegation from the Chamber of Commerce as presented by Leanne Comeau.

5.2 Ausable Bayfield Conservation Authority - Shoreline Management Plan Review

Shoreline Management Plan

Recommendation:

That South Huron Council receives the delegation from the Ausable Bayfield Conservation Authority as presented by Geoff Cade, Water and Planning Manager.

6. Minutes

6.1	Minutes of the Regular Council Meeting of January 7, 2019	14
	Direction re Delegation: South Huron Community Fund	

6.2	Minutes of Public Meeting of January 7, 2019	27
	Recommendation:	
	That South Huron Council adopts the minutes of the Regular Council and Public Meeting of January 7,2019 as amended.	

6.3	Minutes of the Special Budget Meeting of January 14, 2019	33
	Recommendation:	
	That South Huron Council adopts the minutes of the Special Budget Meeting of January 14, 2019, as amended.	

7. Councillor Board and Committee Reports

7.1	Exeter Business Improvement Area - Draft Minutes of November 13, 2018	109
7.2	South Huron Police Service Board - Minutes of November 20, 2018	116
7.2.1	South Huron Police Services Board Report - November & December 2018	120

7.3 Community Hub Recreation Centre Project Steering Committee - Draft Minutes of January 8, 2019

152

Recommendation:

That South Huron Council accept the recommendation of the Community Hub Recreation Centre Project Steering Committee;

That the committee endorses the results of the October 2018 LeisurePlan International Study identifying an indoor pool, indoor walking track, a fitness conditioning centre, a facility to support group exercises classes, as well as a single ice pad as the core elements of the project description required for the Fundraising Feasibility Study.

Recommendation:

That South Huron Council accept the recommendation of the Community Hub Recreation Centre Project Steering Committee;

That the community recreation facility – excluding the arena – be membership based, and that this adjusted model be incorporated into the fundraising feasibility study to be tested by Campaign Coaches.

Recommendation:

That South Huron Council accept the recommendation that Craig Hebert be invited to return to the committee as a member of the public.

Recommendation:

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

- Exeter Business Improvement Area - Draft Minutes of November 13, 2018
- South Huron Police Services Board - Minutes of November 20, 2019
- Community Hub Recreation Centre Project Steering Committee - Draft Minutes of January 8, 2019

8. Staff Reports

8.1 Planning

8.2 Operations and Infrastructure

- 8.2.1 D. Giberson, Director of Operations and Infrastructure - DWQMD -QMS Policy Statement 156

Recommendation:

That South Huron Council receives the report from Don Giberson, Director of Operations and Infrastructure RE: Commitment and endorsement of the Drinking Water Quality Management System and Quality Management System Policy Statement; and

That South Huron Council confirms their commitment to a Quality Management System for the South Huron Water Distribution System and endorses the Commitment and Endorsement statement as set out in the QMS Operational Plan; and

That South Huron Council authorizes the Mayor, Chief Administrative Officer and Designated QMS Representative to sign the Commitment and Endorsement statement, as set out in the QMS Operational Plan.

- 8.2.2 D. Giberson, Director of Operations and Infrastructure - Ministry of the Environment, Conservation and Parks 2018 Inspection Report South Huron Water Distribution System 160

Recommendation:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Ministry of the Environment, Conservation and Parks 2018 Inspection Report South Huron Water Distribution System.

- 8.2.3 D. Giberson, Director of Operations and Infrastructure - Tender Results Mollard Line Structure 1056 190

Recommendation:

That South Huron Council receive the report from Don Giberson, Director of Operations and Infrastructure RE: Tender Results – Mollard Line Structure #1056 Replacement; and

That South Huron Council accept the tender received from Cope Construction and Contracting Inc. and award a contract for the Mollard Line Structure #1056 Replacement for a total cost of \$ \$417,377.50 plus HST.

- 8.2.4 D. Giberson, Director of Operations and Infrastructure - 2019
Garbage and Recycling Fees

199

Recommendation:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Ministry of the Environment, Conservation and Parks 2018 Inspection Report South Huron Water Distribution System.

Recommendation:

That South Huron Council receive the report from Don Giberson, Director of Operations and Infrastructure RE: Proposed 2019 Waste Management Fees; and

That South Huron Council authorize the Fees and Charges By-law #34-2015 be amended to increase the current 2018 Waste Management curbside waste collection and recycling fees by 3.5% effective January 1, 2019.

8.3 Financial Services

8.4 Administration

- 8.4.1 D.McNab, Chief Building Official - Q4 Quarter Building Activity Report and 2018 Building Activity Report

202

Recommendation:

That South Huron Council receives the report from D. McNab, Chief Building Official re: Quarterly Building Activity Report (Q4) and the Building Activity Report completed to the end of December 2018 for information only.

- 8.4.2 R. Msuya-Collison, Clerk - Accessibility 2019 Plan

208

Recommendation:

That the report of Rebekah Msuya-Collison, Clerk be received; and

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

- 8.4.3 R. Msuya-Collison, Clerk - Animal Control Tribunal Update 211
- Recommendation:**
That South Huron Council receives the report from Rebekah Msuya-Collison, Municipal Clerk re: Animal Control Tribunal Update.
- 8.4.4 R. Msuya-Collison, Clerk - Post Election Accessibility Report 215
- Recommendation:**
That South Huron Council receive the report from R. Msuya-Collison re: Post-Election Accessibility Report.
- 8.4.5 D. Best, Chief Administrative Officer - South Huron - Gaming Host Site 237
- Recommendation:**
That the report of D. Best, Chief Administrative Officer dated January 21, 2019 with respect to the Municipality of South Huron becoming a gaming host site be received; and
- That the Council of the Municipality of South Huron declares its support for a casino gaming facility within the former Stephen Township (Grand Bend); and
- That the casino style gaming facility within the community could include but is not limited to, a wide variety of entertainment options such as sport games, charitable gaming, electronic gaming devices and live table games; live entertainment, restaurants and hotel; and
- That staff be authorized to proceed with discussions with the appropriate governing bodies.

9. Deferred Business

9.1 South Huron Animal Tribunal

Deferred by motion 010-2019 from January 7, 2017 meeting

Recommendation:

That South Huron Council hereby sets the date for a hearing of the South Huron Animal Control Tribunal for February 4, 2019 at 5:00 p.m.

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

12. Communications

12.1	Office of the Fire Marshal and Emergency Management -Notification of Review Letter	239
12.2	MPAC - 2018 Year End Assessment Report	241
12.3	Ontario Energy Board - Gas Rate Increase	252
12.4	Ausable Bayfield Conservation Authority - 2019 Budget and Invitation to an Information Session	253
12.5	Exeter Business Improvement Area - Resignation - James Eddington	254
12.6	Exeter Lions Club - Request Resolution - Municipal Significance	255
12.7	Canada Day Committee - Membership Concerns	256
12.8	City of Hamilton - Resolution - Maintaining the Voters' List for Municipal Elections	258

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. 06-2019 - Actual Costs Carroll Municipal Drain	262
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Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #06-2019, being a by-law to amend by-law #61-2018 to provide for collection of actual costs for construction of the Carroll Municipal Drain 2018.

15.2 By-Law No. 07-2019 - 2019 Annual Accessibility Plan

264

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #07-2019, being a by-law to a by-law to adopt the County of Huron 2019 Annual Accessibility Plan.

16. Confirming By-Law

16.1 By-Law No. 08-2019 – Confirming By-Law

293

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #08-2019, being a by-law to confirm matters addressed at the January 21, 2019, Council meeting.

17. Adjournment**Recommendation:**

That South Huron Council hereby adjourns at _____ p.m., to meet again on January 23, 2019 at 5:00 p.m. or at the Call of the Chair.

PARTNERING for our FUTURE

Promoting Economic Growth, increasing
community prosperity and pride!



THE CHAMBER
SOUTH HURON CHAMBER OF COMMERCE

AGENDA

1. Who Are We
2. What is our request?

THE CHAMBER

SOUTH HURON CHAMBER OF COMMERCE



Who Are We

The South Huron Chamber of Commerce is a vital and growing organization. We serve the interests of the business community by providing services, networking opportunities and advocacy. We are a membership-based organization and rely on membership direction for our activities and support. We are led by a volunteer Board made up of local business owners and professionals

Our Goals

Our mission is “supporting economic development, entrepreneurship and community prosperity by providing information, services and advocacy for our members”.

How We're Funded

We are a non-profit organization funded through membership fees & other fundraising efforts.



THE CHAMBER
SOUTH HURON CHAMBER OF COMMERCE

BIA VS CHAMBER

Similarities:

- *We are business advocates & representatives*
- *We are strong proponents of economic development & tourism*
- *We support the business, social & civic interests of the community*
- *We are collaborative, eager to work with each other and others*
- *Have some members in common*

Differences:

- BIA = downtown core in Exeter; Chamber = all of South Huron and beyond
- BIA supported by tax levy; Chamber is supported by membership fees and fundraising
- BIA is focused on marketing & beautification
- Chamber focused on supporting entrepreneurship by providing business resources, advocacy & networking opportunities

THE CHAMBER

SOUTH HURON CHAMBER OF COMMERCE

Activities in 2018

Networking

- 10+social and open-house events attended by Chamber, BIA, and Council members and other area businesses
- South Huron Business and Community Excellence Awards Gala **
- SHCC Golf Tournament

Workplace Development (attracting workers to fill SH jobs)

- 3rd Annual Job Fair **
- Huron County Jobs Facebook Page
- Coordinated Training sessions (sharing costs)
- Employer identified as most important issue
- RED digital project – videos outlining job opportunities and employers

**partnering with BIA and/or Municipality in some way

THE CHAMBER

SOUTH HURON CHAMBER OF COMMERCE

Activities in 2018 continued

Economic Development

- *Representation on South Huron Ec. Dev. Committee ***
- *Development Initiatives: +/- \$150,000 in 2017-2019*
 - *Food and Beverage Sector project*
 - *Creating digital resources for businesses and community ***
 - *Summer Tourism Coordinator ***
 - *Job Creation Partnership – Workforce Development/Community marketing ***

Advocacy

- *The voice of business*
- *All-candidates meetings*
- *Member of Ontario Chamber of Commerce*


***partnering with BIA and/or Municipality in some way*

WHAT IS OUR REQUEST?



We ask Council to consider the following for the 2019 budget and upcoming Council term

- 1** CONTINUED COMMUNITY
DEVELOPMENT PARTNERSHIP
- 2** COUNCIL LIAISON
- 3** MEMORANDUM OF
UNDERSTANDING
- 4** CONSISTENT COMMITMENT
TO THE CHAMBER MANDATE



ACTIONS

1

CONTINUED COMMUNITY DEVELOPMENT PARTNERSHIP

Regular sessions between Municipality, Exeter BIA and Chamber to set priorities and share updates.

Shared initiatives including promotions, funding proposals, community events and more.

2


COUNCIL LIAISON

3

MEMORANDUM OF UNDERSTANDING

4

CONSISTENT COMMITMENT TO THE MANDATE FOR ECONOMIC DEVELOPMENT.



ACTIONS

ACTIONS

1 CONTINUED COMMUNITY DEVELOPMENT PARTNERSHIP

2 COUNCIL LIAISON

- WE WOULD WELCOME A COUNCIL LIAISON WITH BUSINESS AND ECONOMIC DEVELOPMENT EXPERTISE
 - REGULAR REPORTS FROM MOSH
 - MONTHLY BOARD MEETINGS (-2)
-

3 MEMORANDUM OF UNDERSTANDING

4 CONSISTENT COMMITMENT TO THE MANDATE FOR ECONOMIC DEVELOPMENT

ACTIONS

1

COMMUNITY DEVELOPMENT PARTNERSHIP

2

COUNCIL LIAISON

3

**MEMORANDUM OF
UNDERSTANDING**

OUTLINE OF THE 'WAY OF WORKING
BETWEEN THE MUNICIPALITY AND CHAMBER

4

CONSISTENT COMMITMENT TO THE MANDATE
FOR ECONOMIC DEVELOPMENT

ACTIONS

1 COMMUNITY DEVELOPMENT PARTNERSHIP

2 COUNCIL LIAISON WITH BUSINESS AND
ECONOMIC DEVELOPMENT KNOWLEDGE

3 ECONOMIC DEVELOPMENT
COMMITTEE

4 COMMITMENT TO THE CHAMBER MANDATE FOR ECONOMIC DEVELOPMENT

- *RECOGNITION OF THE SHARED ROLE THAT SHCC PLAYS
IN LOCAL ECONOMIC DEVELOPMENT.*
- *CONSISTENT SUPPORT – A BUDGET LINE RATHER THAN
THROUGH THE COMMUNITY GRANT PROGRAM*
- *ALLOWING THE CHAMBER TO APPLY FOR COMMUNITY
GRANTS FOR SPECIAL PROJECTS*

THE SOUTH
HURON
CHAMBER OF
COMMERCE HAS
AN OPEN-DOOR
POLICY AND
WOULD
WELCOME
COUNCIL
MEMBERS TO ANY
OF OUR
MEETINGS

THANK YOU!

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Corporation of the Municipality of South Huron

Minutes for the Regular Council Meeting

Monday, January 7, 2019, 6:00 p.m.

Council Chambers - Olde Town Hall

Members Present: George Finch, Mayor
Jim Dietrich, Deputy Mayor
Dianne Faubert, Councillor - Ward 1
Marissa Vaughan, Councillor - Ward 1
Aaron Neeb, Councillor - Ward 2
Barb Willard, Councillor - Ward 2
Ted Oke - Councillor - Ward 3

Staff Present: Dan Best, Chief Administrative Officer/Deputy Clerk
Sandy Becker, Director of Financial Services
Rebekah Msuya-Collison, Clerk

Others Present: Sarah Smith, Huron County Planner

1. Meeting Called To Order

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

2. Public Meeting

Motion: 001-2019

Moved: T. Oke

Seconded: D. Faubert

That South Huron Council adjourn at 6:02 p.m. for the purpose of a Public Meeting pursuant to the Planning Act for proposed zoning and Official Plan amendments.

Disposition: Carried

Council reconvened the Regular Council meeting at 6:58 p.m.

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

Item 10.2 - Withdrawal of Notice of Motion

Item 12.10 - Addition of Correspondence

Motion: 002-2019

Moved: T. Oke

Seconded: A. Neeb

That South Huron Council approves the Agenda as amended.

Disposition: Carried

4. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

5. Delegations

5.1 South Huron Community Fund - "All About Community"

Tom Prout presented a background of the South Huron Community Fund and its vision for the future. He gave examples of other successful foundations and outlined some of what these type of funds can do in the long term. He said that the South Huron Community fund would like to work with South Huron Council for the long term benefits of South Huron.

Mayor Finch thanked Mr. Prout for his presentation.

Motion: 003-2019

Moved: A. Neeb

Seconded: J. Dietrich

That South Huron Council receives the delegation from the South Huron Community Fund as presented by Tom Prout.

Disposition: Carried

5.2 Masonic Lodge No. 133 - Exeter OPP Satellite Office

Wayne Bannon, District Worshipful Master of Lebanon Forest Lodge No. 133 spoke to Council of concerns brought forward by the lodge's members of what may happen if the OPP office is no longer located in Exeter. He asked Council to bring pressure to the Province and the OPP to retain the existing site in Exeter.

Motion: 004-2019

Moved: B. Willard

Seconded: D. Faubert

That South Huron Council receives the delegation as presented from the Masonic Lodge No. 133.

Disposition: Carried

6. Minutes

6.1 Minutes of the Regular Council Meeting of December 17, 2018

Councillor Vaughan noted that the comments regarding the 2019 Sewage Board budget found in item 7.8 should be moved to item 7.7.

Motion: 005-2019

Moved: J. Dietrich

Seconded: A. Neeb

That South Huron Council adopts the minutes of the Regular Council Meeting of December 17, 2018, as amended.

Disposition: Carried

6.2 Minutes of the Public Meeting of December 17, 2018

Motion: 006-2019

Moved: T. Oke

Seconded: B. Willard

That South Huron Council adopts the minutes of the Public Meeting of December 17, 2018, as printed and circulated.

Disposition: Carried

7. Councillor Board and Committee Reports

8. Staff Reports

8.1 Planning

8.2 Operations and Infrastructure

8.3 Financial Services

8.3.1 S. Becker, Director of Financial Services - 2019 Community Grants

Council discussed different options to review the community grant applications outlined by Director Becker and CAO Best.

Motion: 007-2019

Moved: T. Oke

Seconded: A. Neeb

That South Huron Council receives the report from S. Becker, Director of Financial Services/Treasurer re: 2019 Community Grants; and

That South Huron Council provide direction for review of the 2019 community grant applications.

Disposition: Carried

8.4 Administration

8.4.1 R.Msuya-Collison, Clerk - Morrissey, Fleming-Morrissey and Regan Municipal Drain Tender

Motion: 008-2019

Moved: B. Willard

Seconded: J. Dietrich

That South Huron Council receive the report from R. Msuya-Collison, Clerk re: the Morrissey, Fleming-Morrissey and Regan Municipal Drain tender; and

That South Huron Council award the tender for construction of the Morrissey, Fleming-Morrissey and Regan Municipal Drain to Cassidy Construction for a tendered price of \$113,163.00, plus non-recoverable HST.

Disposition: Carried

8.4.2 R.Msuya-Collison, Clerk - Animal Control Tribunal

Clerk Msuya-Collison gave a brief background on the Animal Control Tribunal, South Huron Animal Control By-law's Vicious Dog designation and the *Dog Owner's Liability Act*. CAO D. Best presented liability considerations to Council.

Council requested further information on impacts of the removal of the designation, appeal rights for dog owners and options to municipal enforcement.

Motion: 009-2019

Moved: J. Dietrich

Seconded: T. Oke

That South Huron Council hereby sets the date for a hearing of the South Huron Animal Control Tribunal for February 4, 2019 at 5:00 p.m.

Motion: 010-2019

Moved: J. Dietrich

Seconded: T. Oke

That South Huron Council defer the recommendation to set a date for a hearing of the South Huron Animal Control Tribunal to the January 21, 2019 Regular Council meeting.

Disposition: Carried

8.4.3 R.Msuya-Collison, Clerk - Privacy Breach Protocol

Motion: 011-2019

Moved: T. Oke

Seconded: A. Neeb

That South Huron Council receive the report from R. Msuya-Collison, Clerk re: Privacy Breach Protocol.

Disposition: Carried

8.4.4 D. Best, Chief Administrative Officer/Deputy Clerk - Fire Audit Update

Motion: 012-2019

Moved: B. Willard

Seconded: M. Vaughan

That South Huron Council receive the report from D. Best, Chief Administrative Officer re: a Fire Audit Update.

Disposition: Carried

8.4.5 D. Best, Chief Administrative Officer/Deputy Clerk - Stephen Arena Update

Council asked if there was any public risk at this time. CAO Best advised that the integrity of the arena is not compromised and the shed wall has been shored up in accordance with the engineer's report and continues to be monitored. If there is a significant change, options will be brought back to Council.

Motion: 013-2019

Moved: T. Oke

Seconded: M. Vaughan

That South Huron Council receive the memo from D. Best, Chief Administrative Officer dated January 7, 2019 re: Stephen Arena update.

Disposition: Carried

8.4.6 D. Best, Chief Administrative Officer/Deputy Clerk - Cannabis Legalization

Mayor Finch removed himself from the chair at 7.35 p.m. and Deputy Mayor Dietrich assumed the chair.

Mayor Finch spoke in support of South Huron "opting in". He told Council that their decision was not about legalizing Cannabis nor was it about legal Cannabis being allowed in South Huron. He noted that it is here legally and Council's decision should be whether South Huron benefits in the Provincial tax dollars. He noted that if South Huron opts out then this could affect future potential tax revenues for South Huron.

Mayor Finch returned to the chair at 7:38 p.m.

Councillor Oke thanked the BIA and Chamber for their comments and staff for preparation of the survey and getting feedback from the community and business members. Council discussed

the temporary cap of 25 Cannabis Retail Stores and noted that today was the first day for the lottery.

Deputy Mayor Dietrich explained he moved the withdrawn Notice of Motion (item 10.2) at the last meeting as he wanted to move forward with the discussions as the process was under a strict timeline.

Mayor Finch requested a recorded vote.

Motion: 014-2019

Moved: A. Neeb

Seconded: B. Willard

That South Huron Council receive the memo from D. Best, Chief Administrative Officer re: cannabis legalization; and

That Council authorizes recreational cannabis retail stores to be located in the Municipality of South Huron.

Recorded	For	Against	Abstain
G. Finch	X		
J. Dietrich	X		
D. Faubert	X		
M. Vaughan	X		
A. Neeb	X		
B. Willard		X	
T. Oke	X		
Results	6	1	0

Disposition: Carried (6 to 1)

9. Deferred Business

9.1 2019 OGRA Conference: Requests for Municipal Delegations

Mayor Finch and Deputy Mayor Dietrich will be attending the conference. Council directed staff to request delegations for Infrastructure Ontario, OPP and Ministry of Tourism, Recreation and Sport.

CAO Best advised that ROMA delegations have been submitted.

9.2 Next Committee of the Whole meeting: January 14, 2018 6:00 p.m.

Direction to Staff to add Community Grant discussion to Committee of the Whole.

10. Notices of Motion

10.1 Notice of Motion - CAO Performance Review

Motion: 558-2018

Moved: M. Vaughan

Seconded: T. Oke

Whereas it is a requirement that council conduct an annual performance review of South Huron's CAO, Dan Best, and

That this performance review will be the basis for determining the annual compensation of the CAO, and

That Council strike a committee consisting of Councillor Oke, Councillor Vaughan, and Mayor Finch for the purposes of completing this review, and

That the Committee present the results of said review, along with a recommendation for the CAO's annual compensation at a meeting of Council in January, 2019.

Disposition: Carried

10.2 Notice of Motion - Cannabis Retail "Opt Out" – Withdrawn

11. Mayor & Councillor Comments and Announcements

Mayor Finch advised he attended the Exeter Curling club bonspiel and played on the Council sponsored team on Saturday.

Councillor Vaughan noted that Mayor Finch, Councillor Faubert and herself attended the Mount Carmel parade which demonstrated tremendous participation, creativity and community spirit. She attended her first ABCA board meeting in December and noted that past Deputy Mayor Frayne has been

elected to the ABCA foundation. She noted that so far there have not been any public comments received by ABCA for the Shoreline Management Plan.

Mayor Finch advised Council that he received an invitation to tour Bruce Power and would like Council to consider taking the tour.

12. Communications

12.1 Ministry of Environment, Conservation and Parks - Minister's Annual Report on Drinking Water 2018

12.2 2019 AMO Conference Guest Room Booking Details

Motion: 015-2019

Moved: A. Neeb

Seconded: B. Willard

That South Huron Council authorizes the Clerk to complete registrations and hotel bookings for the 2019 AMO AGM and Annual conference for Councillors Oke, Neeb, Faubert, Willard, Vaughan, Deputy Mayor Dietrich and Mayor Finch.

Disposition: Carried

12.3 OPP Business Management Bureau - Exeter OPP-Occupied Facility

12.4 Huron County Multi-year Accessibility Update - 2018

12.5 Exeter BIA - Cannabis Legislation

CAO D. Best noted that the manager of the Exeter BIA, Georgia Athanasiou was in the gallery.

12.6 South Huron Chamber of Commerce - Cannabis Legislation

12.7 South Huron Chamber of Commerce - Grant Request

CAO Best advised that the missed deadline was an oversight by the Chamber and it is a yearly request.

Motion: 016-2018

Moved: T. Oke

Seconded: A. Neeb

That South Huron Council add the South Huron Chamber of Commerce grant request to the 2019 Community Grants review.

Disposition: Carried

12.8 Huron Domestic Assault Review Team - Thank You

12.9 Alzheimer Society - Denim for Dementia

12.10 Tony Verberne - Retail Cannabis

Council directed staff to respond to correspondence.

Motion: 017-2019

Moved: A. Neeb

Seconded: M. Vaughan

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

Disposition: Carried

13. Closed Session

Motion: 018-2019

Moved: J. Dietrich

Seconded: D. Faubert

That South Huron Council proceeds in Closed Session at 7:59 p.m. for the purpose of addressing a proposed or pending acquisition or disposition of land by the municipality or local board [S. 239 (c)] (disposition of lands).

Disposition: Carried

13.1 Minutes of March 19, 2018 Closed Meeting Minutes

13.2 Closed Session

14. Report From Closed Session

Council reconvened in open session at 8:17 p.m.

Mayor Finch reported out that direction has been given to staff regarding a proposed disposition of land by the municipality.

15. By-Laws

- 15.1 By-Law No. 83-2018 - Morrissey, Fleming-Morrissey and Regan Municipal Drain

Motion: 019-2019

Moved: M. Vaughan

Seconded: B. Willard

That South Huron Council gives third and final reading to By-Law #83-2018, being a By-Law to provide for the Morrissey, Fleming-Morrissey and Regan Municipal Drains 2018 in the Municipality of South Huron.

Disposition: Carried

- 15.2 By-Law No. 1-2019 - Borrowing By-Law

Motion: 020-2019

Moved: M. Vaughan

Seconded: T. Oke

That South Huron Council gives first, second, third and final reading to By-Law #1-2019, being a By-Law for Municipal Borrowing of Current Expenditures.

Disposition: Carried

- 15.3 By-Law No. 2-2019 - Borland (Runge) Rezoning By-Law

Motion: 021-2019

Moved: M. Vaughan

Seconded: D. Faubert

That South Huron Council gives first, second, third and final reading to By-Law #2-2019, being a By-Law to amend By-Law #69-2018 the Zoning By-Law for the Municipality of South Huron for lands known as Stephen Concession 2 PT Lot 21 RP 22R5795 Part 1, Stephen Ward, Municipality of South Huron.

Disposition: Carried

- 15.4 By-Law No. 3-2019 - Kints OPA Amendment

CAO Best suggested a first and second reading at this time for both the Official Plan Amendment By-Law and Rezoning By-Law with a report to be brought back to Council.

Motion: 022-2019

Moved: T. Oke

Seconded: J. Dietrich

That South Huron Council gives first and second reading to By-Law #3-2019, being a By-Law of The Municipality of South Huron to amend the South Huron Official Plan.

Disposition: Carried

15.5 By-Law No. 4-2019 - Kints Rezoning By-Law

Motion: 023-2019

Moved: D. Faubert

Seconded: M. Vaughan

That South Huron Council gives first and second reading to By-Law #4-2019, being a By-Law to amend By-Law #69-2018, being the Zoning By-Law for the Municipality of South Huron for lands known as Part Lot 11, Concession 2, Usborne Ward, Municipality of South Huron.

Disposition: Carried

16. Confirming By-Law

16.1 By-Law No. 5-2019 – Confirming By-Law

Motion: 024-2019

Moved: J. Dietrich

Seconded: D. Faubert

That South Huron Council gives first, second, third and final reading to By-Law #5-2019, being a By-Law to confirm matters addressed at the January 7, 2019 Council meeting.

Disposition: Carried

17. Adjournment

Motion: 025-2019

Moved: J. Dietrich

Seconded: T. Oke

That South Huron Council hereby adjourns at 8:20 p.m., to meet again on January 9, 2019 at 6:00 p.m. or at the Call of the Chair.

Disposition: Carried

George Finch, Mayor

Rebekah Msuya-Collison, Clerk



Corporation of the Municipality of South Huron

Minutes-Public Meeting

Monday, January 7, 2019, 6:00 p.m.

Council Chambers - Olde Town Hall

Members Present: George Finch, Mayor
Jim Dietrich, Deputy Mayor
Dianne Faubert, Councillor - Ward 1
Marissa Vaughan, Councillor - Ward 1
Aaron Neeb, Councillor - Ward 2
Barb Willard, Councillor - Ward 2
Ted Oke - Councillor - Ward 3

Staff Present: Dan Best, Chief Administrative Officer/Deputy Clerk
Sandy Becker, Director of Financial Services
Rebekah Msuya-Collison, Clerk

Others Present: Sarah Smith, Huron County Planner

1. Call to Order

Mayor Finch called the Public meeting to order at 6:02 p.m.

2. Disclosure of Pecuniary Interest

None.

3. Purpose of Public Meeting

The Clerk reviewed the purpose of this Public Meeting of the Council of the Corporation of the Municipality of South Huron is to review two applications proposing amendments to By-Law 69-2018, South Huron Comprehensive Zoning By-Law and to consider a proposed Official Plan Amendment. The purpose of this Public Meeting is to allow interested members of the public the opportunity to ask questions or offer comments with regard to the proposed amendments.

She advised that Council will not make a decision on the Zoning By-Laws or Official Plan amendment at this Public Meeting but based on the recommendations and information received at this Public Meeting, these By-Law amendments will be presented for approval at a regular Council meeting.

The Clerk noted that there is a Public Registry located on the table by the door and if any member of the public would like to be notified in writing of the decision on these applications they are to provide their name and mailing address on the registry. A person or public body may appeal the decision if they have made an oral submission at this public meeting or a written submission to Council prior to the passing of the By-laws.

4. Application for Official Plan Amendment OPA #14 and Rezoning D14-14-2018 Kints

4.1 Application

4.1.1 Engineering Report

4.1.2 Planning Justification Report

4.1.3 Analysis of Well Yield Potential

4.2 Sarah Smith, Huron County Planner - Report D14-14-2018

Planner Smith reviewed her report and outlined the reasons for the recommendation that South Huron Council refuse to adopt the Official Plan Amendment and deny the Zoning By-law Amendment application as submitted. These reasons are outlined as follows:

1. Development of a strip of residences in the South Huron prime agricultural area and Recreational designation is not consistent with the Provincial Policy Statement (PPS), and does not conform with the Huron County Official Plan or South Huron Official Plan;
2. Approval of this application would direct development away from Exeter and other South Huron Settlement areas, resulting in less efficient use of significant infrastructural investment made in the Municipality as this development is proposed on individual private services;
3. The request for a Special Policy Area is not warranted and these lands and should be protected for Recreational purposes as they have been designated for in the South Huron Official Plan.
4. There was a previous decision of South Huron Council to prohibit residential strip development in this location.

Motion: PL#001-2019

Moved: T. Oke

Seconded: J. Dietrich

That South Huron Council receives the report from S. Smith, Huron County Planner re: Official Plan Amendment D09-OPA 14 and Zoning By-Law Amendment D14-Z14-2018.

Disposition: Carried

4.3 Written Comments Received

4.3.1 John and Laurel Miner

4.4 Comments-Council; Public in Attendance

Jay McGuffen and Dan McGuffen of Monteith Brown Planning Consultants advised that they have been working with Mr. Kints through the submission process.

Mr. McGuffen outlined that the PPS does not address development on existing lots of record in prime agricultural areas and are not prohibited outright from being developed. He added that South Huron OP (Section 4.4.3) explicitly recognizes such “lots of record” and permits their development for residential purposes. He advised that the OPA application was filed because the applicable policy dealing with existing lots is addressed only for lands designated ‘Agriculture’ and not for lands designated ‘Recreational’. He noted that the distinction between existing lots and the creation of new lots are two separate elements under the PPS and that there is no argument that new lots could not be created.

He advises that he does not agree with the County on municipal servicing issues as the lots will be serviced privately as in other non-serviced areas outside of the settlement areas. He noted that the applicant has undertaken studies to supply water and sanitary which show that all of the lots are capable of sustaining and supporting sanitary waste disposal systems and adequate on-site water supply at no financial cost to municipality.

Mr. McGuffen noted that the applicant requested a special policy area as the property is for profit and not expected to be public space as the lands are specifically used for commercial purposes; the golf course. Mr. McGuffen noted that this special area approach has been used when in other jurisdictions that ‘special policy areas’ are typically applied in ‘site-specific’ instances where the application of existing OP policies would not accurately reflect or convey the intent of the Municipality with respect to the future use of the land, such as where the change in land use is

appropriate given the mix of uses already in a particular area. He added that protection of the lands for recreational purposes made no practical sense to the applicant as he has no intention on expanding the existing golf course to incorporate the subject lands and the applicant has no plans to introduce any additional or new recreational uses to the area. He added that reverting a 4 acre parcel to agricultural use would be impractical and inefficient.

Mr. McGuffen acknowledged the previous Council's decision to deny OPA and ZBA applicants in 2014 and the suggestion that the use of the subject lots constitutes a form of "residential strip development" but he added that this is generally associated with regards to the creation of new residential building lots and not existing.

Mr. McGuffen noted that the process of "checker boarding" was a recognized and approved method for creating lots prior to the requirement for additional approvals under the Planning Act and that part-lot control only applies to lands within a registered plan of subdivision. He added that the subject lands are not part of a plan of subdivision and only the 7 existing lots along Morrison Line remain out of the 39 that were created.

Mr. McGuffen added that the subject lots are designated Recreational and that the Recreational designation has only applied to the subject lands since 2014 and that before this, the lands were designated 'Agriculture' where provisions are made for the development of existing lots of record.

He said that the property is a commercial recreation area and that there are no policies that preclude development of residences in these areas. He noted that the Zoning By-Law building and structures accessory uses allows accessory dwelling units in RC3 zone and sets out regulations that provide for residential dwellings in recreational zoning. He submitted that the Planning Act states that if Zoning By-Law is in force and effect then it is deemed to be consistent with the Official Plan.

Dan McGuffen gave a brief outline of other golf course living projects that he has been involved in.

He noted that the current impacts for MDS should be met as the livestock were removed from the barn across the road in 2014 and the current MDS already includes golf course uses which include restaurants and residences already.

Councillor Vaughan asked whether there has been any consideration on moving the driveways from the municipal road as there is a strip of land to

the west between the proposed residences and golf course for an entrance into the community from the golf course. Mr. McGuffen advised that the applicant had considered that and explored a common element condo corporation model. He noted issues with design and streetscape, possible need for noise barrier, complications, cost and co-ordination for condo corporation model, and the possibility of more difficult sales.

Councillor Oke requested confirmation on the dimensions of the lots.

CAO Best advised that he has been involved in discussions between the applicant's planners and County Planning and does not agree with the recommendation brought forward from Huron County Planning and supports the proposed development. He advised that he has concerns with the current RC3 zone description in the zoning by-law and is looking to seek legal counsel as a creative applicant may argue against the intent. CAO Best proposed a secondary report to go to Council.

5. Application for Rezoning D14-18-2018 Borland

5.1 Application

5.2 Sarah Smith, Huron County Planner - Report D14-18-2018

Motion: PL#002-2019

Moved: A. Neeb

Seconded: D. Faubert

That South Huron Council receives the report from S. Smith, Huron County Planner re: Zoning By-Law Amendment D14-Z18-2018.

Disposition: Carried

5.3 Written Comments Received

None.

5.4 Comments - Council; Public in Attendance

None.

6. Close Public Meeting

Motion: PL#003-2019

Moved: J. Dietrich

Seconded: B. Willard

That South Huron Council now closes this Public Meeting at 6:58 p.m. and reconvenes the Regular Council meeting.

Disposition: Carried

George Finch, Mayor

Rebekah Msuya-Collison, Clerk



Corporation of the Municipality of South Huron
Agenda -Special Meeting

Monday, January 14, 2019, 5:00 p.m.
Olde Town Hall-Carling Room

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

Recommendation:

That South Huron Council approves the Agenda as amended.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

Recommendation:

Motion to recess for 10 minutes

4. Staff Reports

- 4.1 Asset Management Program - Presentation A. Shipway, Manager of Financial Services

1

Recommendation:

That South Huron Council receives the report from A. Shipway, Manager of Financial Services re: 2019 Budget.

- 4.2 2019 Budget Process Overview - Presentation S.Becker, Director Financial Services/Treasurer

13

Recommendation:

That South Huron Council receives the report from S. Becker, Director Financial Services/Treasurer re: 2019 Budget Overview.

- 4.3 2019 Budget Survey Results/Analysis - Presentation A. Shipway,
Manager of Financial Services

38

Recommendation:

**That South Huron Council receives the report from A. Shipway, Manager
of Financial Services re: 2019 Budget.**

5. Delegation

Recommendation:

5 to 8

- 5.1 Water/Sewer Rate Study - Andrew Grunda, Watson & Associates

54

Recommendation:

**That South Huron Council receives the report from Andrew Grunda from
Watson & Associates.**

6. Adjournment

Recommendation:

That South Huron Council hereby adjourns at ____740__ p.m.

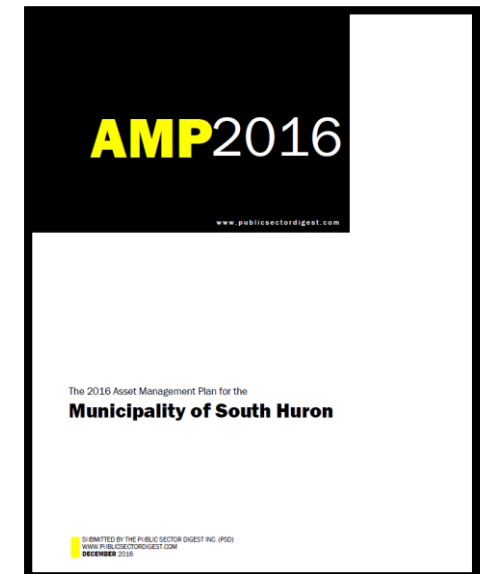
Asset Management

*“Spending the right money, on the right asset/activity,
at the right time”*



Current Asset Management Plan

- Completed in 2016 by Public Sector Digest
- Assumptions:
 - Most assets assessed on an age basis (useful life)
 - Useful life outlined in TCA Policy as an accounting (PSAB) measure
- Not a living document
- Financial analysis based on replacement cost, where available, otherwise historical cost was used
- Satisfied all legislation to date and ensured grant funding continued
- *Conclusion: we plan to sophisticate this and bring it in house, but should be acknowledged when speaking with other Municipalities South Huron has done a great job thus far and is slightly ahead of the curve. Well done!*



O. Reg. 588/17 AM Legislation



July 1, 2019

Strategic
Asset
Management
Policy

July 1, 2021

Asset
Management
Plan – Core
Assets

July 1, 2023

Asset
Management
Plan – All
Municipal
Assets

July 1, 2024

Proposed
Levels of
Services/
Financial
Strategy

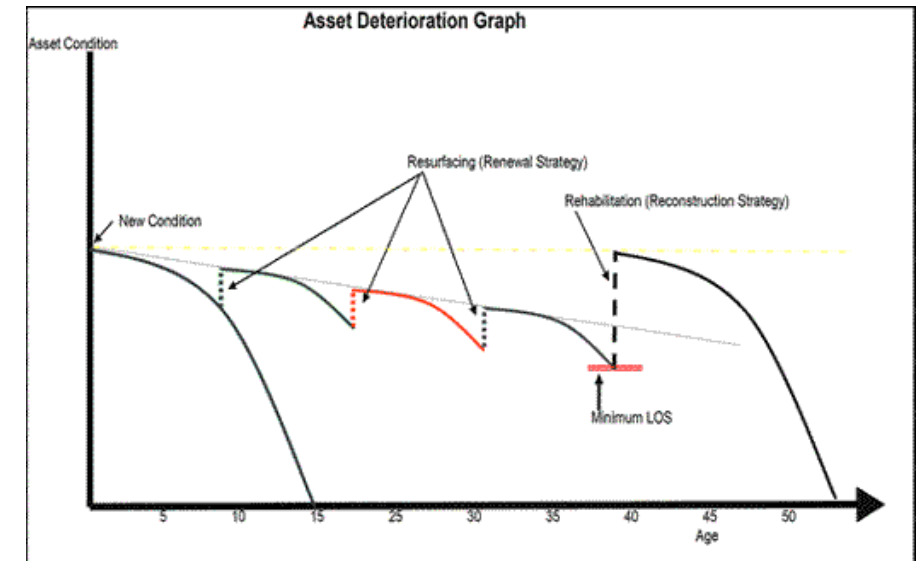
- Asset Management Plans must include
 - Levels of service defined
 - Lifecycle events

- Core Assets
 - Road Network
 - Bridges/Culverts
 - Water
 - Sewer
 - Storm Water



AMP – Lifecycle Events

- Current assumptions are end of life replacement without preventative maintenance activities
- Goals:
 - Define preventative maintenance activities that extend useful lives (full replacement)
 - Maximize useful lives and minimize annualized cost of the asset
 - *Examples: Sealing a bridge deck, Crack sealing, grading, pipe flushing, etc.*
- Levels of Service
 - Definition required to determine the latest point in the asset life preventative maintenance can be performed



Levels of Service (LOS)

- Core Assets – 2021
- All Assets – 2023
- Define levels of service in collaboration with Council
 - Minimum Maintenance Standards for Roads
 - Safe Water Drinking Act, 2002
- Community Levels of Service
 - Qualitative Metrics
- Technical Levels of Service
 - Technical metrics; quantitative
- Scope/Reliability of the service

Asset Category	Community LOS	Technical LOS
Water Assets	Identification of Service Areas (scope)	Response time for water main breaks
Roads	Maps of the road network	Minimum pavement index value acceptable



Priority Metrics

Risk of Failure

- Probability the asset will fail/underperform
- Increases with age and environmental factors of the asset

Consequence of Failure

- Impact on services/residents should the asset fail
- Increases with operational demand/dependency on the asset

- Priority projects will be first assessed on condition data and then by the risk/consequence of failure metrics



2018 Asset Management



- Expanding and modifying asset database to satisfy operations, PSAB reporting, and asset management
- CityWide Asset Manager Database
 - Inventory of Municipal Assets
 - Software can model lifecycle events and apply assumptions like consequence of failure and risk of failure metrics to determine priorities
- **Asset Management Working Group**
 - Established a cross-functional working group to meet regularly to ensure success of the Asset Management Strategy
- FCM Grant \$50,000
 - Staff successfully applied for a grant to assist with condition/data gathering on core assets
 - RFP awarded to GM BluePlan for storm water to ensure complete inventory and interpret underground infrastructure condition analysis
 - RFT for CCTV inspections to go out early 2019 for the data to interpret underground conditions



2019 Asset Management Goals

- Strategic Asset Management Policy (deadline July 1, 2019)
 - Must be Council endorsed
 - Policy will outline objectives and direction of asset management for our Municipality
- Data Gathering/GIS
 - Ensure the database captures all Municipal assets for the core asset categories
 - Linking assets to GIS mapping
 - Replacement Cost data
- Condition Analysis
 - 2019 Proposed Budget includes Road Needs Study and CityWide Works (work orders)
 - CCTV Inspections for linear underground infrastructure
- AMP It Up 2.0 – MFOA (complimentary service for small municipalities)
 - Consulting service to assist staff in preparing an action plan



CityWide Works



- Work order software that fully integrates with existing asset management/GIS software
- Directly linked to our asset database as well as GIS capabilities
- Mobile for front line staff to increase operational efficiency
- **Ability to monitor lifecycle events associated with our assets to have current condition data**
- Audit trail for operations
- Key performance indicator data will be available (ex. # of water main breaks)
- Increased customer service – tracking, response and follow up



Capital Replacement Reserve

- Determine a sustainable level of capital reserves to maintain and sustain our assets
- Previous approach: Amortization values
- Strategy moving forward – phased approach
 - Model lifecycles of the assets beyond age based conditions
 - Annualize the cost of the assets to determine optimal funding
 - Consider current financial constraints and develop a phased plan to reach optimization
 - Start with core assets and expand to all asset classes while maintaining status quo (amortization approach)



Asset Management Goals

- Budgeting Goals
 - Fact based budgeting with the ability for more accurate multi year capital budgets
 - Generate reports and prepare capital budgets with the operating cost of capital
 - Financial Modeling
- Organizational Goals
 - Information to be used and support other plans
 - Long term strategic planning for services, assets and financial
 - BEST Practices
- Updating & Reporting, as per O. Reg. 588/17
 - It is required the asset management plan is reported to Council annually
 - The Asset Management Plan and Strategic Policy are to be reviewed and updated accordingly every 5 years



Thank you!

Asset management is a critical component of Municipal operations, and for good reason. We believe it is...

“Spending the right money, on the right asset/activity, at the right time to maximize useful lives and minimize annualized costs”

The Asset Management Working Group looks forward to working with staff, Council and the public to shift our Municipality to a proactive, sustainable Corporation.



2019 Budget



January 9, 2019 – Budget Process Overview & Direction



Budget Basics

- Section 290 of the Municipal Act
 - *“for each year, a local municipality shall, in the year of the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the municipality”*

- O. Reg 284/09 – Budget Measures-Expenses
 - *“municipality may exclude amortization expenses, post employment expenses and solid waste landfill closure and post closure expenses in preparing their budget, however if municipality choose to do so, the municipality before adopting the budget for the year shall prepare a report about the excluded expenses and adopt the report by resolution”*



Budget Basics

- *What is the difference between Operating versus Capital*

Operating budget:

- Pays for all of the day to day activities of the corporation;
- Examples of operating expenses include; wages, benefits, insurance, supplies, general repairs and maintenance, fuel, utilities, etc

Capital budget:

- Pays for all large investments, replacements or rehabilitation of assets under the municipality's control
- Examples of capital expenditures include; rehabilitation of roads, watermains and sewer mains, new facilities, rolling stock and/or equipment
- Assets are economic resources which incur future economic benefits



Budget Basics

*What is the difference between **Levy** based budget **Special Area Rate** budget and **User fee** budget?*

Levy based budgets are supported mainly by property tax dollars collected on all assessed property and include the following;

Policing, Planning, By-Law Enforcement, Fire, Transportation, Recreation, Economic Development, Conservation Authorities, Library, General Administration, Council, Community Grants, Cemetery, Animal Control

Special Area Rate (SAR) budgets are supported by property tax dollars collected from specific areas. Streetlighting budget is a special area rate budget

User Fee based budgets are supported by user fees and permits and include the following services;

Water, Sewer, Solid Waste and Building



Budget Basics

- *How are municipal services funded?*
 - Property taxes fund approximately 80% of the total levy-based budget requirements
 - User Fees
 - Permits and Licence Fees
 - Grants (OMPF, OCIF, Gas tax, etc)
 - Interest on investments
 - Sales (ie cemetery lots)
 - Donations



Budget Basics

- Ontario Municipal Partnership Funding (OMPF) - offsets operating expenses
 - 2019 funding allocation has not yet been announced
 - 2018 funding was \$1,455,300
- AMO-Gas Tax Funding – utilized for capital funding
 - 2019 funding allocation is \$306,274
- Ontario Community Infrastructure Fund(OCIF) Formula based funding – utilized for capital funding
 - 2019 funding allocation is \$673,392



Budget Basics

Assessment

Assessment Cycle – 2017 – 2020

- 2016 was a reassessment year based on a valuation date of January 1, 2016
- Market increase is phased in equally over 4 years

2019 Assessment

- 2019 Phase-in assessment change is projected at 8.2%
 - which equates to \$486,182 in taxation revenue (without any tax rate increase)
- 2019 Growth assessment change is projected at 0.8%
 - which equates to \$66,916 in taxation revenue



Budget Basics

Tax Rate vs tax levy

Tax Rate

- Assessment Value * tax rate = \$Taxes payable

There are 3 tax rates on tax bill;

- Municipal tax rate
- County Tax Rate
- Education Tax Rate

Example:

1.0% tax rate; \$260,000 assessment

\$2,600 in taxes levied

Tax Levy

- Total \$ expected to be collected by the Municipality
- Increases proportionately with changes in assessment values and growth (new assessment)

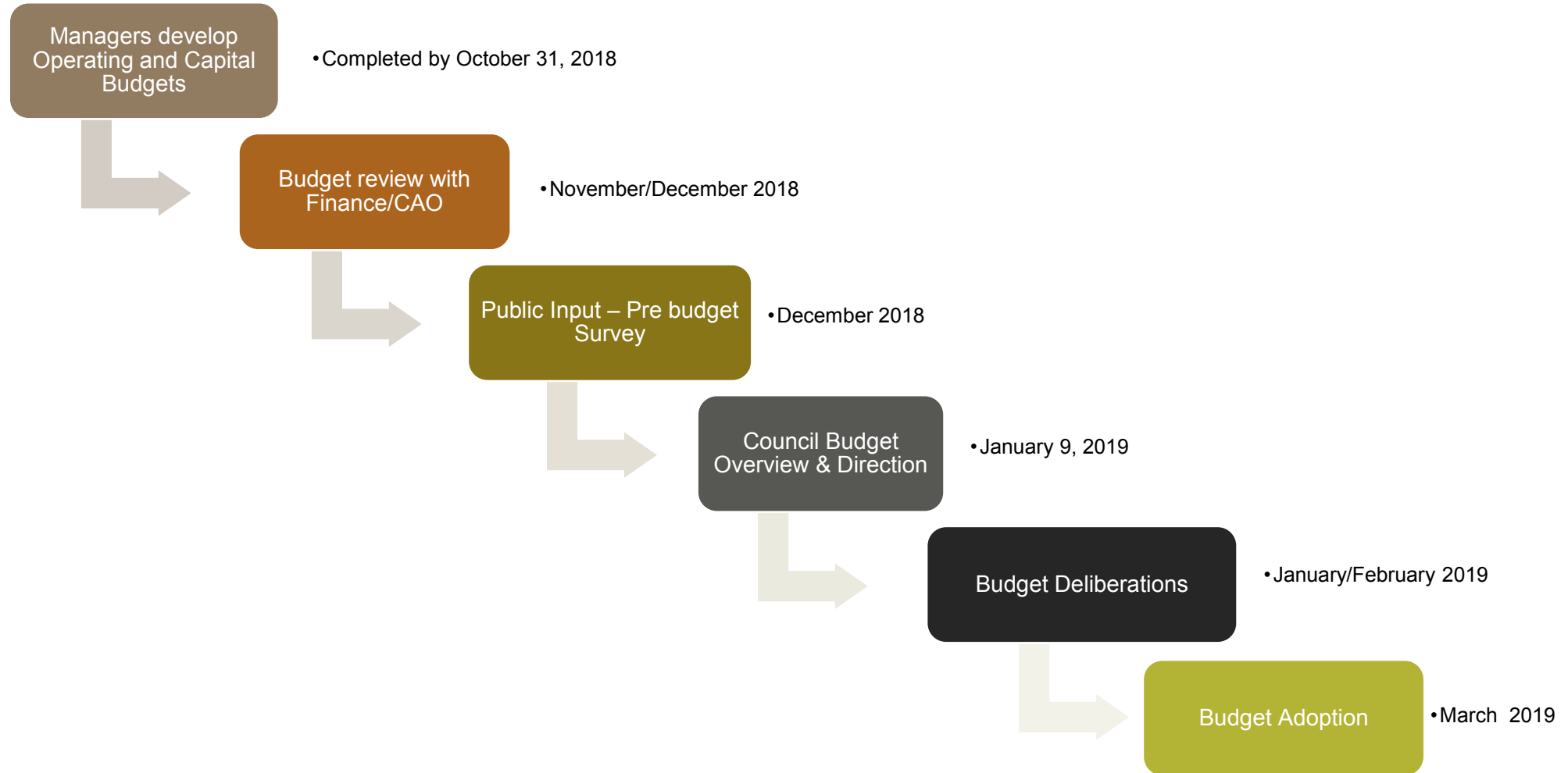
Note:

With the tax rate held constant (0% tax *rate* increase) tax levy will increase as a result of assessment growth as per MPAC¹

¹ Municipal Property Assessment Corporation



Building the Budget



2019 Budget Strategy

- In order to maintain current levels of service it is assumed the base budget less any one-time projects from 2018 is the starting point for building the 2019 budget. This includes regular items like wages, benefits, utilities, supplies, contracted services, debt payments, etc.
- Utilities and insurance are estimated with an CPI increase of 2%
- Wages are estimated with a 2.2% COLA (per Pay Admin policy Ontario CPI for September each year)
- Capital replacement reserve was maintained at current level. A new contribution strategy will be developed as part of the asset management plan.
- All other operating changes were identified by a change request



2019 Operating budget process



2018 Base Budget = Approved 2018 operating budget less any one-time projects, such as election expenses, website costs, etc.

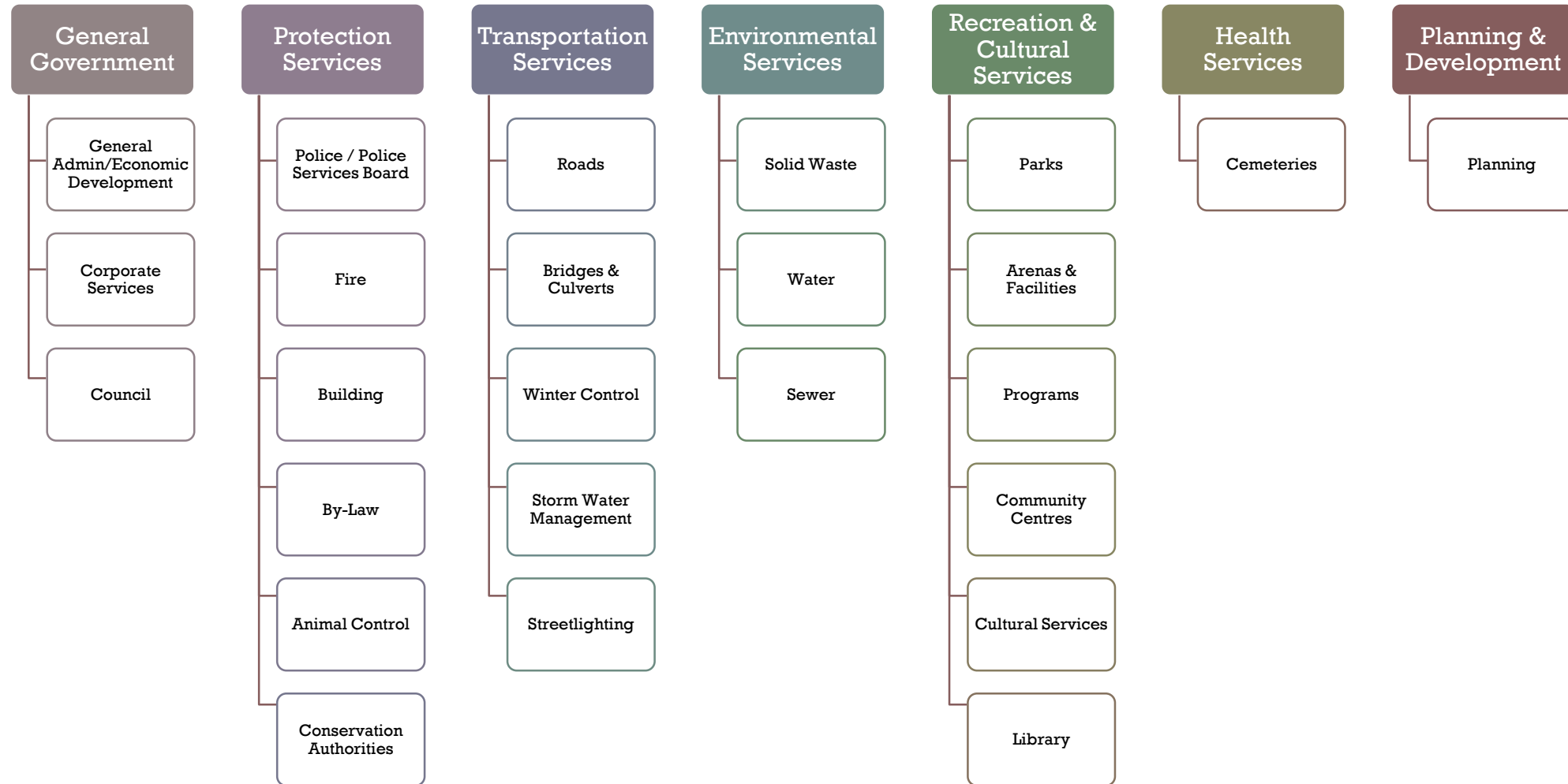
Change Requests include

- Annualization (CPI changes, contractual changes, etc)
- Legislated Initiatives (as result of legislation such as Asset Management Legislation)
- One Time Special Initiatives (special projects for this budget year, such as Development Charges study)
- Changes in Levels of Service (initiatives that increase/decrease the levels of service)



2019 Budget Reporting Divisions

(based on Ministry reporting requirements)



Unknowns

- Ontario Municipal Partnership Funding (OMPF)
 - 2019 Allocation unknown
 - Minister of Finance is conducting a detailed review of this transfer payment
 - Correspondence indicates Ministry is operating with a smaller funding envelope, however focus of review to support the Northern and rural municipalities that need it most
- Upper Thames Conservation – have not received 2019 budget



Budget Pressures

- Aging infrastructure and equipment
- Cost of living
- Policing costs
- Health & Safety Regulations
- Asset Management Regulations
- Minimum Maintenance Standards
- Increased fuel and vehicle maintenance costs



Reserves & Reserve Funds

- **Reserves** are an appropriation from net revenues at the discretion of Council
 - they have no reference to any specific asset and does not require the physical segregation of money
 - Any interest earned are reported as part of the general fund revenue
- **Reserve Funds** are established by Council an/or when a statute requires revenue received for a special purpose be segregated from the general revenues
 - e.g. Development Charges Revenues
- Reserve and Reserve Fund Policy and Procedure adopted by Council
 - Contains a schedule of purpose of the reserve and recommended reserve levels



Reserves & Reserve Funds

- Maintaining sufficient balances in reserves and reserve funds is a critical component of a municipality's long term financial plan;
 - Strengthens its long term financial sustainability
 - Helps to minimize fluctuations in the tax rate
 - Provides funding to sustain infrastructure
- Based on our level of debt it is important to continue to maintain a consistent commitment to reserves in order to have sufficient revenues for future capital needs



Reserves

RESERVES	ACCOUNT NUMBER	BALANCE DEC.31,2016	Transfers In			Transfers Out		BALANCE DEC.31,2017	2018 Estimate	
			Contributed from	Interest	Contr from	Transfer to	Transfer to		Estimated Amounts Committed to	ESTIMATED BALANCE
			General	Earned	Capital	General	Capital		Projects(Contribution)	Dec 31, 2018
WORKING FUND RESERVE	0000-33-0000	(1,716,749.65)	(473,607.00)		(482,979.67)		118,724.04	(2,554,612.28)	652,732.67	(1,901,879.61)
BENEFITS CONTINGENCY RESERVE	0000-33-0100	(115,397.84)						(115,397.84)		(115,397.84)
INSURANCE CLAIMS CONTINGENCY RESERVE	0120-33-0700	(5,939.50)						(5,939.50)		(5,939.50)
GRANT RESERVES (UNUSED \$)	0000-33-0500	-						-		-
GREEN INITIATIVES (Energy MgmtPlan)	0000-33-0300	(9,175.86)						(9,175.86)		(9,175.86)
ELECTION RESERVES	0120-33-0001	(14,000.00)	(7,000.00)					(21,000.00)		(21,000.00)
COMMUNITY IMPROVEMENT-INCENTIVE PROGRAM	0120-33-0002	(35,000.00)	(35,000.00)					(70,000.00)		(70,000.00)
OPP CONTRACT STABILIZATION RESERVE	0290-33-0000	(422,247.00)				53,641.00		(368,606.00)		(368,606.00)
WINTER CONTROL STABILIZATION RESERVE	0320-33-0000	(58,451.00)	(56,087.00)					(114,538.00)		(114,538.00)
SHRC RODEO	0720-33-0000	(53,889.26)	(9,787.00)					(63,676.26)		(63,676.26)
SH EARLY CHILDHOOD LC	0630-33-0000	(9,915.75)						(9,915.75)		(9,915.75)
TELEPHONE RESERVE (Dept Specific Reserve)	0120-33-0400	-						-		-
HURON PARK FIRE (Dept Specific Reserve)	0221-33-3700	(7,681.00)						(7,681.00)		(7,681.00)
ROADS RESERVE (Dept Specific Reserve)	0310-33-0000	(82,332.00)					25,000.00	(57,332.00)		(57,332.00)
TREE REPLACEMENT RESERVE	0310-33-0000-0022	-	(10,000.00)					(10,000.00)		(10,000.00)
STREETLIGHT RESERVE (Dept Specific Reserve)	0340-33-0000	(273,639.07)	(8,542.23)			46,193.35	82,438.32	(153,549.63)		(153,549.63)
EXETER POOL (Dept Specific Reserve)	0739-33-0000	(93,000.00)					6,735.80	(86,264.20)	75,000.00	(11,264.20)
MACNAUGHTON PARK WASHROOMS	0739-33-0000-0001	(10,000.00)	(10,000.00)		(15,000.00)			(35,000.00)	35,000.00	-
SOUTH HURON WATER (Dept Specific Reserve)	0430-33-0000	-	(2,857,520.94)					(2,857,520.94)		(2,857,520.94)
STEPHEN WATER (Dept Specific Reserve)	0432-33-2300	(110,092.79)						(110,092.79)		(110,092.79)
GRAND BEND SEWERS (Dept Specific Reserve)	0412-33-0000	-						-		-
EXETER SANITARY SEWERS (Dept Specific Reserve)	0410-33-0000	-						-		-
SOLID WASTE (Dept Specific Reserve)	0450-33-0000	(418,843.04)				69,800.15	196,337.07	(152,705.82)		(152,705.82)
TOTAL		(3,436,353.76)	(3,467,544.17)	-	(497,979.67)	169,634.50	429,235.23	(6,803,007.87)	762,732.67	(6,040,275.20)



Reserves & Reserve Funds

Capital replacement reserves strategy

- Present Strategy was adopted in 2008
 - 10 year phase-in strategy for contributions to the capital replacement reserves
 - Annual contribution dependent on budget pressures, with a minimum contribution equal to previous year
 - Contribution based on amortization values
 - 25% of amount contributed can be used for current year capital asset replacement
- Strategy moving forward – phased approach
 - Model lifecycles of the assets beyond age based conditions
 - Annualize the cost of the assets to determine optimal funding
 - Consider current financial constraints and develop a phased plan to reach optimization
 - Start with core assets and expand to all asset classes while maintaining status quo (amortization approach)



Reserves & Reserve Funds

Capital Replacement Reserves

CAPITAL REPLACEMENT RESERVE-USER FEE PRGS	****-33-0000-9000	(7,123,754.97)	Transfers In			Transfers Out		(7,823,688.39)		
Sew ers Capital Replacement Reserve	0410-33-0000-9000	(2,237,608.23)	(468,584.16)			588,042.78		(2,118,149.61)	1,749,338.00	(368,811.61)
GB Sew ers Capital Replacement Reserve	0412-33-0000-9000	(227,061.00)	-					(227,061.00)	227,061.00	-
Water Capital Replacement Reserve	0430-33-0000-9000	(4,495,167.08)	(800,000.04)					(5,295,167.12)	1,018,533.00	(4,276,634.12)
Landfill Capital Replacement Reserve	0450-33-0000-9000	(163,918.66)	(19,392.00)					(183,310.66)	(19,300.00)	(202,610.66)
CAPITAL REPLACEMENT RESERVE-LEVY PRGS	****-33-0000-9000	(3,022,111.74)						(3,604,722.04)		
General Admin Capital Replacement Res	0120-33-0000-9000	(143,666.97)	(44,286.60)					(187,953.57)	(52,313.00)	(240,266.57)
Fire Capital Replacement Reserve	0220-33-0000-9000	(541,641.25)	(169,685.52)					(711,326.77)	(129,181.00)	(840,507.77)
Building/Dev Capital Replacement Reserve	0240-33-0000-9000	(18,282.61)	(3,230.04)					(21,512.65)	(3,279.00)	(24,791.65)
Bridges/Culverts Replacement Reserve	0310-33-0000-0010	(265,000.00)	-					(265,000.00)		(265,000.00)
Transportation Capital Replacement Reserve	0310-33-0000-9000	(1,790,615.89)	(787,552.45)			522,666.77		(2,055,501.57)	204,298.00	(1,851,203.57)
Streetlighting Capital Replacement Reserve	0340-33-0000-9000	(17,647.67)	(23,118.96)					(40,766.63)	(22,160.00)	(62,926.63)
Cemetery Capital Replacement Reserve	0550-33-0000-9000	(65,831.00)	(6,579.72)					(72,410.72)	(10,179.00)	(82,589.72)
Recreation Capital Replacement Reserve	0730-33-0000-9000	(179,426.35)	(104,204.28)			33,380.50		(250,250.13)		(250,250.13)
TOTAL RESERVES	TOTAL	(13,582,220.47)	(5,894,177.94)	-	(497,979.67)	169,634.50	1,573,325.28	(18,231,418.30)	3,725,550.67	(14,505,867.63)



Reserve Funds

			Transfers In			Transfers Out				
	ACCOUNT	BALANCE	Contributed from	Interest	Contr from	Transfer to	Transfer to	BALANCE	Estimated Amounts Committed to	BALANCE
<u>DISCRETIONARY RESERVE FUNDS</u>	NUMBER	DEC.31,2016	General	Earned	Capital	General	Capital	DEC.31,2017	Projects(Contribution)	
DASHWOOD CDF	0991-33-0000	(79,012.54)		(842.98)				(79,855.52)		(79,855.52)
WEBBER PIT RESERVES	0131-33-0000	(33,086.92)		(353.00)				(33,439.92)		(33,439.92)
EXETER-CEMETERY EXPANSION	0550-33-4440	(474.90)		(5.99)				(480.89)		(480.89)
EXETER-CEMETERY COLUMBARIUM	0550-43-440	(18,243.39)	(7,102.88)	(193.72)				(25,539.99)		(25,539.99)
LANDFILL PERPETUAL CARE FUND	0450-43-0000	(313,438.80)	(87,347.36)	(3,344.04)				(404,130.20)		(404,130.20)
AMENITY FEE-COMMUNITY FUNDING (Turbines)	0120-43-0000-0150	(293,295.80)	(332,003.45)	(3,129.14)		20,241.90		(608,186.49)	288,696.50	(319,489.99)
SHRC - RESERVE FUND DRESSING ROOM PROJECT	0730-43-0000	(25,455.78)		(271.58)				(25,727.36)		(25,727.36)
BLDG CODE-REVENUE STABILIZATION RESERVE FUND	0240-43-0000	(500,089.48)	(43,241.55)	(5,335.40)				(548,666.43)		(548,666.43)
BLDG CODE-LEGAL/INSURANCE RESERVE FUND	0240-43-0100	(300,053.69)	(25,944.93)	(3,201.24)				(329,199.86)		(329,199.86)
BLDG CODE-CAPITAL RESERVE FUND	0240-43-9000	(200,035.76)	(17,296.62)	(2,134.16)				(219,466.54)		(219,466.54)
RESERVE FUNDS - Sub Total	Sub-Total	(1,763,187.06)						(2,274,693.20)		(1,985,996.70)
KIRKTON WOODHAM POOL	0738-43-0000	-						-		-
EXETER CDF	0990-43-0000	(316,384.92)	(42,925.52)	(3,375.47)			22,713.41	(339,972.50)	207,074.48	(132,898.02)
TOTAL DISCRETIONARY RESERVE FUNDS		(2,079,571.98)	(555,862.31)	(22,186.72)		20,241.90	22,713.41	(2,614,665.70)	495,770.98	(2,118,894.72)
<u>OBLIGATORY RESERVE FUNDS-DEFERRED REVENUE</u>										
			Transfers In			Transfers Out				
DEVELOPMENT CHARGES-Other Services	0810-43-0100	(8,181.42)	(4,416.00)	(87.29)				(12,684.71)		(12,684.71)
DEVELOPMENT CHARGES - Fire	0810-43-0220	(7,571.92)	(8,578.00)	(80.78)				(16,230.70)		(16,230.70)
DEVELOPMENT CHARGES-Transportation	0810-43-0310	(132,064.76)	(39,330.00)	(1,408.98)				(172,803.74)		(172,803.74)
DEVELOPMENT CHARGES-Sewers System	0810-43-0410	(262,800.13)	(10,013.00)	(2,803.78)				(275,616.91)		(275,616.91)
DEVELOPMENT CHARGES-Water System	0810-43-0430	(805.90)	(31,752.00)	(8.60)		11,893.00		(20,673.50)		(20,673.50)
DEVELOPMENT CHARGES-Parks & Recreation	0810-43-0730	(51,550.54)	(29,976.00)	(549.99)				(82,076.53)		(82,076.53)
TOTAL DEVELOPMENT CHARGES	Sub Total	(462,974.67)	(124,065.00)	(4,939.42)	-	11,893.00	-	(580,086.09)		(580,086.09)
PARKLAND RESERVES	0002-53-7200	(67,961.69)	(4,500.00)	(725.08)				(73,186.77)	64,000.00	(9,186.77)
FEDERAL GAS TAX REVENUE	0120-43-0000	0.12						0.12		0.12
OCIF Funding	0120-43-0000-0001	-		(1,759.42)	(74,459.56)			(76,218.98)		(76,218.98)
TOTAL OBLIGATORY RESERVES FUNDS & DEFERRED REVENUE		(530,936.24)	(128,565.00)	(7,423.92)	(74,459.56)	11,893.00	-	(729,491.72)	64,000.00	(665,491.72)



Debt

- How much debt is too much?
 - Ministry of Municipal Affairs and Housing offers guidance in the form of a 25 percent Annual Repayment Limit (ARL) for municipalities as outlined in O. Reg 403/02
 - Means when municipality wants to borrow it is limited to no more than 25 percent of its own source revenue (taxation, user fees/charges, investment income, etc)
 - Debt cannot extend beyond the lifetime of the capital work for which the debt was incurred and cannot exceed 40 years.



Debt

Current Position

- Total Outstanding Debt as of December 31, 2017 = \$22,309,438
- Total Debt Servicing as of December 31, 2017 = \$ 1,859,048

- Provincial Maximum is 25%
- South Huron's Annual Debt Repayment limit is 11.9%
 - This is considered high by provincial indicators



Debt

Debt Allocation by Asset Category (as of December 31, 2017)

Water	= \$11,165,108
Sewer	= \$10,386,849
Recreation	= \$ 757,481
Total	= <u>\$22,309,438</u>

New Debt Commitments

Exeter & District Swimming Pool - \$864,000 (per 2018 budget document)



Where we are

2019 Proposed Budgets

- \$9.2M Capital Projects (Levy & User)
- \$18.5M Operating Costs (Levy & User)

Estimated tax impact based on 2019 estimates to date	Increase \$ (Decrease)\$	Increase \$ (Decrease)\$
Based on a 11.58% Levy Increase	Rural	Urban
Annual Increase on \$100,000 residential Assessment	\$ 25.53	\$ 32.52
Annual Increase on home assessed at \$265,000 (SH Average)	\$ 67.65	\$ 86.17
Tax Rate Increase	4.5%	4.9%

2018 Tax Impact	Increase \$ (Decrease)\$	Increase \$ (Decrease)\$
Based on a 6.70% Levy Increase	Rural	Urban
Annual Increase on \$100,000 Residential assessment	\$ 0.91	\$ 5.60
Annual Increase on home assessed at \$233,505 (SH average)	\$ 2.13	\$ 13.07
Tax Rate Increase	0.16%	0.84%



Council Input/Questions



2019 Budget Survey Results/Analysis

December 2018 staff released a 2019 budget survey to get feedback from the Community. In the past, public open houses have not yielded the results or attendance resulting in a change in strategy.

Online, anonymous feedback has proven successful with 152 responses coming in. There we a multitude of questions that will assist staff operationally, directionally and with preparation of the annual Municipal budget.

Please see [Appendix A](#) for the complete survey questions.

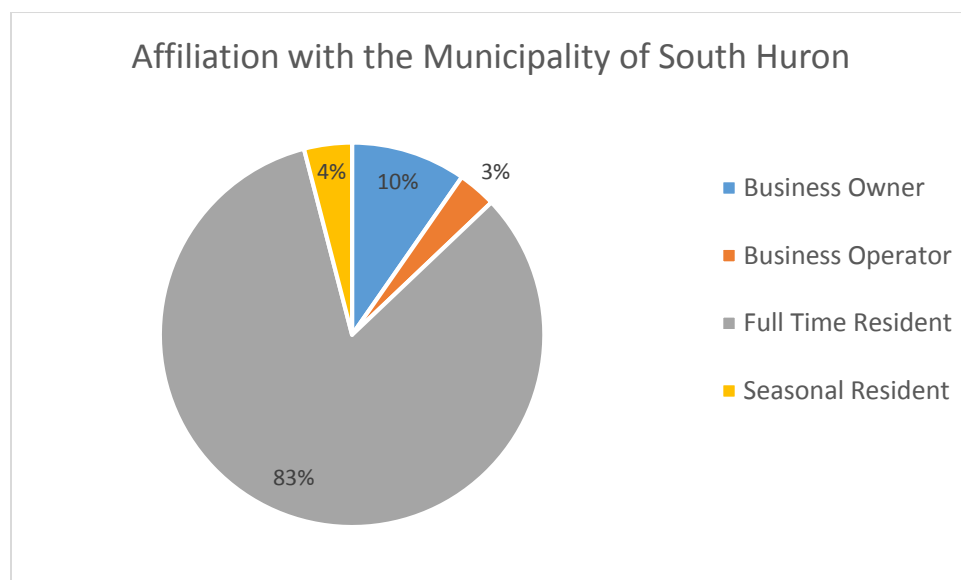
Data Disclaimer:

These data were collected using an open community survey hosted on the municipality's website and promoted using South Huron social media properties. This is a quick, inexpensive method for capturing community input to inform Council's decision; however, these results should only be considered as a summary of participant responses (i.e., descriptive statistics). No inferences can be made about how accurately survey results reflect the overall community sentiment without a random sampling method. Random sample (i.e., scientific) surveys are expensive, take more time to complete and are typically only conducted for large-scale capital projects.

Demographic Information

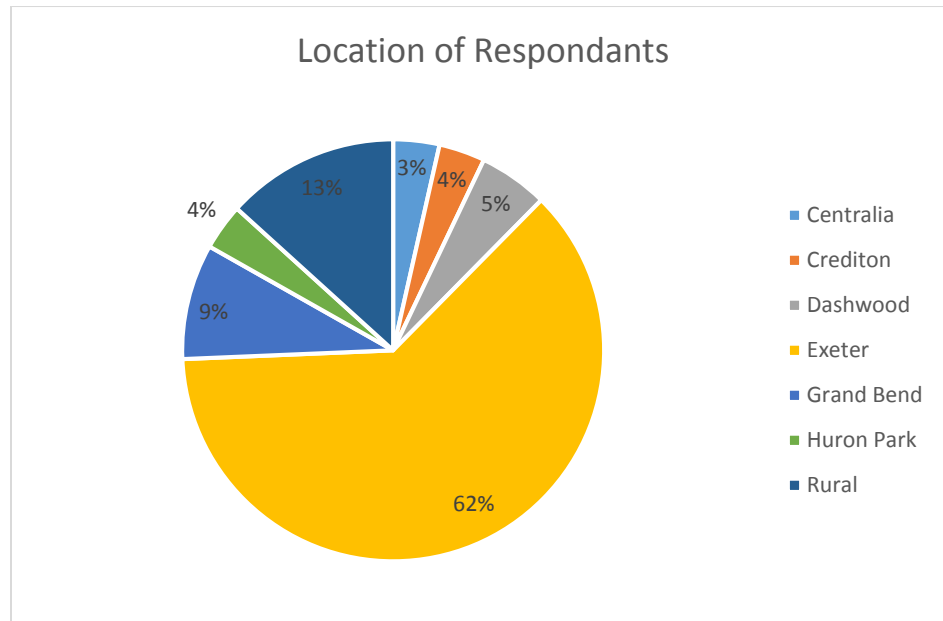
What is your affiliation with the Municipality of South Huron?

Respondents were able to pick more than one type of affiliation which has been reflected in the results. The largest representative group were full-time residents, which is to be expected.



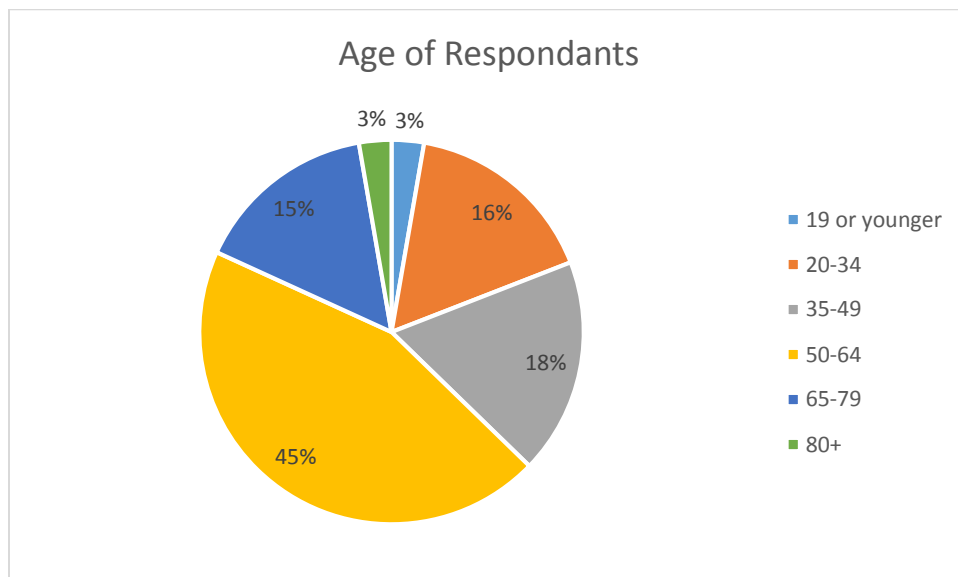
Where do you live in South Huron?

The most responses to the budget survey came from Exeter.



Please indicate your age range

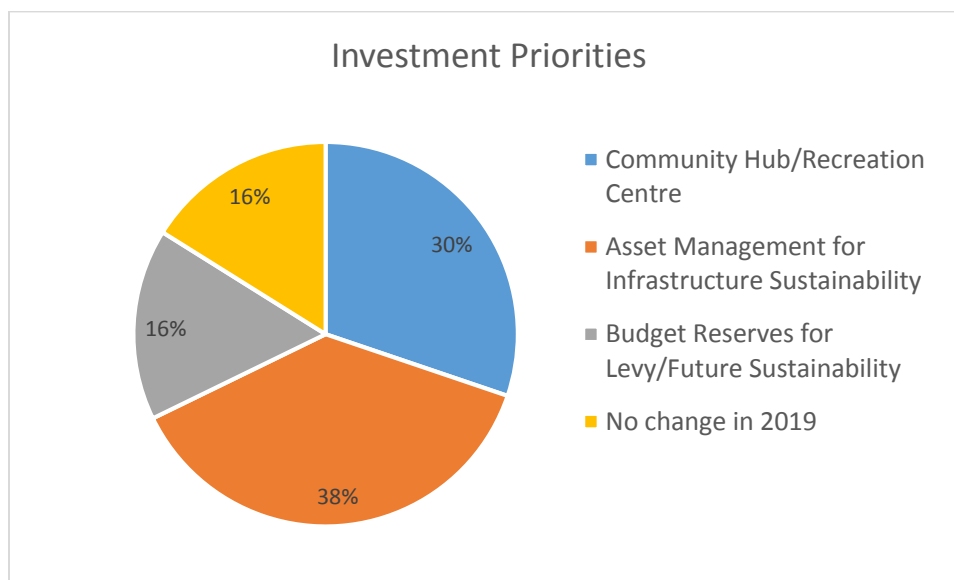
The age group with the most responses was the 50-64 year old category, however there is representation from the 20-49 groups as well as the 65-79. This showed a reasonable spread.



2019 Budget Directions (and beyond)

Where would you like to see investment in the 2019 budget?

Respondents were able to choose more than one option to reflect multiple priorities. This has been reflected in the % breakdown. The priorities seem to lie within the realm of asset management showing the demand for pre-planning and evidence based budgeting.

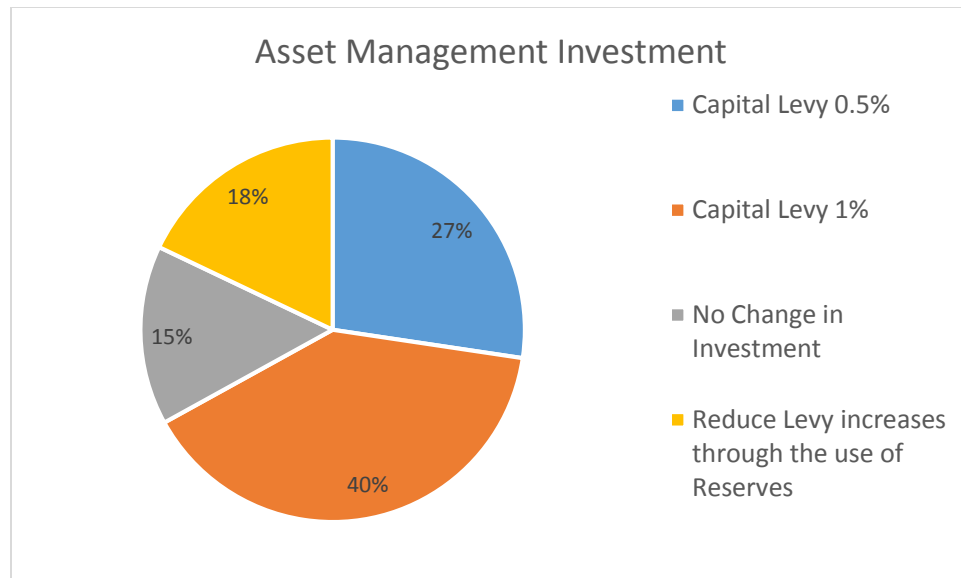


The Municipality is developing an asset management strategy to repair or replace our ageing core infrastructure. Which approach would you prefer?

This question was designed to assess the understanding and willingness/ability to engage in the strategies listed. It is a great question to serve the 2019 budget, but also operations and asset management planning which is going to be a great tool for the Municipality.

Ageing infrastructure is a problem in all Municipalities resulting in a backlog of major capital maintenance or asset replacements. The backlog requires a strategic, long-term financial strategy.

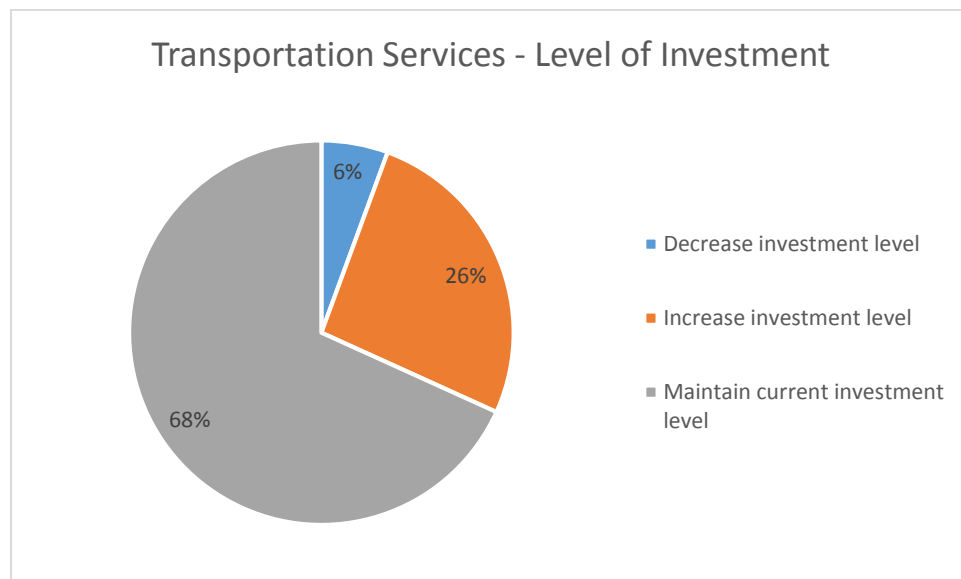
The following graph demonstrates there is value in the community to dedicated infrastructure (capital) funding. This is imperative for future direction and ensuring a proactive, efficient and economical approach to our asset that are used daily to provide the services.



Transportation Services

What would you like to see in 2019?

Respondents were given a choice between decreasing, increasing or maintaining the current level of investment. This is used to assess the appetite or willingness to pay for services. The result was to maintain the current investment level which, beyond typical changes in input prices, interest, contracts, etc., means efficiencies will need to be achieved in order to meet minimum maintenance standards.



Feedback from the budget survey:

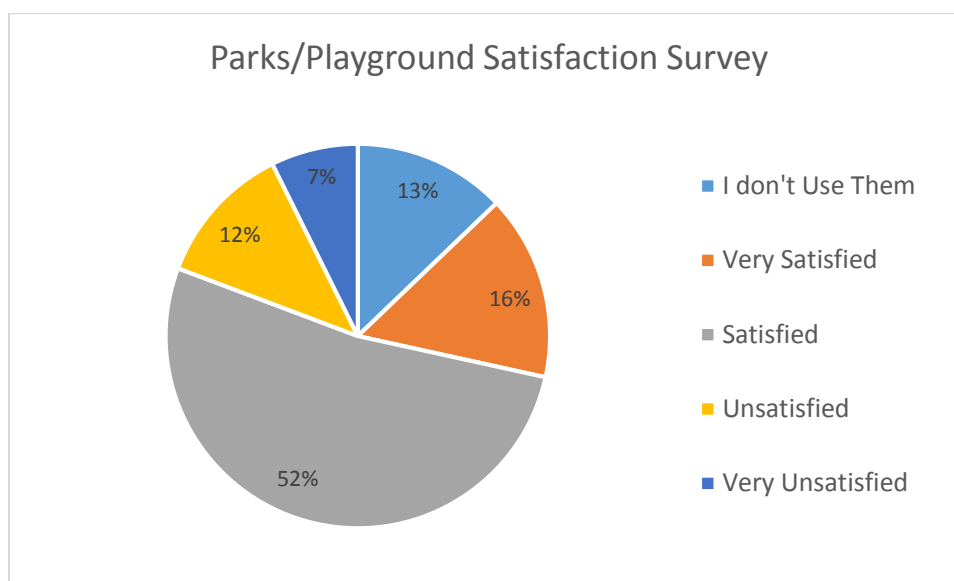
- Preventative maintenance to avoid future expensive, reactive investment requirements (ex. Mollard Line)

- Accessible parking spots in the downtown core
- Improve sidewalks in the smaller communities in South Huron
- Establish healthy reserves to ensure sustainability of our roads infrastructure
- Public transportation
- Invest in quality infrastructure as they are critical assets
- Pave gravel roads (plan)
- Meet minimum maintenance standards, specifically for sidewalks
- Asset Management Planning for Roads to ensure efficiency in spending
- Consider the impact of development North of Exeter
- Policy/Planning for storm water management

Recreation & Cultural Services

Considering our parks, playgrounds and their maintenance, how satisfied are you with these services?

It appears most residents are satisfied with the services offered by the parks and playgrounds. Some of the comments/suggestions have been included as feedback to provide context to this data.



Feedback and suggestions for the parks/playgrounds in the Municipality of South Huron:

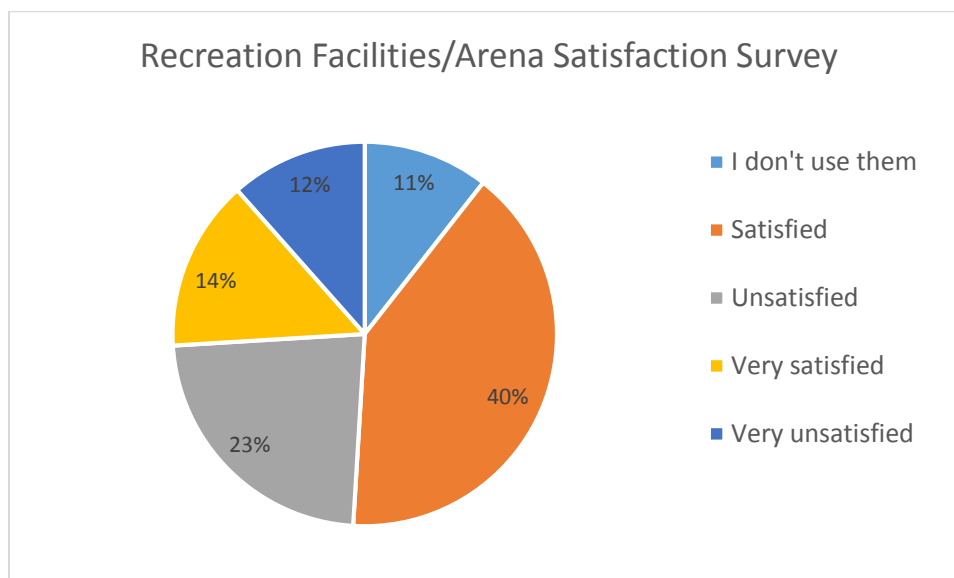
- Revamp the overnight campground in Exeter
- Multipurpose facility beyond ice rink usage; Example: gymnasium that could be used for other sports/programs
- Swing for accessibility at the parks (wheelchair accessibility)
- Waive the entrance fee at Port Blake for South Huron residents
- Increase involvement of the Community Groups in the parks (example: Lioness/Lions Club Park commitments)

- Increase the maintenance/service level of the ball diamonds throughout the Municipality (Centralia specifically mentioned)
- Dog Park in Exeter
- Walking Track indoors
- Update/maintain the arena(s)
- BBQ in McNaughton Park replaced with fully working units
- McNaughton Park parking lot – paved
- Significant lack of programs in South Huron
- Victoria Park Wading pool hours – suggestion was to survey young families to determine higher demand hours
- Victoria Park – barrier between the park facilities and traffic (ex. Hedge line, fencing, etc.) since this park is geared for toddlers
- Investment in a more permanent version of the farmer's market
- More programming geared towards seniors
- YMCA programming mentioned numerous times
- Too many parks (costly maintenance, underserved, etc.)
- Received positive feedback on McNaughton trail

It is important to note that the aforementioned suggestions include constructive criticism and legitimate suggestions. There were many comments on the Community Hub under the parks section that will be saved for the arenas/facilities section.

How do you feel about the recreation facilities and arenas in South Huron?

It appears most residents are satisfied with the services offered by the recreation facilities and arenas. Some of the comments/suggestions have been included as feedback to provide context to this data.



Feedback and suggestions for the parks/playgrounds in the Municipality of South Huron:

- Updates to the South Huron Recreation Centre in Exeter

- Dressing room updates and accommodations at the South Huron Recreation Centre
- Upgrades to the halls for rental suitable for more weddings, etc.
- Indoor spaces with programs for kids in the winter
- Cooperation/partnership with neighbouring Municipalities
- No new facility just upgrade the existing
- Programming/Recreation in Huron Park Area
- Walking track has been consistent throughout both Recreation feedbacks spots
- Upgrade Dashwood Hall
- More investment in the cultural aspects in the Municipality (Arts)
- More programming is a very constant point of feedback from youth to seniors; Year round programming, not just summer
- Gymnasium for other types of activities to cater to a diverse set of interests and purposes
- Indoor pool – some stating their support and some stating the infeasibility with our small tax base
- Detailed studies on the recreation centre/hub with options contrasting building new or renovating existing for the most cost effective solution

It is important to note that the aforementioned suggestions include constructive criticism and legitimate suggestions.

Feedback to the Survey Respondents

- Paving specific areas/roads
 - This will be part of the asset management plan including risk of failure and consequence of failure metrics in addition to road/base condition analysis. Please refer specific requests to Council.
- Gas Tax Funding – where does this go?
 - Currently the Municipality has committed OCIF and AMO Gas Tax grant funding to the roads, bridges, and culverts.
- What does transportation services cover?
 - As defined in the budget survey introduction this includes the roads network including all bridges/culverts and the equipment/vehicles required to maintain them, municipal drain work, streetlighting, traffic lights, signage, etc.
- Increase maintenance on roads/sidewalks/winter control
 - The Municipality currently meets the Provincial Minimum Maintenance Standards. Any increase in maintenance beyond this would be at a cost. Levels of service will be considered as part of the asset management planning and include a public consultation aspect.
- What is the current level of funding?
 - The 2018 operating budget for Transportation Services included total expenses of \$3.18M.
- Utilize MPAC phase-in and growth of 5-6% annually for roads.
 - The MPAC amounts are generally required to offset increases in materials/construction contracts, utilities, insurance, service contracts, etc. The cost of operations increases annually, at least with a rate similar to the Consumer Price Index (CPI) or Inflation as it does with households. Thus, an operating budget is anticipated to increase year over year so additional phase-in/growth amounts due to changes in MPAC assessment values are required to offset these costs.
 - The dedicated capital levy was put out as a palatable option for addressing a long term strategic financial strategy as part of the asset management planning.
- Neighbouring Municipalities working together to support Recreation & Cultural Services
 - South Huron continues to look at ways of partnering with neighbouring municipalities where feasible to do so.

Appendix A – 2019 Budget Survey

Welcome!

This 10 minute survey provides information about the municipality's budget. It's also an opportunity for you - our ratepayers - to have a say in the process to establish priorities.

We're not collecting personal information with this survey and you don't have to answer any questions you don't want to.

Thank you for your input!

Types of Budgets

The **Operating Budget** consists of the day-to-day operations of each department. This includes providing services, maintenance/repair activities, as well as administrative activities.

The **Capital Budget** consists of major maintenance events or the replacement of assets to deliver services to residents, businesses and visitors.

Services Provided by the Municipality of South Huron

The Municipality provides dozens of services that the public relies on everyday. The following list identifies a few of these key services:

- Building and planning services for new developments, site plans and renovations
- Clerk services including marriages, commissioning, notaries, freedom of information requests and election management
- Municipal roads, bridges and culvert maintenance as well as storm water management activities to prevent flooding. We also ensure snow removal and safe road access in all seasons. Gravel road maintenance, dust control, and grading of municipal roads are also service we provide. This work is governed by the province's Minimum Maintenance Standards.
- Water services that ensure access to safe drinking water, which is strictly monitored 24/7 to meet provincial standards for water quality
- Sanitary sewer services ensure the removal and treatment of waste water, which is also heavily regulated by the province
- Arenas and community centers, which are used for recreational activities by all ages
- Parks and pools
- Economic and community development activities that enrich the community in which we live, work and play
- Cemetery plots and interments as per the Bereavement Authority of Ontario (BAO)
- Financial and administrative services

- OPP and Police Board services
- Fire prevention, suppression and public safety education

“Own Source” Funding

To deliver public services, South Huron generates revenue through two means:

Tax Levy, which are the dollars levied by multiplying the tax rate and the assessment values in the community. This is the primary source of funding in order to provide the services.

User Fees such as include water/sewer fees, landfill charges, garbage/recycling fees, cemetery user fees and recreation user fees. User fees help reduce the tax levy.

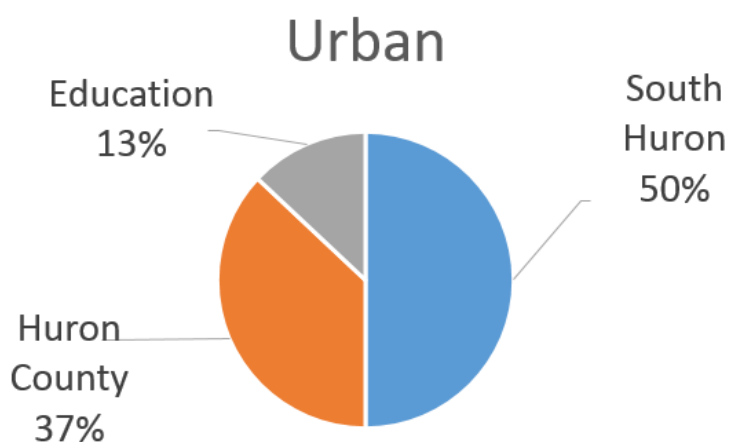
Tax Rates vs. Tax Levy

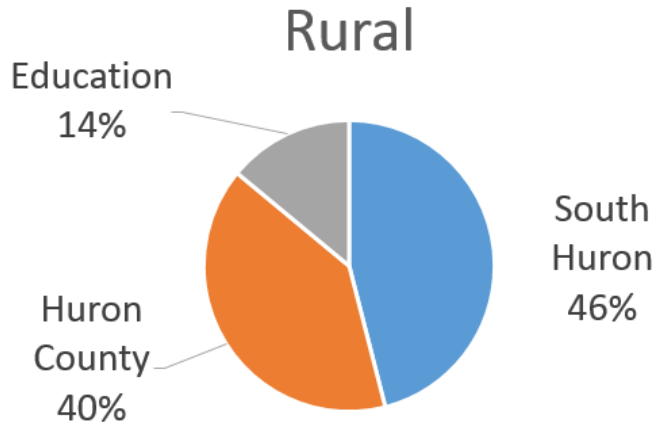
Tax Rate – Multiplied by the assessment value to get the total taxes owing.

Tax Levy – Total amount required to fund the operating and capital budgets for levy-based services.

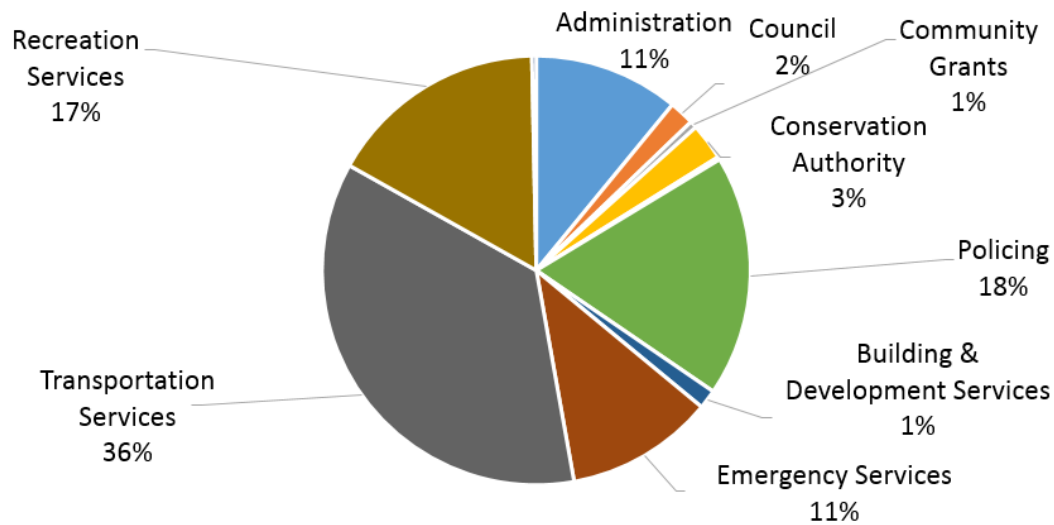
Your Property Tax Bill

A percentage of your tax bill funds the Municipality of South Huron. Your property tax bill also collects revenue to fund the County of Huron and local school boards, which are independent entities that determine their own tax rates. The charts, below, show how much of your tax bill goes to each governing body. The difference between rural and urban percentages is based on slightly different police service costs, as defined in the Amalgamation Order.





Percentage of Tax Bill by Department (based on 2018 budget)



What do you think?

Tell us a little about yourself and what your priorities are.

1. What communication methods do you prefer to receive information about the Municipality of South Huron? (you can choose more than one)

- ☐ Newspaper
- ☐ Municipal Website
- ☐ Facebook
- ☐ Twitter
- ☐ Local Radio
- ☐ Word of Mouth
- ☐ Community Signs/Posters

2. What is your affiliation with the Municipality of South Huron?

- ☐ Full Time Resident
- ☐ Seasonal Resident
- ☐ Business Owner
- ☐ Business Operator

3. Where do you live in South Huron?

- ☐ Centralia
- ☐ Crediton
- ☐ Dashwood
- ☐ Exeter
- ☐ Grand Bend
- ☐ Huron Park

☐ Rural

4. Please indicate your age:

- ☐ 19 or younger
- ☐ 20-34
- ☐ 35-49
- ☐ 50-64
- ☐ 65-79
- ☐ 80+

5. Where would you like to see investment in the 2019 budget? (you can choose more than one)

- ☐ A Community Hub / Recreation Centre Project
- ☐ Budget reserves to ensure levy stability and future sustainability
- ☐ Asset management to ensure the sustainability of our infrastructure
- ☐ I'd rather not invest and keep the 2019 budget to last year's amount.

6. The Municipality is developing an asset management strategy to repair or replace our ageing core infrastructure (e.g., roads, bridges and culverts). Which approach would you prefer?

- ☐ Dedicate a capital levy of 1%, which amounts to an annual increase in your tax bill of approximately \$6.07 per \$100,000 of residential assessment value.
- ☐ Dedicate a capital levy of 0.5%, which amounts to an annual increase in your tax bill of approximately \$3.03 per \$100,000 of residential assessment value.
- ☐ Use some reserve money set aside for urgent repairs to ease levy increases over the short term.
- ☐ No change, I don't want to invest more in asset management.

Transportation

Transportation includes the following services and all the required equipment to service/maintain the assets in the network:

- Roads – paved/unpaved
- Sidewalks
- Storm Water Management
- Winter Control – snow removal/plowing, sanding/salting, etc.
- Roadside Operations – traffic lights, signage, streetlights, etc.
- Bridges and Culverts
- Municipal Drains

The main source of funding for roads is the tax levy due to the fact there is no way to recover user fees and roads need to be available and accessible for all residents, businesses and visitors.

Transportation must adhere to Ontario legislation dictating the minimum maintenance standards for the aforementioned services. This is one of the most robust departments within the Municipality yet critical to ensuring the movement of people within the Municipality of South Huron.

The asset network for Transportation Services is massive as the Municipality has approximately 178 km of gravel roads and 170 km of paved road, as per the 2016 Asset Management Plan. As part of each road there is a number of components, from surface to base to storm water aspects.

1. Transportation Services is dependent upon the tax levy for funding. What would you like to see in 2019?

- ☐ Increase investment level
- ☐ Maintain current investment level
- ☐ Decrease investment level

2. Please provide any general suggestions or recommendations for transportation services:

Recreation & Cultural Services

Recreation & Cultural Services includes the following services and facilities:

- Arenas
- Community Centers
- Programming – including pool, splash pad, playground, dance, karate, gymnastics, etc.
- Parks

Municipally administered recreation activities collect user fees to recover some costs associated with providing these services to the public (e.g., overhead, maintenance, staffing costs, etc). However, currently in South Huron recreation services are subsidized by the tax levy with goal to enable all residents access to participate.

1. Please consider our parks, playgrounds and their maintenance. How satisfied are you with these services?

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Unsatisfied
- ☐ Very unsatisfied
- ☐ I don't use them

2. Based on your answer above, please provide reasoning or recommendations.

3. How do you feel about the recreation facilities and arenas in South Huron?

- ☐ Very satisfied
- ☐ Satisfied
- ☐ Unsatisfied
- ☐ Very unsatisfied
- ☐ I don't use them

4. Please provide any general feedback on your expectations regarding recreational facilities.

Economic & Community Development

Economic and community development activities lead to improvements in our local economy, environment and society.

What projects would you recommend to take place that would make South Huron a better place to live, work and play?



Municipality of South Huron Water and Wastewater Rate Study & Financial Plan Update

Council Presentation
January 9, 2019



Introduction

- Watson and Associates Economists Ltd. (Watson) was retained by the Municipality of South Huron (Municipality) to update the 2011 Water and Wastewater Rate Study and Water Financial Plan
- Review Included:
 - Update of water demand assumptions based on analysis of historical consumption patterns and recent trends;
 - Building a capital program that blends lifecycle needs (2016 Asset Management Plan) with specific needs identified by staff and the 2017 Water and Wastewater Master Plan;
 - Forecast annual operating cost and rate-based funding requirements;
 - Assess adequacy of current water/wastewater rates in addressing long-term financial plan needs;
 - Recommend water and wastewater rates for the 2018-2032 period, including updates to the Exeter-Hensall base charge; and
 - Providing impact assessment on rate payers

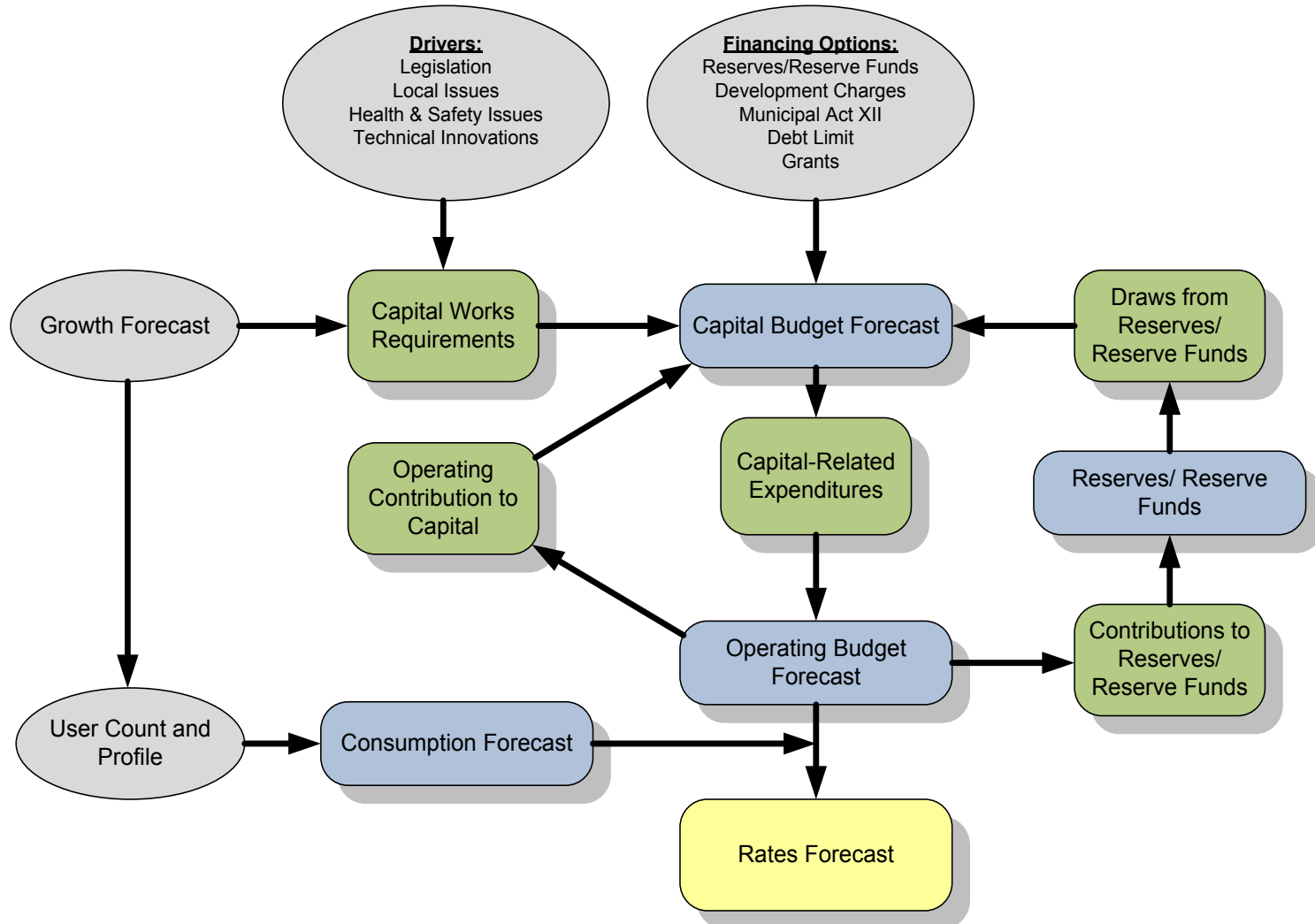


Legislative Context

- *Sustainable Water and Sewage Systems Act* (SWSSA) passed on Dec. 13, 2002 (repealed Dec. 31, 2012)
- Safe Drinking Water Act Regulation (O.Reg. 453/07) – Municipal Drinking Water Licensing Program requirements for a financial plan to be submitted to the Province six-months prior to license expiry
- *Water Opportunities Act, 2010* – preparation of sustainability plans for water, sanitary sewer and stormwater services



Rate Study Methodology





Sample of Current Quarterly Water and Sewer Bill

Exeter

THE MUNICIPALITY OF SOUTH HURON

UTILITY BILLING



Box 759 - 322 Main Street S
Exeter, On N0M 1S6
Phone # 519-235-0310 or 1-877-204-0747

Account Number 0XX000.0X

Name

Service Address

Billing Period 01/02/2019 to 01/05/2019
mm/dd/yyyy mm/dd/yyyy

Number of Billing Days 90

Current Reading	Previous Reading	Consumption	Description	Amount
5000	5042	42	WTR CONS CHG @ 1.76/M3	\$73.48
			SWR CONS CHG @ 1.81/M3	\$75.57
			WATER BASE CHARGE	\$60.70
			SEWER BASE CHARGE	\$20.20
			PIPELINE DEBT CHG	\$83.90
			Current Charges	\$313.85
			Balance Forward	\$0.00
			Penalty	\$0.00
			AMOUNT DUE	\$313.85

Operations

Capital/Debt

Exeter-Hensall Debt
Repayment

Annual Bill - \$1,255



Historical Context

- In 2011 Council adopted a rate forecast for the 2011-2017 period, maintaining the principles established in by Council in 2008, namely:
 - Uniform quarterly base charge and consumptive water and wastewater rates for Exeter and Stephen customers;
 - Exeter-Hensall quarterly base charge to recover annual debt repayment, based on proportionate share of max. day design flows;
 - Quarterly base charges imposed on multi-tenant customers on a per unit basis at 75% of single family dwelling rate, reflecting lower occupancy;
 - Quarterly base charges imposed on year-round land lease properties on per unit basis at single family dwelling rate;
 - Quarterly base charges for all other customers imposed on graduated basis, determined by water service size; and
 - Municipal Act Capital Charge recoveries for debt financed growth related infrastructure



Water and Wastewater Customer Profile and Consumption Growth

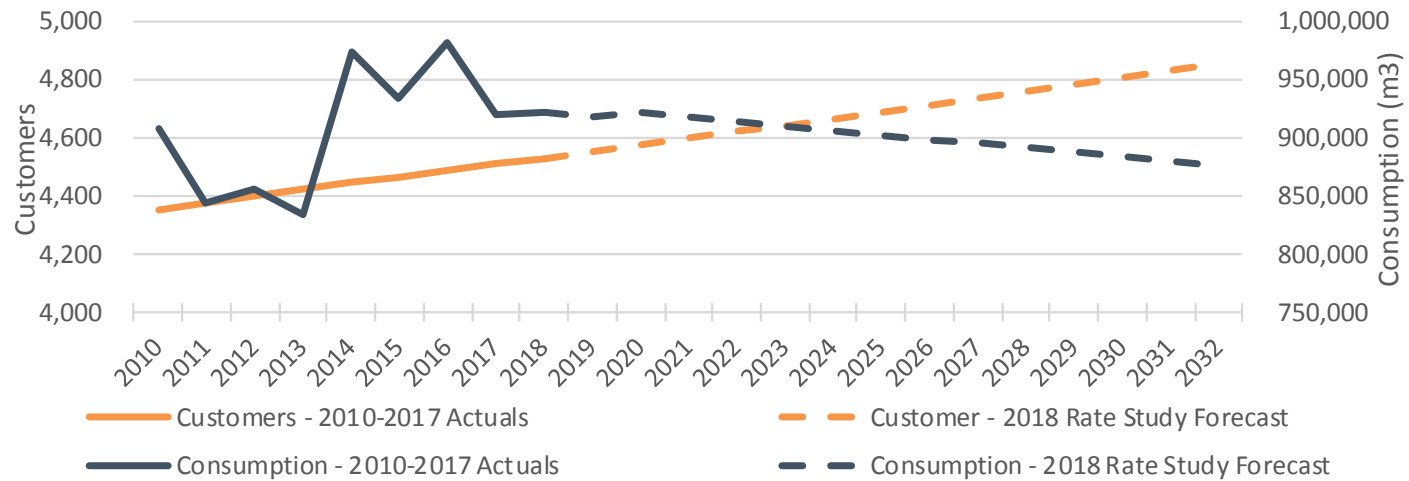
- Annual water and wastewater customer growth forecast based on 2010-2017 actuals and trend analysis
 - Exeter - 23 residential equivalents
 - Stephen – 16 residential equivalents
- Water consumption forecast at 167 m³ per customer, with 1% annual water conservation
- Suntastic and Med Relief (large volume consumers)
 - Consumption maintained at 2017 levels



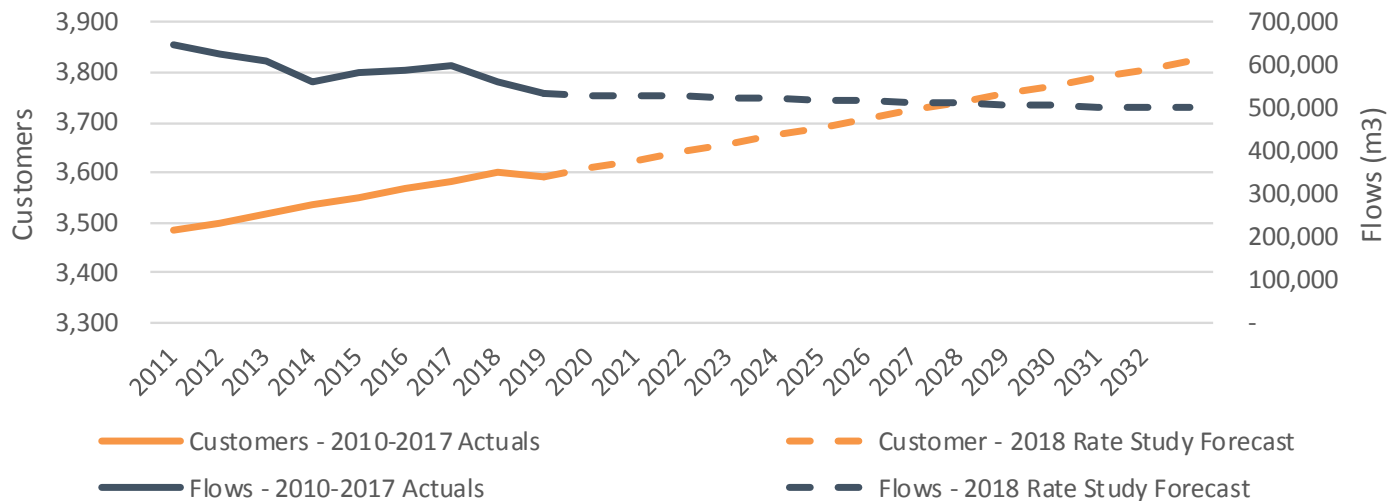
Customer Profile and Consumption Growth

2019-2032 Forecast Assumptions

Water Customers and Consumption



Wastewater Customers and Flows





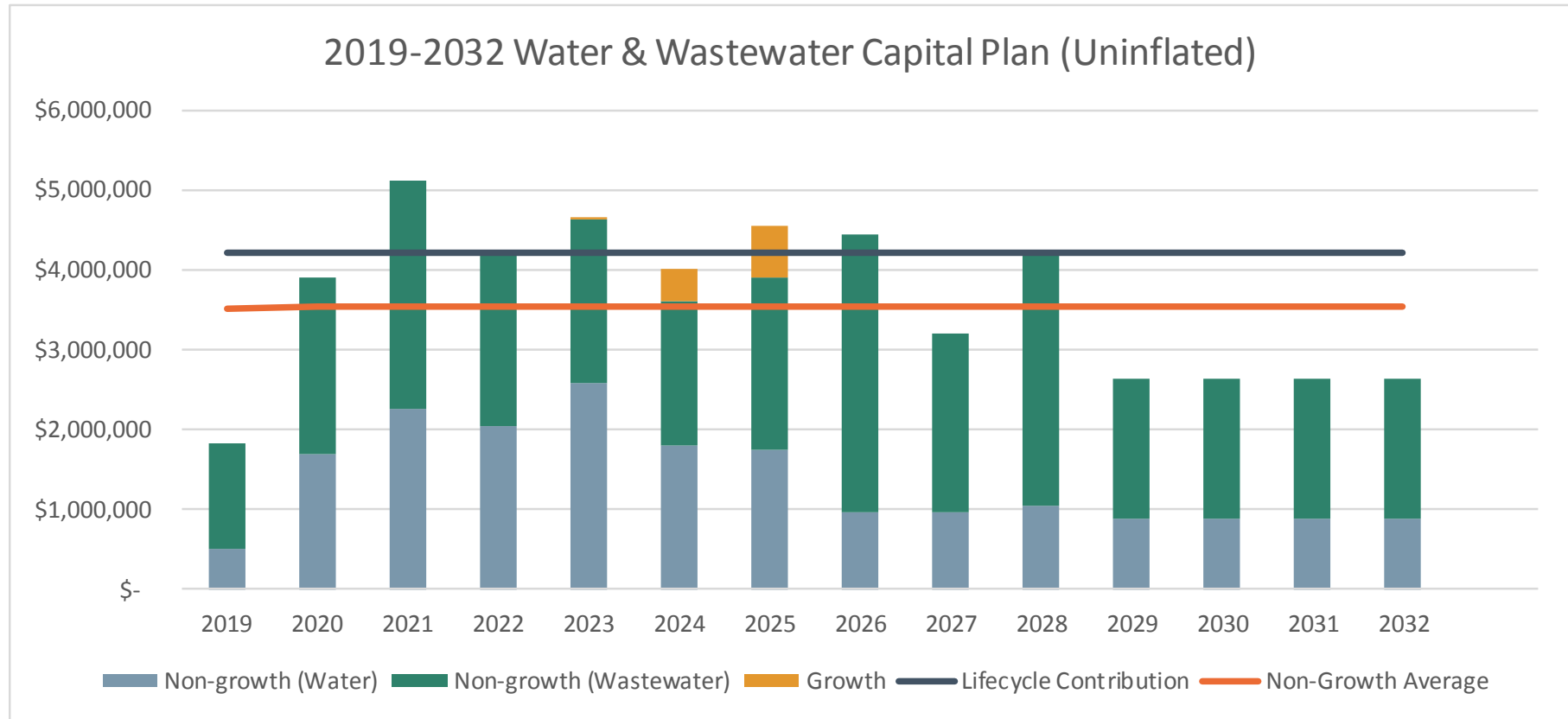
Water and Wastewater Capital Needs Forecast

2019-2032 Forecast Assumptions

- Annual lifecycle contribution based on 2016 AMP, plus attribution for urban road reconstruction (30% wastewater and 20% water), and Exeter Wastewater Treatment Plant (WWTP) replacement in 2040 at mechanical treatment plant cost estimate
 - Water at \$2.2 million and wastewater at \$2.0 million, annually
- Forecast average annual capital spending generally at annual lifecycle levels (i.e. water - \$2.2 million, wastewater - \$1.4 million), including:
 - Grand Bend Sewer
 - Treatment Plant, EA, and Pumping Station complete
 - Trunk Sewer proposed for 2023 subject to Council approval (no rate impact)
 - Exeter WWTP
 - Rehabilitation of Sewage Lagoon Sand Filters in 2020-2021 (\$1.5 million)
 - UV Treatment for Winter Discharge in 2022 (\$400,000)



Water and Wastewater Capital Needs Forecast 2019-2032





Water and Wastewater Capital Funding Sources

2019-2032 Forecast Assumptions

- Funding Options
 - Current Reserve Funds
 - Water \$8.3 million, Wastewater - \$0.5 million
 - Existing Annual Debt Repayment
 - \$1.8 million water and wastewater, debt repayment represent 10% of own source revenues
 - Total municipal debt repayment \$2.1 million for all services including water and wastewater, 12% of own source revenues (*currently rated as high risk*)
 - Annual debt repayment limit regulated at 25% of own source revenues
 - Development Charges – limited development charge funding
 - Grants – no additional grant funding assumed



Modeled Water and Wastewater Capital Funding Scenarios

2019-2032 Forecast Assumptions

- Two capital funding scenarios were considered:
 - Scenario 1 – no additional debt financing
 - Interim financing between water and wastewater reserve funds
 - No additional water and wastewater debt incurred
 - Scenario 2 – additional debt financing
 - Interim financing between water and wastewater reserve funds
 - Additional water and wastewater debt funding of \$20.6 million
- **Scenario 1 (no additional debt financing)** has been recommended to maintain the Municipality's debt capacity for other municipal services (e.g. recreation centre) and in recognition of the current risk rating regarding municipal borrowing



Water and Wastewater Capital Funding Plan

2019-2032 Forecast (inflated\$)

	Scenario 1 (2019-2032)	
	Water	Wastewater
Capital Expenditures	38,023,000	22,716,000
Capital Financing		
Provincial/Federal Grants	-	-
Development Charges Reserve Fund	-	-
Non-Growth Related Debenture Requirements	-	-
Growth Related Interim Funding	1,259,500	-
Water/Wastewater Reserve	36,763,500	21,019,000
Municipal Act Capital Charge		1,697,000
Total Capital Financing	38,023,000	22,716,000

- Exeter-Hensall debt repayment (\$767,000 annually)
 - \$261,000 annually to be recovered from D.C.s
 - Quarterly debt charge re-calculated to fund annual non-growth component (\$506,000) and interim D.C. financing (\$240,000)
- Existing Capital Charge debt repayments maintained
- Grand Bend Trunk Sewer assumed to be fully capital charge funded



Water and Wastewater Operating Expenditure Forecasts

2019-2032 Forecast Assumptions

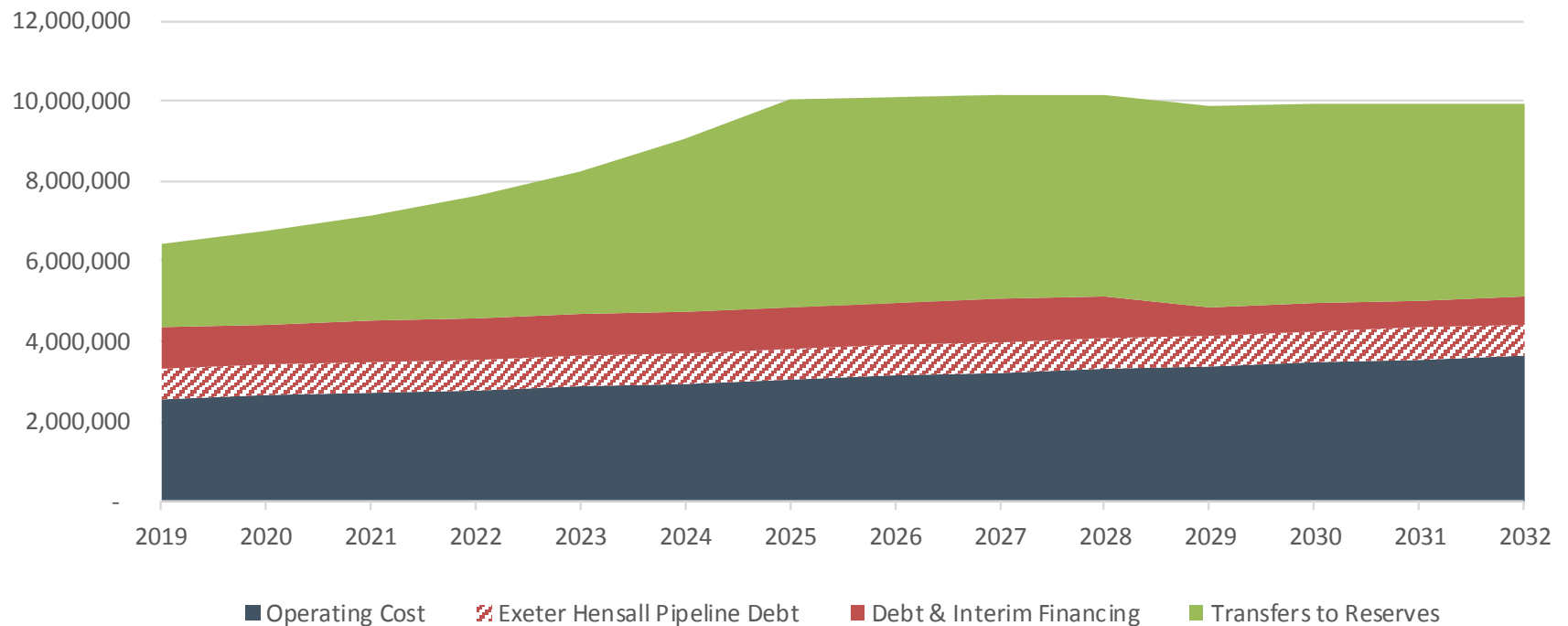
- Lake Huron & Elgin Area Primary Water System water purchases - forecast based on water consumption forecast and 2-3% annual increase in primary water rate
- Operating expenditures forecast including 2% inflation
- Capital-related expenditures forecast based on capital funding plan composition, including existing debt D.C. interim financing, and transfers to reserve funds



Water and Wastewater Net Operating Expenditure Forecasts

2019-2032 (inflated\$)

Operating Costs - Water and Wastewater Scenario 1





Water and Wastewater Rate Recommendations

- Recommendation is to maintain current practice of charging:
 - Uniform quarterly base charge and consumptive water and wastewater rates for Exeter and Stephen customers;
 - Quarterly Base Charges
 - Designed to recover annual lifecycle costs of capital;
 - Multi-tenant customers charged 75% of single family dwelling rate, reflecting lower occupancy; and
 - Imposed on year-round land lease properties on per unit basis at single family dwelling rate
 - Consumptive Rates designed to recover annual operating costs of services
 - Exeter-Hensall quarterly base charge to recover annual debt repayment costs



2018 Quarterly Water and Sewer Bill

Exeter

THE MUNICIPALITY OF SOUTH HURON UTILITY BILLING



Box 759 - 322 Main Street S
Exeter, On N0M 1S6
Phone #519-235-0310 or 1-877-204-0747

Account Number 0XX000.0X

Name

Service Address

Billing Period 01/02/2019 to 01/05/2019
mm/dd/yyyy mm/dd/yyyy

Number of Billing Days 90

Current Reading	Previous Reading	Consumption	Description	Amount
5000	5042	42	WTR CONS CHG @ 1.77/M3	\$73.90
			SWR CONS CHG @ 1.81/M3	\$75.57
Operations			WATER BASE CHARGE	\$67.20
			SEWER BASE CHARGE	\$27.81
Capital/Debt			PIPELINE DEBT CHG	\$69.51
Exeter-Hensall Debt Repayment			Current Charges	\$313.99
			Balance Forward	\$0.00
			Penalty	\$0.00
			AMOUNT DUE	\$313.99

Annual Bill - \$1,256
(\$1 increase compared to 2018)



2019 Proposed Quarterly Water and Sewer Bill

Scenario 1 - Stephen

THE MUNICIPALITY OF SOUTH HURON

UTILITY BILLING



Box 759 - 322 Main Street S
Exeter, On N0M 1S6
Phone # 519-235-0310 or 1-877-204-0747

Account Number 0XX000.0X

Name

Service Address

Billing Period 01/02/2019 to 01/05/2019
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5000	5042	42	WTR CONS CHG @ 1.77/M3	\$73.90
			SWR CONS CHG @ 1.81/M3	\$75.57
			WATER BASE CHARGE	\$67.20
			SEWER BASE CHARGE	\$27.81
			PIPELINE DEBT CHG	\$3.99
			Current Charges	\$248.47
			Balance Forward	\$0.00
			Penalty	\$0.00
			AMOUNT DUE	\$248.47

Operations

Capital/Debt

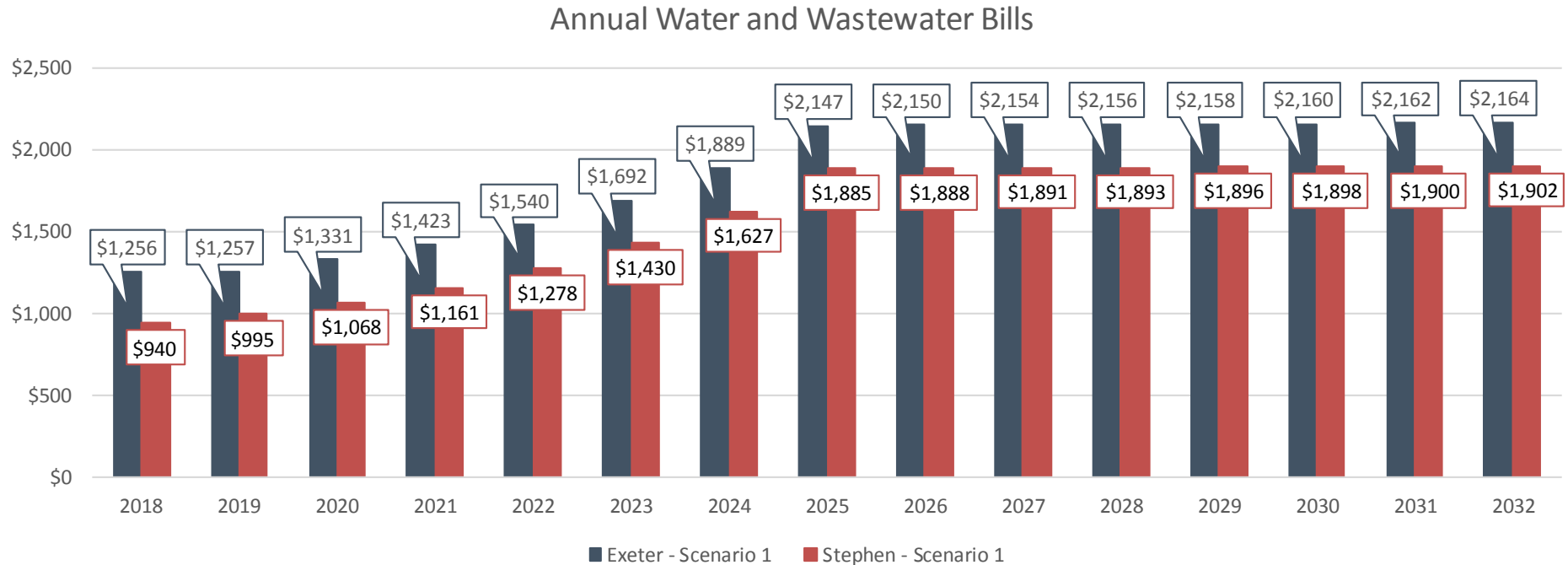
Exeter-Hensall Debt
Repayment

Annual Bill - \$994
(\$55 increase compared to 2018)



Annual Customer Water and Wastewater Bill Impacts

Scenario Comparison – based on 167 m³ of usage and 19mm Service Size

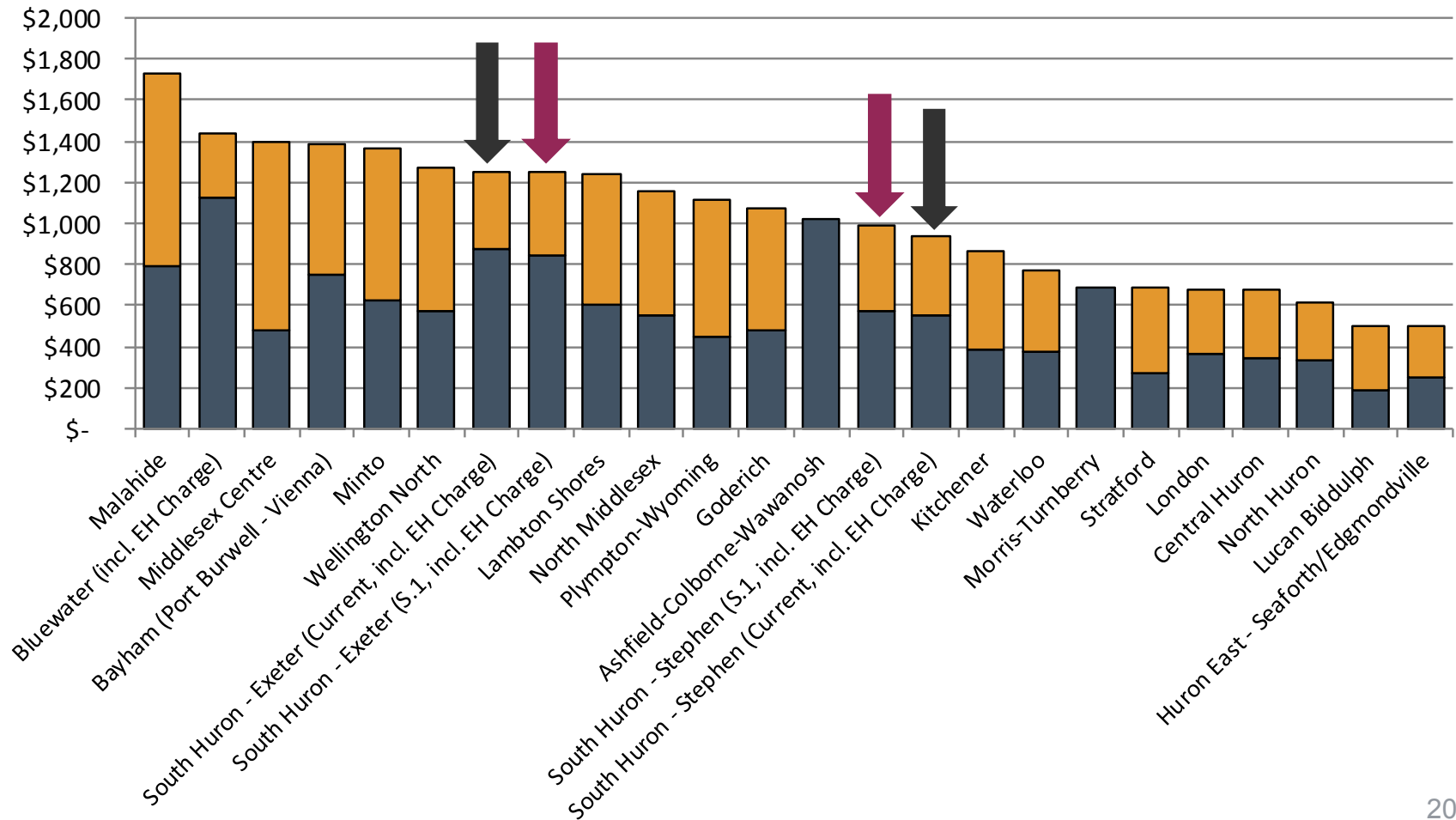




Municipal Comparison of Annual Water and Wastewater Bill

Average Annual Residential Water and Wastewater Bill
Based on 167 Cubic Metres of Consumption

Wastewater Water





Next Steps

- Finalize Water and Wastewater Rate Study
- Undertake public open house session to present study findings to ratepayers (January 22, 2019)
- Update rate bylaw and prepare O.Reg 453/07 Water Financial Plan for Council adoption (February 4, 2019)



EXETER BUSINESS IMPROVEMENT AREA – BOARD MEETING

Tuesday, November 13, 2018 at 6:30pm

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



EXECUTIVE MEMBERS – Chair Rose Glavin, Vice Chair Tira Wootton, and Secretary / Treasurer Janice Brock

DIRECTORS – Beautification Chair Mary Hulley, Directors Adrian Bakelaar, Fred Godbolt, Councillor Craig Hebert, and BIA Manager Georgia Athanasiou

ABSENT – Promotions Chair Lauryn Marion, Directors James Eddington and Allen Plant

RECORDING SECRETARY – Georgia Athanasiou, BIA Manager

MINUTES

1. Welcome and Call to Order

Ms. Athanasiou welcomed everyone to the meeting at 6:31pm.

2. Changes to the Agenda and Approval of Minutes of October 9, 2018.

2.1 Approval of the Agenda

MOVED BY: Mary Hulley & SECONDED BY: Janice Brock

“THAT the agenda be adopted as presented.”

MOTION: CARRIED

2.2 Approval of the Minutes of October 9, 2018.

MOVED BY: Mary Hulley & SECONDED BY: Janice Brock

“THAT the minutes of October 9, 2018 be adopted, as presented.”

MOTION: CARRIED

3. Chair’s Message NIL

4. Delegation NIL

5. Councillor’s Report

Councillor Craig reported that there had not been another Council meeting in the time between BIA meetings. He confirmed that the steering committee for the Rec Hub was still meeting, and clarified that the surveys collected for that meeting are public. He also informed the Board that while the number of surveys collected was low, it met the threshold set out and the survey is only one advisement tool that gives additional direction to Council.

MOVED BY: Tira Wootton & SECONDED BY: Janice Brock

“THAT the Councillor’s report be adopted as presented.”

MOTION: CARRIED

6. Financial Report

6.1 Treasurer’s Report – October 2018

In October, the BIA had no net revenue, as the bracket kits were ordered for the Municipal Transportation Department and were an expense. The BIA incurred all regular expenses, including BIA Manager salary expense, rent, and phone / internet. The BIA Manager received her \$500 moving allowance, as stated in her contract, as her three month probationary period expired. This month, we also paid for the Coupon Book ads and printing. The balance at the end of the month was approximately \$27,400.

6.2 Treasurer’s Report – November 2018

In November, we expect to collect a portion of the BIA’s Awards Gala event coordination fee. The BIA Manager has also collected some funds from the coupon book, and will be depositing funds as they come through.

Regular expenses are expected to be incurred. In addition, the BIA will be paying the flat \$8,000 for the 2018 flowers, as agreed upon by the Municipality. Christmas Festival expenses, in particular for the posters and the parade, are expected to be paid out. The Santa Claus Parade expenses include the bands, float prize, and updates to the Santa float. The bill for the printing of the banners was received this month, with an expense of approximately \$7,700. The BIA expects to have a balance of \$7,800 at the end of November.

6.3 BIA Manager – Administrative Authority

Ms. Athanasiou has been granted Administrative Authority over the Libro account, granting her the ability to access online banking. Ms. Athanasiou and one signor must provide ID verification and sign off on the process before access can be granted.

MOVED BY: Mary Hulley & SECONDED BY: Adrian Bakelaar

“THAT the financial report be adopted as presented.”

MOTION: CARRIED

7. Promotions

7.1 Coupon Book

The Coupon Books are nearing the midway sales mark. Ms. Athanasiou has reached out to businesses on their current sales to date and has only heard back from 7 businesses. Staff know approximately 700 books have been sold, and staff will continue to collect information and redistribute books as needed. Additional social media promotions may be forthcoming.

7.2 Christmas Festival

Ms. Athanasiou reminded the Board that the Exeter Christmas Festival is coming up quickly, happening on November 16 – 18. Strong social media promotions for the event were withheld until November 12, as to respect Remembrance Day celebrations.

Staff will be sending out an email reminder to businesses about our Christmas Open House, where businesses are encouraged to stay open late on Saturday November 17 prior to the Parade, as well as being open on Sunday November 18. Businesses are also encouraged to decorate their windows and storefronts for the holiday weekend.

Staff are unsure of how many events on the Christmas Festival weekend the BIA should be attending, and are looking for direction heading into the weekend.

Staff reminded the Board that if businesses are interested in participating in the Santa Claus Parade they can contact the BIA at 226-423-3028 or by email at info@exeterbia.com.

7.3 RED Program

Ms. Athanasiou has begun focusing more heavily on the RED Program. There have been certain setbacks, with less financial support from the Municipality, but staff are working on applying for the Huron County grant Supporting Local Economic Development (SLED) program to supplement funds. The South Huron Chamber of Commerce is also considering applying for a short extension to the project, as to give us more time to gather photography in various seasons.

The BIA has been contacted about video opportunities. Ms. Athanasiou will be reaching out to businesses shortly about the opportunity, and is hoping to have them scheduled for early 2019.

7.4 Supporting Local Economic Development (SLED) Grant Opportunity

To support the RED Program, staff are applying to the SLED grant. This grant is designed to help fund projects targeting key regional economic development priorities, such as workforce attraction, agriculture, tourism, and investment attraction. The Chamber, with the support of the BIA, intends to submit an application. This application will enhance the objectives currently in the RED Project. As per the application guidelines, SLED requires a Board motion that confirms support for the project.

Our application will focus on developing videos that promote job availability (which was included in the original proposal), diversity in the region, demographic features, and success stories of local organizations and businesses that show the opportunity to invest in the area.

MOVED BY: Mary Hulley & SECONDED BY: Fred Godbolt

"THAT the BIA Board approves and supports the proposed SLED project application."

MOTION: CARRIED

MOVED BY: Adrian Bakelaar & SECONDED BY: Tira Wootton

"THAT the promotions report be adopted as presented."

MOTION: CARRIED

8. Beautification

8.1 Banner Program

The BIA banner program is officially complete, with the final four banners being hung on October 10, 2018.

As reported in October, two banners required fixing after their installation. The banner arms had become unthreaded, but were quickly fixed by the Transportation Department. Since that report, an additional two banner arms were lost. The banners were taken down to preserve the banner itself, and new arm were reordered through the Municipality. Unfortunately, the first set of arms were the incorrect size; currently, we are waiting on the banner arms to arrive before the banners can be re-hung.

The banners were invoiced in November and the printing will be paid for in November.

8.2 Flowers for 2019

In mid-September, municipal staff contacted the BIA about plans for next years flowers on Main Street. Ms. Athanasiou met with Beautification Chair Mary Hulley to discuss the BIA's recommendations. Staff are looking for feedback or additional comments on the suggestions, which are as follows:

- To keep with a unified look throughout Exeter, the BIA will recommend that the hanging baskets have the same colour flowers that the Municipality uses in other public spaces.
- Staff will be confirming the number of hangers we own and recommending we get the same number of baskets.
- Flowers in all of the bridge planters.

8.3 Beautification Committee

While meeting for the 2019 flowers, Ms. Athanasiou and Ms. Hulley discussed the future direction of the Beautification Committee. Staff would like feedback on whether the Board would like re-form the Beautification Committee. If so, staff would like to know what kind of projects would be of priority – with the majority of the flower program passed along to the Municipality, the Committee could focus on new initiatives such as new street benches, garbage receptacles, etc.

8.4 Christmas Lights

Christmas Lights, hung in our heritage core, will be in place by Friday November 16, in time for the Exeter Christmas Festival. In conversations with the Transportation Department, they have expressed that the decorations are “getting very tough” and recommended that the BIA may want to consider replacing or refurbishing them.

Staff inquired further into what “very tough” meant, and will continue to investigate. However, we may need to consider updating the lights in the coming years. Staff are open to suggestions for what we may want to tackle next.

8.5 OBIAA Accessibility Workshop

On October 30, Ms. Athanasiou attended an Accessibility Workshop, hosted by OBIAA in St. Thomas. The workshop briefly discussed the Accessibility Act, but focused more heavily on issues faced by downtowns around accessibility. The workshop brought together BIA representatives with a number of individuals who work in the accessibility space or who require accessibility.

A number of interesting issues were brought up, with some interesting and innovative solutions put forth, from apps to beacon technology.

Staff are looking for direction on how to move forward with accessibility projects. Ms. Athanasiou hopes to work with the Municipality on accessibility projects, such as Stop Gap, in the coming weeks.

MOVED BY: Mary Hulley & SECONDED BY: Rose Glavin

“THAT the beautification report be adopted as presented.”

MOTION: CARRIED

9. Member Events

9.1 Awards Gala

The Awards Gala was a successful event held on October 18 at the South Huron Recreation Centre. There were approximately 220 people in attendance. The BIA Manager collected approximately 80 surveys from guests in attendance and compiled a short summary of the feedback. Overall, there was very positive feedback, with minor changes to be made. Ms. Athanasiou wants to thank all the Board Members who aided in the set-up and clean-up of the event, as well as those who presented awards.

The BIA has been informed that the Chamber has assured us we will receive our share of the event coordination fee in the upcoming weeks; the total coordination fee will be approximately \$14,900. In 2017, the coordination fee was about \$14,000. The BIA expects to make approximately \$7,400. It was more difficult this year to gather nominations and sponsorships than in the past, something we should consider moving forward. The Chamber will be providing half of our share (\$3,700) prior to December 31, and expects the remaining balance will be paid once their membership fees start coming through. If they have the funds in 2018, they will pay prior to December 31.

Ms. Athanasiou was also contacted by the keynote speaker, Jennifer Pate, who wished to have her thanks passed along to the Board. Ms. Pate was grateful for the donation to her Love Your Greats Foundation.

Staff will work with the Awards Gala Committee in the future on the event, and making changes in the future. Staff welcomes feedback and suggestions.

9.2 Christmas Social

Staff reminded the board that our Christmas Social is happening this year on November 26 at Crabby Joe's – please save the date! Ms. Athanasiou shared that Joan, Chamber staff, would not be in attendance at this year's event informed the Board that she will be reaching out to them over the next few weeks if she requires additional support for the event.

Promotions will begin mid-November. Staff noted that in the workplan, there is the idea of having Board Members hand out “initiations” to local businesses. Staff wanted direction on whether or not to proceed with this idea as a way to encourage businesses to attend – if so, staff will divide businesses up and develop invitations. Thus far, no businesses have RSVP'd. We will also be inviting new Council to attend as a “meet & greet” opportunity.

MOVED BY: Fred Godbolt & SECONDED BY: Tira Wootton

“THAT the Member Events report be adopted as presented.”

MOTION: CARRIED

10. Economic Development

10.1 Economic Advisory Committee

There have been no Economic Development Advisory Committee meetings recently. As new council is settled, and the EDAC is reformed, the BIA will ensure that our motion to add the BIA Manager as a voting member of the committee is brought forth.

MOVED BY: Adrian Bakelaar & SECONDED BY: Rose Glavin

“THAT the Economic Development report be adopted as presented.”

MOTION:

CARRIED

11. BIA Manager's Report

11.1 Vacant Digital Sign Space

Staff inquired with the Board if there had been any additional developments with the vacant sign space. Previously, a number of projects had been discussed, including a sign program run by the BIA and the possibility of the Lions Club organizing their own digital sign.

11.3 Long-Term Impact Study – OMAFRA

Vicki Lass, the Agriculture and Rural Economic Development Advisor at OMAFRA had a phone meeting with the BIA Manager on October 24 to review the BIA's strategic plan.

This was an annual update OMAFRA completes with all organizations for which they have facilitated a strategic plan. The meeting reviewed the goals and actions of the plan to see how work was progressing. Chair Rose Glavin was unable to attend the meeting. Ms. Athanasiou reviewed the plan with Ms. Lass. There were no major changes or concerns with the plan.

However, it did bring up the question of which strategic priorities the Board would like the BIA to move forward with immediately, as some objectives, such as encouraging businesses to get online, has been stalled.

11.2 Huron-Bruce Small Business Roundtable

On November 8, BIA staff attended the Huron-Bruce Small Business Roundtable hosted by MPP Lisa Thompson. Michael Parsa, Parliamentary Assistant for the Minister of Economic Development, Job Creation, and Trade attended to gather feedback from rural business owners. The Roundtable brought together a number of individuals from the Huron-Bruce riding, including manufacturers, education representatives, small business owners, BIA and Chamber representatives, and municipal staff to air feedback and concerns for provincial consideration.

It was a good opportunity to learn about the challenges facing rural business. MPP Thompson is planning to put together a report, capturing all of the thoughts and comments, which will be sent out to attendees. Once that has been compiled, staff will circulate it to the membership.

11.2 Win This Space Opportunity

Melanie Miller, our Libro representative, brought forth an idea to the BIA to host a “Win This Space” contest for vacant store fronts on Main Street. She provided contact information to the Listowel BIA, who successfully ran a “Win This Space” campaign, utilizing the Libro Prosperity fund. Ms. Lisa Schaefer, the individual who ran the campaign in Listowel, offered to provide information on the program.

Additionally, Ms. Athanasiou has connected with Jan Hawley, the economic development officer of Huron East who started the contest. Ms. Hawley has also offered to meet with the Exeter BIA to explain the contest and provide resources to make it successful.

Running a contest such as this would connect with our Strategic Plan. With the recent vacancies on Main Street, it may be a good opportunity to generate some additional interest in those properties. The Board directed staff to look further into the program and provide an update.

MOVED BY: Mary Hulley & SECONDED BY: Janice Brock

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

MOTION: CARRIED

12. Non-Director Comments Nil

13. Upcoming Events

Next Regular Meeting: *Tuesday December 11, 2018 at 6:30pm at Town Hall.**

14. Adjournment

MOVED BY: Adrian Bakelaar & SECONDED BY: Mary Hulley

"THAT the BIA meeting does now adjourn at 7:20pm."

MOTION: CARRIED

Rose Glavin, Chair

Tira Wootton, Vice-Chair

Georgia Athanasiou, Recording Secretary



SOUTH HURON POLICE SERVICES BOARD

South Huron Municipal Office – Verity Room
Tuesday, November 20, 2018 – 4:05 pm

Members Present

Chair	Jim Dietrich
Member	Mark Hartman
OPP	Acting Detachment Commander Dean Croker
Administration	Jo-Anne Fields
Regrets	Maureen Cole
Guests	Deputy Mayor Dave Frayne George Finch

1. Call to Order & Welcome

- Chair, Jim Dietrich welcomed the members to the meeting and thanked them for their commitment to policing in South Huron

2. Conflict of Interest and General Nature Thereof

- No Conflict of Interest declared

3. Changes/Additions to the Agenda

- There are no changes/additions to the Agenda

4. Approval of the Agenda

Motion – 37/11/18

Moved by: Mark Hartman
Seconded by: Jim Dietrich

“THAT the Agenda be approved as circulated.”

Disposition: Carried

5. Approval of the Minutes

Motion – 38/11/18

Moved by: Mark Hartman

Seconded by: Jim Dietrich

“THAT the minutes of October 9, 2018 meeting be approved as amended to include regrets received prior to the meeting from Member Cole.”

Disposition: Carried

6. Business arising from the Minutes

- No business arising from the Minutes

7. O.P.P. Report

- Acting Detachment Commander Dean Croker provided the Crime and Traffic report stats for the month of October 2018
- Detailed reports were distributed prior to the meeting for review and to allow for effective discussion at the Board meeting
- Provided an overview of violent crime, property crime, drug crime, as well as the clearance rates
- Important to record serial numbers of property for tracking should a theft occur
- Reminder to lock it or lose it
- Chair Dietrich questioned if officers conduct regular foot patrols and check for vehicles that are left unlocked – suggested a strategy that may reduce crime activity associated with unlocked vehicles
- Bikes for Kids and CHIP – questioned if the two programs could work together in the future to support youth in the community
- Community support and assistance is required to increase Clearance rates
- Traffic stats – rise in traffic complaints
- Deer collision is reflected in the stats increase
- Billing summary – year to date – up 300 calls from 2017 – marked increase in frauds, more assaults, theft of motor vehicles, rise in drug possession and trafficking, animal complaints, mental health issues, domestic disturbances, noise complaints, assist the public and 911 hang ups
- Member Hartman questioned thoughts on legalization of cannabis and impacts to policing and calls for service
- Questioned possession, recognition and enforcement
- Chair Jim Dietrich thanked Acting Detachment Commander Dean Croker for presenting the report

Motion – 39/11/18

Moved by: Mark Hartman
Seconded by: Jim Dietrich

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

Disposition: Carried

8. Correspondence

- RIDE Program – Notice received of confirmation of RIDE grant allocation in the amount of \$8,840.00 for the fiscal year 2018/2019
- Police Record Checks Reform Act – starting November 1, 2018, information disclosed and included in a police record check is being standardized for three types of checks including:
 - o criminal record check
 - o criminal record check and judicial matters check
 - o vulnerable sector check
- Member Cole – Emails received from Member Cole were reviewed regarding concerns expressed pertaining to the change of the Police Services Board meeting date and the provision of providing adequate notification to members and the public
- Municipality of South Huron Police Services Board By-law No. 2016-01, Section 8 – Regular Meetings of the Board was reviewed
- Section 8.2 – “The Board shall hold its regular meetings at the hour of 4:05 pm on the second Tuesday of the month, or at the call of the Chair in the Verity Room at the South Huron Municipal Office, or at such other place or time as may be determined by the Board from time to time”
- It was advised at the October 9, 2018 Police Services Board Meeting that Chair Dietrich and Member Hartman had previous commitments on November 13, 2018 and would be unable to attend the meeting on the second Tuesday of November
- Section 8.1 of the Procedural By-law states that “The Board shall meet a minimum of nine (9) times per year. ...Amendments to this schedule shall be approved by the Board and posted on the municipal website.
- As the Police Services Board is a three member Board, quorum consists of two members attending and for this reason, the meeting date was changed to November 20, 2018 and the date of the next regular meeting was recorded in the October minutes as November 20, 2018 at 4:05 pm
- Draft minutes were prepared by the recording secretary and circulated to the Board membership on October 17, 2018 for review and comment
- Fields responded that Member Cole had notified in advance that she would not be in attendance at the October meeting and suggested this be included in the draft minutes
- Member Cole noted that this wasn't necessary as she had provided notice through email
- Section 8.5 of the Procedural By-Law outlines that Notice for meetings or their cancellation shall be posted on the municipal website 72 hours prior to the meeting time.

- The Police Services Board Agenda package for the November 20, 2018 meeting was prepared and circulated through email and published on the website on November 15, 2018 to allow for proper notice of the amendment to the regular meeting schedule
- Following a lengthy discussion, the Board membership noted that proper notice was provided for the November 20, 2018 Board meeting

9. New Business

- Chair advised that the December OAPSB Zone 5 meeting will be held on Tuesday, December 11, 2018 in Orangeville at 9:30 am
- Discussion on community representative position and term of Council and noted that member appointed by resolution of Council may continue to sit after the expiry of his or her office until the appointment of his or her successor and is eligible for reappointment
- Community Representative Mark Hartman noted that he would be willing to reapply to remain in this position
- Provincial Appointment – Jim Dietrich will be resigning as the Provincial Appointee after December 4, 2018 – interested candidates are encouraged to do so on line on the Ministry of Community Safety and Correctional Services website

10. Unfinished Business

- J. Fields provided an overview of the September OAPSB Zone 5 meeting – guest speaker spoke on Legalization of Cannabis

11. Date of Next Meeting

- Next regular meeting will be held at the South Huron Municipal Office on Tuesday, December 11, 2018 at 4:05 pm or sooner at the call of the Chair

12. Adjournment

Motion – 40/11/18

Moved by: **Mark Hartman**
 Seconded by: **Jim Dietrich**

“THAT the meeting be adjourned at 5:15 pm.”

Disposition: Carried

Chair – J. Dietrich

Recording Secretary – J. Fields

Date

SOUTH HURON POLICE SERVICES BOARD REPORT



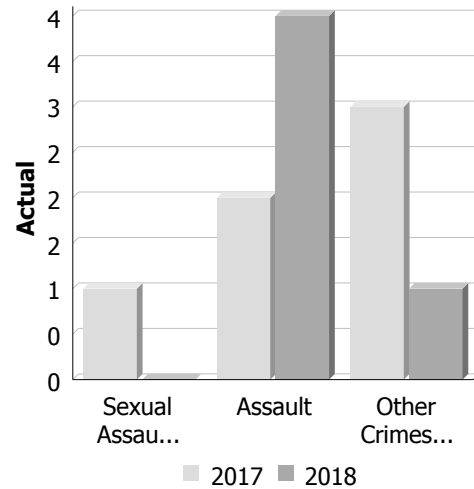
NOVEMBER 2018

Inspector Jason Younan – Detachment Commander

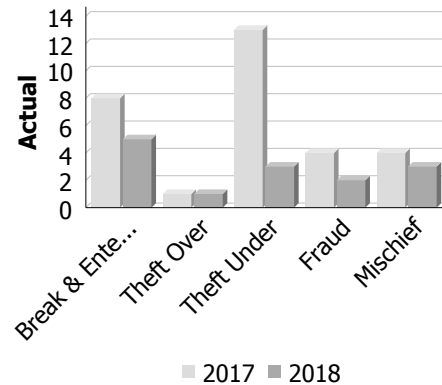
Police Services Board Report for South Huron
Records Management System
November - 2018

Violent Crime

Actual	November			Year to Date - November		
	2017	2018	% Change	2017	2018	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	0	-100.0%	9	13	44.4%
Assault	2	4	100.0%	35	37	5.7%
Abduction	0	0	--	0	1	--
Robbery	0	0	--	0	2	--
Other Crimes Against a Person	3	1	-66.7%	9	17	88.9%
Total	6	5	-16.7%	53	70	32.1%

**Property Crime**

Actual	November			Year to Date - November		
	2017	2018	% Change	2017	2018	% Change
Arson	0	0	--	0	0	--
Break & Enter	8	5	-37.5%	55	75	36.4%
Theft Over	1	1	0.0%	28	24	-14.3%
Theft Under	13	3	-76.9%	129	134	3.9%
Have Stolen Goods	0	0	--	6	5	-16.7%
Fraud	4	2	-50.0%	42	35	-16.7%
Mischief	4	3	-25.0%	80	55	-31.2%
Total	30	14	-53.3%	340	328	-3.5%

**Drug Crime**

Actual	November			Year to Date - November		
	2017	2018	% Change	2017	2018	% Change
Possession	0	0	--	9	6	-33.3%
Trafficking	0	0	--	1	1	0.0%
Importation and Production	0	0	--	0	1	--
Total	0	0	--	10	8	-20.0%



Detachment: 6G - HURON

Location code(s): 6G10 - EXETER

Area code(s): 6119 - Municipality of South Huron

Data source date:

2018/12/01

Report Generated by:

Sinko, David

Report Generated on:

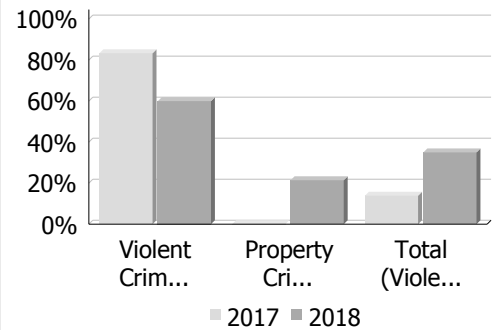
Dec 7, 2018 11:08:51 AM

PP-CSC-Operational Planning-4300

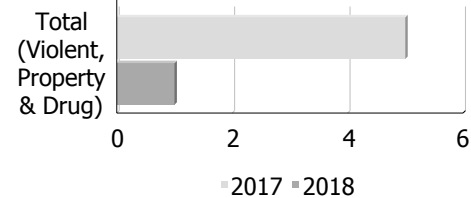
**Police Services Board Report for South Huron
Records Management System
November - 2018**

Clearance Rate

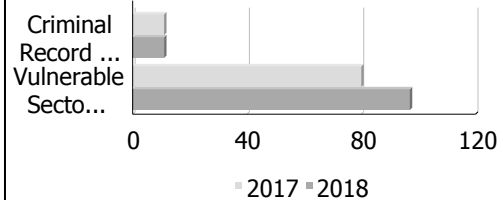
Clearance Rate	November			Year to Date - November		
	2017	2018	Difference	2017	2018	Difference
Violent Crime	83.3%	60.0%	-23.3%	88.7%	91.4%	2.8%
Property Crime	0.0%	21.4%	21.4%	18.8%	10.7%	-8.2%
Drug Crime	--	--	--	90.0%	75.0%	-15.0%
Total (Violent, Property & Drug)	13.9%	35.0%	21.1%	30.3%	27.5%	-2.8%

**Unfounded**

Unfounded	November			Year to Date - November		
	2017	2018	% Change	2017	2018	% Change
Total (Violent, Property & Drug)	5	1	-80.0%	64	60	-6.2%

**Criminal Record and Vulnerable Sector Screening Checks**

Actual	November			Year to Date - November		
	2017	2018	% Change	2017	2018	% Change
Criminal Record Checks	11	11	0.0%	127	180	41.7%
Vulnerable Sector Screening Checks	80	97	21.2%	665	896	34.7%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6G - HURON

Location code(s): 6G10 - EXETER

Area code(s): 6119 - Municipality of South Huron

Data source date:

2018/12/01

Report Generated by:

Sinko, David

Report Generated on:

Dec 7, 2018 11:08:51 AM

PP-CSC-Operational Planning-4300

SOUTH HURON PSB REPORT – TRAFFIC STATISTICS

Offence	November 2017	November 2018	% Change
Traffic Hazard	10	6	-40
Traffic Enforcement	7	1	-85.71
Traffic Complaint	30	12	-60
RIDE	11	5	-54.55
Other CC Drive	0	0	0
MVC Reportable	15	2	-86.67
MVC Non-Report.	3	5	66.67
Impaired/Over 80	0	1	100
Fail To Remain	0	0	0
Dangerous Operation	0	0	0
Total UCR Violations	57	28	-50.88

SOUTH HURON PSB REPORT – MEDIA RELEASES

November 26, 2018

HURON OPP REMINDS DRIVERS TO KEEP IT SOBER & SAFE

OPP Festive RIDE Campaign Now Underway

(HURON COUNTY, ON) - Huron County Ontario Provincial Police (OPP) officers are reminding drivers to keep it sober and safe as we head into the holiday season. Whether you have indulged in alcohol or some other intoxicating drug Huron County OPP officers will be on the lookout for drivers driving under the influence.

The annual Festive RIDE (Reduce Impaired Driving Everywhere) Campaign kicked off on Friday, November 23, 2018 and it will continue until January 2, 2019. Although we have come to expect RIDE checkpoints throughout the calendar year drivers can expect to see increased visibility and additional RIDE checkpoints during the next five weeks. Our Detachment goal is to keep impaired drivers off our roadways in an effort to reduce senseless injuries and deaths attributed to impaired driving.

Last year, Huron OPP officers conducted 242 RIDE checks during the campaign with five drivers being charged with Impaired Driving/Over 80 offences. Unfortunately it didn't take long for Huron OPP to arrest and charge its first impaired driver for the 2018 campaign. A 24-year-old male was charged with Over 80 following a single motor vehicle collision that took place last night in Ashfield-Colborne-Wawanosh.

The Ontario Provincial Police (OPP) is reminding drivers that they are as prepared to deal with drug-impaired drivers over the holidays as those who are alcohol-impaired. Whether it be the driver that is impaired by drugs or the driver that is impaired by alcohol, impaired driving is impaired driving and we have the tools to detect it.

So far this year, alcohol and/or drugs were a factor in the deaths of 39 people on OPP-patrolled roads.

From January 1 to mid-October 2018, the OPP laid more than 6,700 impaired driving charges across the province, 283 of which were impaired by drugs.

"Drivers who consume cannabis and think they can avoid detection by the OPP need to think again. The OPP has a strong set of tools and skills that enable them to take drug and alcohol-impaired drivers off our roads. Whether a person is driving under the influence of drugs or alcohol, impaired is impaired. Both forms are dangerous, serious criminal offences and they carry similar penalties."

- Interim Deputy Commissioner Rose DiMarco, Provincial Commander of Traffic Safety and Operational Support

"Make no mistake - just because recreational cannabis has been legalized doesn't mean you can drive while under the influence. Driving impaired - whether from drugs or alcohol - remains a serious criminal offence. I want to assure the public that police officers across the province have received the training they need to identify drug-impaired drivers and will continue to keep roads and highways safe."

- Sylvia Jones, Minister of Community Safety and Correctional Services

DID YOU KNOW?

The OPP's Standardized Field Sobriety Test-trained officers and Drug Recognition Experts have been in place for years and continue to prove effective in identifying drug-impaired drivers.

Novice, young (under 22) and commercial vehicle drivers cannot have any alcohol or drugs in their system while driving.

When transporting cannabis in a vehicle, it must be in its original package that has not been opened, or it can be packaged in baggage that is fastened closed or is not otherwise readily available to any person in the vehicle.

If you suspect that a person is driving or about to drive impaired by alcohol or drugs, you should call 9-1-1 to report them to police. Your call to police could save a life.

29-Nov-2018

MISCHIEF CHARGE LAID

(SOUTH HURON, ON) - A 41-year-old Exeter man is facing two criminal charges after he was arrested by police early yesterday morning.

On November 28, 2018 shortly before 1:45 a.m. Huron County Ontario Provincial Police (OPP) officers received information from a witness that had observed a suspicious male at an automotive dealership located on Main Street North in Exeter.

The witness was able to provide officers a detailed description of the male and within a few minutes officers located the male suspect nearby on Main Street. Police spoke with the male and as a result of further investigation officers determined the male had caused damage to a passenger side mirror on one of the pickup trucks in the dealership lot.

The male was placed under arrest and was taken into custody without incident. Samuel HANNA, 41 years of age from Exeter has been charged with Mischief and Fail to Comply with a Probation Order. He was later released from custody with a court appearance scheduled for December 20, 2018 at the Ontario Court of Justice - Goderich.

29-Nov-2018

LOCK IT OR LOSE IT CAMPAIGN 2018 KICKS OFF

Remove the Opportunity, Remove Those Valuables & Lock the Door

(HURON COUNTY, ON) - This week saw the annual kick off to the Ontario Association of Chiefs of Police's (OACP) "Lock it or Lose it" campaign. While the "Lock it or Lose it" message is certainly applicable all-year round, the holiday season marks a time in the year when the message should be heard loud and clear and practiced by all.

With the holiday shopping season now upon us, rest assured criminals will also be out this time of year looking for easy targets.

There are a number of ways to ensure that your purchases make it to the right person and do not end up stolen. Huron County Ontario Provincial Police (OPP) is encouraging citizens to "Lock It or Lose It". The "Lock It or Lose It" campaign is a crime prevention initiative that encourages drivers and passengers to take precautions to protect their vehicle and their vehicle contents from theft.

You can help protect your property and prevent theft by following these proven crime prevention tips:

- Always roll up your vehicle's windows, lock the doors and pocket the key.
- If you have a garage, use it and lock the door as well as your vehicle.
- Always park your vehicle in a well-lit area.
- Never leave valuable objects or packages in full view. Put them in the trunk.
- Never leave your vehicle unattended while it is running.

Crime prevention is everyone's responsibility so please do your part in making this year's holiday season a safe and memorable experience.

November 30, 2018

TOGETHER WE CAN DO IT!

Annual OPP "Stuff a Cruiser" Events Taking Place in December

(HURON COUNTY, ON) - 'Tis the season of joy and goodwill or at least it should be. However, for many in our communities, particularly those in need, the holiday season can become a stressful and very difficult time.

The Huron County Ontario Provincial Police (OPP) Auxiliary Unit & Huron OPP Youth Advisory Council recognize people are struggling to make ends meet at this time of the year so once again they are asking for your support with their highly successful annual "Stuff a Cruiser" food and toy drives.

"Our Huron OPP Auxiliary Unit is very proud to help support our communities with our annual "Stuff a Cruiser" food and toy drives. Year after year, the kindness and generosity demonstrated at our "Stuff a Cruiser" events is absolutely astounding. We all know the need is great in our communities, however the desire to give and help out is much greater, together we can all make a positive difference".

- Huron OPP Auxiliary Acting Staff Sergeant - Chris PATTERSON

Those wishing to make a donation may bring a new, unwrapped toy or unopened food item to any of the following OPP "Stuff a Cruiser" events.

- Zehr's Goderich on Saturday, December 1 between 10:00 a.m. - 2:00 p.m.
- Red Apple in Wingham on Saturday, December 8 between 9:00 a.m. - 2:00 p.m.
- Hansen's Independent Exeter on Sunday, December 16, 2:00 p.m. - 4:00 p.m.

All toys and foods collected will go to local families in need. The donations will be distributed through the Huron County Food Bank and the Salvation Army.

Huron County OPP is a very proud and strong supporter of this event. We look forward to seeing you at one of our upcoming events.



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	15	15.1	226.5	1	11	15.1	166.1
	Sexual Interference	0	4	15.1	60.4	0	1	15.1	15.1
	Invitation to Sexual Touching	0	1	15.1	15.1	0	0		0.0
	Assault With Weapon or Causing Bodily Harm-Level 2	1	5	15.1	75.5	0	11	15.1	166.1
	Assault-Level 1	3	40	15.1	604.0	2	31	15.1	468.1
	Forcible confinement	0	1	15.1	15.1	0	0		0.0
	Robbery -Master code	0	1	15.1	15.1	0	0		0.0
	Robbery - Other	0	1	15.1	15.1	0	0		0.0
	Extortion	0	0		0.0	1	1	15.1	15.1
	Criminal Harassment	2	8	15.1	120.8	1	17	15.1	256.7
	Criminal Harassment - Offender Unknown	0	1	15.1	15.1	0	0		0.0
	Indecent/Harassing Communications	0	3	15.1	45.3	0	1	15.1	15.1
	Utter Threats to Person	0	23	15.1	347.3	3	20	15.1	302.0
	Utter Threats to Person -Government Employee (non-police)	0	0		0.0	1	1	15.1	15.1
	Total	6	103	15.1	1,555.3	9	94	15.1	1,419.4
Property Crime Violations	Break & Enter	4	77	7.6	585.2	8	55	7.6	418.0
	Unlawful in a dwelling house	1	2	7.6	15.2	0	1	7.6	7.6
	Break & Enter - Firearms	0	0		0.0	0	3	7.6	22.8
	Theft Over - Farm Equipment	0	0		0.0	0	1	7.6	7.6
	Theft Over - Construction Site	0	0		0.0	0	1	7.6	7.6
	Theft Over - Building	0	1	7.6	7.6	0	0		0.0
	Theft Over - Trailers	0	0		0.0	0	1	7.6	7.6
	Theft Over - Other Theft	0	0		0.0	0	4	7.6	30.4
	Theft of - Mail	0	1	7.6	7.6	0	2	7.6	15.2
	Theft of Motor Vehicle	0	9	7.6	68.4	1	2	7.6	15.2
	Theft of - Automobile	0	7	7.6	53.2	0	5	7.6	38.0
	Theft of - Trucks	1	2	7.6	15.2	0	6	7.6	45.6
	Theft of - Motorcycles	0	0		0.0	0	3	7.6	22.8
	Theft of - All Terrain Vehicles	0	3	7.6	22.8	0	3	7.6	22.8



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft of - Farm Vehicles	0	0		0.0	0	1	7.6	7.6
	Theft of - Construction Vehicles	0	2	7.6	15.2	0	1	7.6	7.6
	Theft Under -master code	0	9	7.6	68.4	1	5	7.6	38.0
	Theft under - Farm Equipment	0	1	7.6	7.6	0	1	7.6	7.6
	Theft Under - Construction Site	0	0		0.0	0	1	7.6	7.6
	Theft under - Bicycles	0	14	7.6	106.4	1	12	7.6	91.2
	Theft under - Building	0	2	7.6	15.2	0	4	7.6	30.4
	Theft under - Persons	0	3	7.6	22.8	0	1	7.6	7.6
	Theft under - Trailers	0	2	7.6	15.2	0	0		0.0
	Theft under - Other Theft	3	37	7.6	281.2	1	30	7.6	228.0
	Theft Under - Gasoline Drive-off	0	9	7.6	68.4	1	7	7.6	53.2
	Theft FROM Motor Vehicle Under \$5,000	0	58	7.6	440.8	9	59	7.6	448.4
	Theft Under \$5,000 [SHOPLIFTING]	0	6	7.6	45.6	0	12	7.6	91.2
	Possession of Stolen Goods over \$5,000	0	2	7.6	15.2	0	2	7.6	15.2
	Possession of Stolen Goods under \$5,000	0	3	7.6	22.8	0	4	7.6	30.4
	Fraud -Master code	0	1	7.6	7.6	0	2	7.6	15.2
	Fraud - Steal/Forge/Poss./ Use Credit Card	0	2	7.6	15.2	0	2	7.6	15.2
	Fraud - False Pretence <= \$5,000	0	1	7.6	7.6	0	1	7.6	7.6
	Fraud - Forgery & Uttering	0	0		0.0	1	5	7.6	38.0
	Fraud -Money/ property/security > \$5,000	0	4	7.6	30.4	0	7	7.6	53.2
	Fraud -Money/ property/security <= \$5,000	2	22	7.6	167.2	1	12	7.6	91.2
	Fraud - Other	0	8	7.6	60.8	2	17	7.6	129.2
	Personation with Intent (fraud)	0	2	7.6	15.2	0	1	7.6	7.6
	Fraud - False Pretence > \$5,000	0	1	7.6	7.6	0	0		0.0
	Identity Fraud	0	1	7.6	7.6	0	1	7.6	7.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Mischief - master code	3	55	7.6	418.0	5	79	7.6	600.4
	Mischief [Graffiti - Non Gang Related]	0	1	7.6	7.6	0	2	7.6	15.2
	Interfere with lawful use, enjoyment of property	0	1	7.6	7.6	0	2	7.6	15.2
	Property Damage	1	3	7.6	22.8	0	2	7.6	15.2
	Total	15	352	7.6	2,675.2	31	360	7.6	2,736.0
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Explosives	0	1	7.6	7.6	0	0		0.0
	Offensive Weapons-Possession of Weapons	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Prohibited	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Other Offensive Weapons	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Other Weapons Offences	0	2	7.6	15.2	0	0		0.0
	Bail Violations - Fail To Comply	2	15	7.6	114.0	0	13	7.6	98.8
	Bail Violations - Fail To Appear	0	3	7.6	22.8	0	0		0.0
	Bail Violations - Appearance Notice	0	0		0.0	0	4	7.6	30.4
	Bail Violations - Others	0	2	7.6	15.2	0	0		0.0
	Bail Violations - Disobey Summons	0	0		0.0	0	1	7.6	7.6
	Bail Violations - Recognizance	0	1	7.6	7.6	0	1	7.6	7.6
	Possession Of Counterfeit Money	0	0		0.0	0	1	7.6	7.6
	Uttering Counterfeit Money	0	0		0.0	0	2	7.6	15.2
	Counterfeit Money - Others	0	2	7.6	15.2	0	5	7.6	38.0
	Disturb the Peace	1	8	7.6	60.8	1	6	7.6	45.6
	Indecent acts -Master code	0	0		0.0	0	1	7.6	7.6
	Indecent acts - exposure to person under 14	0	0		0.0	0	1	7.6	7.6
	Child Pornography - Master code	0	0		0.0	0	1	7.6	7.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

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		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Child Pornography - Making or distributing	0	1	7.6	7.6	0	2	7.6	15.2
	Public Morals	0	0		0.0	0	2	7.6	15.2
	Obstruct Public Peace Officer	0	1	7.6	7.6	0	1	7.6	7.6
	Trespass at Night	0	0		0.0	1	5	7.6	38.0
	Fail to Attend Court	1	6	7.6	45.6	2	3	7.6	22.8
	Breach of Probation	2	14	7.6	106.4	3	25	7.6	190.0
	Offensive Weapons- Careless use of firearms	0	1	7.6	7.6	0	1	7.6	7.6
	Public mischief - mislead peace officer	1	1	7.6	7.6	0	1	7.6	7.6
	Common nuisance	0	0		0.0	0	1	7.6	7.6
	Libel - Defamatory	0	0		0.0	0	1	7.6	7.6
	Total	7	58	7.6	440.8	7	81	7.6	615.6
Drug Possession	Possession Other Controlled Drugs and Substance Act	0	1	6.2	6.2	0	5	6.2	31.0
	Possession Cannabis	0	3	6.2	18.6	0	3	6.2	18.6
	Possession - Methamphetamine (Crystal Meth)	0	3	6.2	18.6	0	2	6.2	12.4
	Possession û Opioid (other than heroin)	0	1	6.2	6.2	0	0		0.0
	Drug related occurrence	0	12	6.2	74.4	0	3	6.2	18.6
	Total	0	20	6.2	124.0	0	13	6.2	80.6
Drugs	Trafficking Other Controlled Drugs and Substance Act	0	1	33.9	33.9	0	0		0.0
	Trafficking - Methamphetamine (Crystal Meth)	0	0		0.0	0	1	33.9	33.9
	Trafficking û Opioid (other than heroin)	0	1	33.9	33.9	0	0		0.0
	Production Cannabis (Marihuana) (Cultivation)	0	1	33.9	33.9	0	0		0.0
	Total	0	3	33.9	101.7	0	1	33.9	33.9
Statutes & Acts	Landlord/Tenant	0	14	3.1	43.4	4	16	3.1	49.6
	Mental Health Act	4	56	3.1	173.6	4	25	3.1	77.5
	Mental Health Act - No contact with Police	0	14	3.1	43.4	0	5	3.1	15.5
	Mental Health Act - Attempt Suicide	0	12	3.1	37.2	1	10	3.1	31.0



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

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		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act û Threat of Suicide	1	20	3.1	62.0	1	12	3.1	37.2
	Mental Health Act - Voluntary Transport	0	6	3.1	18.6	0	5	3.1	15.5
	Mental Health Act - Placed on Form	1	8	3.1	24.8	1	8	3.1	24.8
	Custody Dispute	0	0		0.0	0	1	3.1	3.1
	Trespass To Property Act	1	23	3.1	71.3	2	20	3.1	62.0
	Total	7	153	3.1	474.3	13	102	3.1	316.2
Operational	Animal -Master code	0	1	3.4	3.4	0	2	3.4	6.8
	Animal - Bear Complaint	0	2	3.4	6.8	0	0		0.0
	Animal - Left in Vehicle	0	6	3.4	20.4	0	3	3.4	10.2
	Animal Rabid	0	13	3.4	44.2	0	1	3.4	3.4
	Animal Bite	0	0		0.0	0	3	3.4	10.2
	Animal Stray	0	5	3.4	17.0	0	4	3.4	13.6
	Animal Injured	0	5	3.4	17.0	0	5	3.4	17.0
	Animal - Other	1	34	3.4	115.6	2	15	3.4	51.0
	Animal - Dog Owners Liability Act	0	3	3.4	10.2	0	0		0.0
	Alarm -Master code	1	5	3.4	17.0	0	3	3.4	10.2
	Alarm -Others	0	12	3.4	40.8	2	11	3.4	37.4
	Domestic Disturbance	2	93	3.4	316.2	3	56	3.4	190.4
	Suspicious Person	4	105	3.4	357.0	11	137	3.4	465.8
	Phone -Master code	0	1	3.4	3.4	0	1	3.4	3.4
	Phone -Nuisance - No Charges Laid	0	6	3.4	20.4	1	6	3.4	20.4
	Phone -Threatening - No Charges Laid	0	0		0.0	0	1	3.4	3.4
	Phone -Other - No Charges Laid	0	3	3.4	10.2	0	3	3.4	10.2
	Text-related Incident (Texting)	0	0		0.0	0	1	3.4	3.4
	False Fire Alarm - Building	0	0		0.0	0	1	3.4	3.4
	Fire - Building	0	7	3.4	23.8	0	2	3.4	6.8
	Fire - Vehicle	0	1	3.4	3.4	0	6	3.4	20.4
	Fire - Other	0	5	3.4	17.0	0	3	3.4	10.2
	Insecure Condition - Master code	0	0		0.0	0	1	3.4	3.4
	Insecure Condition - Building	0	3	3.4	10.2	0	4	3.4	13.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Missing Person under 12	0	2	3.4	6.8	1	2	3.4	6.8
	Missing Person 12 & older	0	5	3.4	17.0	0	7	3.4	23.8
	Missing Person Located Under 12	0	3	3.4	10.2	0	1	3.4	3.4
	Missing Person Located 12 & older	0	9	3.4	30.6	0	1	3.4	3.4
	Noise Complaint - Master code	0	5	3.4	17.0	1	1	3.4	3.4
	Noise Complaint - Vehicle	0	21	3.4	71.4	0	2	3.4	6.8
	Noise Complaint - Residence	1	63	3.4	214.2	1	31	3.4	105.4
	Noise Complaint - Business	0	2	3.4	6.8	0	0		0.0
	Noise Complaint - Animal	0	1	3.4	3.4	0	3	3.4	10.2
	Noise Complaint - Others	0	10	3.4	34.0	0	7	3.4	23.8
	Accident - non-MVC - Industrial	1	2	3.4	6.8	0	1	3.4	3.4
	Accident - non-MVC - Commercial	0	0		0.0	0	1	3.4	3.4
	Accident - non-MVC - Residential	0	1	3.4	3.4	0	0		0.0
	Accident -non MVC - Others	0	1	3.4	3.4	0	0		0.0
	Found Property - Master code	0	15	3.4	51.0	0	14	3.4	47.6
	Found - License Plate	0	1	3.4	3.4	0	1	3.4	3.4
	Found - Vehicle Accessories	0	2	3.4	6.8	0	0		0.0
	Found-Personal Accessories	0	13	3.4	44.2	2	20	3.4	68.0
	Found-Household Property	0	3	3.4	10.2	0	2	3.4	6.8
	Found-Office Machines & Equipment	0	0		0.0	1	1	3.4	3.4
	Found-Radio,TV,Sound-Reprod. Equip.	0	3	3.4	10.2	0	0		0.0
	Found-Sporting Goods, Hobby Equip.	0	0		0.0	0	1	3.4	3.4
	Found-Machinery & Tools	1	3	3.4	10.2	0	2	3.4	6.8
	Found-Bicycles	1	13	3.4	44.2	1	19	3.4	64.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Others	0	9	3.4	30.6	1	11	3.4	37.4
	Lost Property -Master code	0	5	3.4	17.0	0	6	3.4	20.4
	Lost License Plate	0	2	3.4	6.8	0	3	3.4	10.2
	Lost - Vehicle Accessories	0	0		0.0	1	1	3.4	3.4
	Lost-Personal Accessories	0	6	3.4	20.4	0	8	3.4	27.2
	Lost-Jewellery	0	1	3.4	3.4	0	0		0.0
	Lost-Others	0	5	3.4	17.0	0	0		0.0
	Sudden Death - Accidental	0	1	3.4	3.4	0	0		0.0
	Sudden Death - Drowning	0	2	3.4	6.8	0	0		0.0
	Sudden Death - Suicide	0	0		0.0	0	2	3.4	6.8
	Sudden Death - Natural Causes	0	8	3.4	27.2	1	10	3.4	34.0
	Sudden Death - Others	0	1	3.4	3.4	0	1	3.4	3.4
	Suspicious Vehicle	1	40	3.4	136.0	7	41	3.4	139.4
	Trouble with Youth	0	22	3.4	74.8	2	14	3.4	47.6
	Medical Assistance - Master code	0	2	3.4	6.8	0	1	3.4	3.4
	Medical Assistance - Other	0	11	3.4	37.4	0	3	3.4	10.2
	Vehicle Recovered - Automobile	0	7	3.4	23.8	0	3	3.4	10.2
	Vehicle Recovered - Trucks	0	2	3.4	6.8	0	1	3.4	3.4
	Vehicle Recovered - Motorcycles	0	1	3.4	3.4	0	0		0.0
	Vehicle Recovered - All Terrain Veh	0	2	3.4	6.8	0	2	3.4	6.8
	Vehicle Recovered - Farm Vehicles	0	2	3.4	6.8	0	1	3.4	3.4
	Vehicle Recovered - Constr. Vehicle	0	1	3.4	3.4	0	0		0.0
	Vehicle Recovered - Other	0	1	3.4	3.4	0	1	3.4	3.4
	Unwanted Persons	0	17	3.4	57.8	1	13	3.4	44.2
	Neighbour Dispute	4	57	3.4	193.8	0	53	3.4	180.2
	Noise By-Law	0	1	3.4	3.4	0	1	3.4	3.4
	Firearms (Discharge) By-Law	1	1	3.4	3.4	0	1	3.4	3.4



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Other Municipal By-Laws	0	19	3.4	64.6	1	7	3.4	23.8
	Traffic By-Law	0	2	3.4	6.8	0	3	3.4	10.2
	Salvage Shop By-Law	0	1	3.4	3.4	0	0		0.0
	Assist Fire Department	0	0		0.0	1	5	3.4	17.0
	Assist Public	7	242	3.4	822.8	22	196	3.4	666.4
	Compassionate Message	0	0		0.0	0	2	3.4	6.8
	Family Dispute	9	40	3.4	136.0	3	54	3.4	183.6
	Suspicious Package	0	0		0.0	0	1	3.4	3.4
	Total	34	999	3.4	3,396.6	66	831	3.4	2,825.4
Operational2	False Alarm-Accidental Trip	3	32	1.2	38.4	5	43	1.2	51.6
	False Alarm-Malfunction	1	30	1.2	36.0	7	51	1.2	61.2
	False Holdup Alarm-Malfunction	1	2	1.2	2.4	0	1	1.2	1.2
	False Alarm -Others	0	33	1.2	39.6	2	31	1.2	37.2
	False Alarm - Cancelled	2	43	1.2	51.6	2	34	1.2	40.8
	Keep the Peace	2	22	1.2	26.4	1	16	1.2	19.2
	911 call / 911 hang up	5	182	1.2	218.4	18	119	1.2	142.8
	911 hang up - Pocket Dial	0	26	1.2	31.2	2	26	1.2	31.2
	911 call - Dropped Cell	0	19	1.2	22.8	0	16	1.2	19.2
	Total	14	389	1.2	466.8	37	337	1.2	404.4
Traffic	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	1	9	3.4	30.6	0	5	3.4	17.0
	MVC - Prop. Dam. Non Reportable	4	47	3.4	159.8	2	41	3.4	139.4
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	1	32	3.4	108.8	8	41	3.4	139.4
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	0	6	3.4	20.4	0	12	3.4	40.8
	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	1	3.4	3.4	0	0		0.0
	MVC - Others (MOTOR VEHICLE COLLISION)	0	2	3.4	6.8	1	1	3.4	3.4
	Total	6	97	3.4	329.8	11	100	3.4	340.0



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron November - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)	2018				2017			
	November	Year to Date	Time Standard	Year To Date Weighted Hours	November	Year to Date	Time Standard	Year To Date Weighted Hours
Total	89	2,174		9,564.5	174	1,919		8,771.5

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2017 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.

SOUTH HURON POLICE SERVICES BOARD REPORT



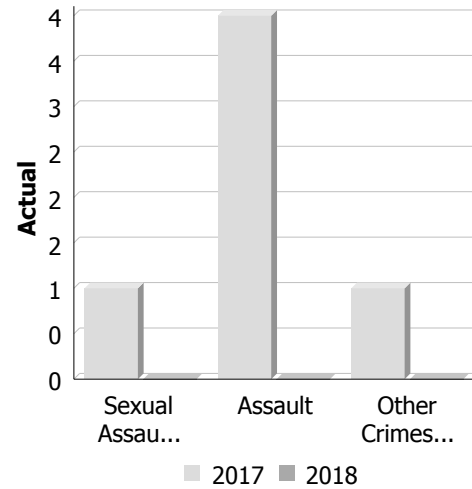
DECEMBER 2018

Inspector Jason Younan – Detachment Commander

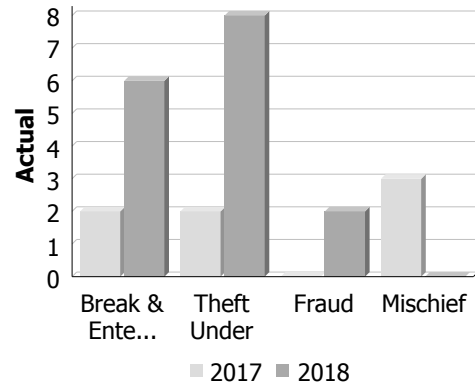
Police Services Board Report for South Huron
Records Management System
December - 2018

Violent Crime

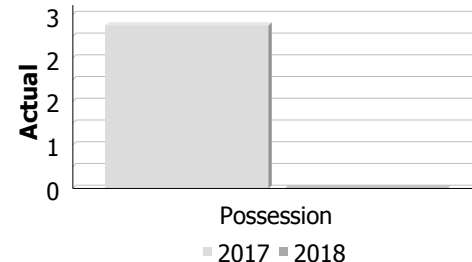
Actual	December			Year to Date - December		
	2017	2018	% Change	2017	2018	% Change
Murder	0	0	--	0	0	--
Other Offences Causing Death	0	0	--	0	0	--
Attempted Murder	0	0	--	0	0	--
Sexual Assault	1	0	-100.0%	10	13	30.0%
Assault	4	0	-100.0%	39	37	-5.1%
Abduction	0	0	--	0	1	--
Robbery	0	0	--	0	2	--
Other Crimes Against a Person	1	0	-100.0%	10	19	90.0%
Total	6	0	-100.0%	59	72	22.0%

**Property Crime**

Actual	December			Year to Date - December		
	2017	2018	% Change	2017	2018	% Change
Arson	0	0	--	0	0	--
Break & Enter	2	6	200.0%	57	81	42.1%
Theft Over	0	0	--	28	26	-7.1%
Theft Under	2	8	300.0%	131	146	11.5%
Have Stolen Goods	0	0	--	6	5	-16.7%
Fraud	0	2	--	42	37	-11.9%
Mischief	3	0	-100.0%	83	55	-33.7%
Total	7	16	128.6%	347	350	0.9%

**Drug Crime**

Actual	December			Year to Date - December		
	2017	2018	% Change	2017	2018	% Change
Possession	3	0	-100.0%	12	6	-50.0%
Trafficking	0	0	--	1	1	0.0%
Importation and Production	0	0	--	0	1	--
Total	3	0	-100.0%	13	8	-38.5%



Detachment: 6G - HURON

Location code(s): 6G10 - EXETER

Area code(s): 6119 - Municipality of South Huron

Data source date:

2019/01/05

Report Generated by:

Sinko, David

Report Generated on:

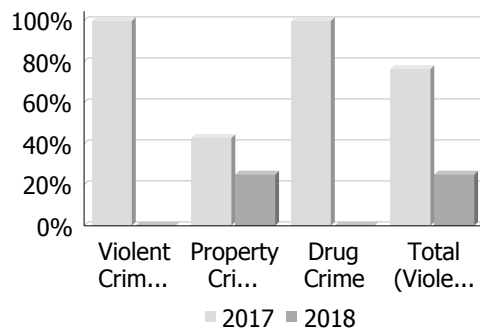
Jan 7, 2019 11:16:43 AM

PP-CSC-Operational Planning-4300

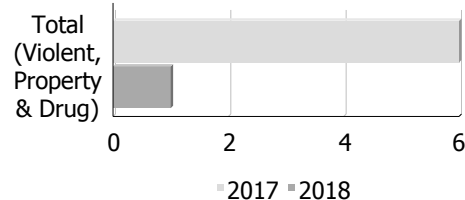
Police Services Board Report for South Huron
Records Management System
December - 2018

Clearance Rate

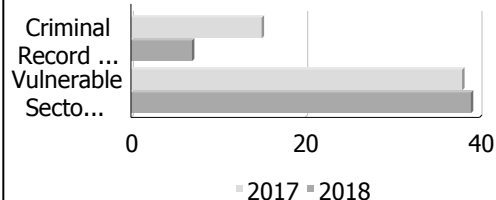
Clearance Rate	December			Year to Date - December		
	2017	2018	Difference	2017	2018	Difference
Violent Crime	100.0%	--	--	89.8%	88.9%	-0.9%
Property Crime	42.9%	25.0%	-17.9%	19.3%	11.1%	-8.2%
Drug Crime	100.0%	--	--	92.3%	75.0%	-17.3%
Total (Violent, Property & Drug)	76.5%	25.0%	-51.5%	32.2%	26.9%	-5.3%

**Unfounded**

Unfounded	December			Year to Date - December		
	2017	2018	% Change	2017	2018	% Change
Total (Violent, Property & Drug)	6	1	-83.3%	70	64	-8.6%

**Criminal Record and Vulnerable Sector Screening Checks**

Actual	December			Year to Date - December		
	2017	2018	% Change	2017	2018	% Change
Criminal Record Checks	15	7	-53.3%	142	187	31.7%
Vulnerable Sector Screening Checks	38	39	2.6%	703	935	33.0%



Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continue to investigate and solve crime.

Data Utilized

- Major Crimes
- Niche RMS All Offence Level Business Intelligence Cube

Detachment: 6G - HURON

Location code(s): 6G10 - EXETER

Area code(s): 6119 - Municipality of South Huron

Data source date:
2019/01/05

Report Generated by:
Sinko, David

Report Generated on:
Jan 7, 2019 11:16:43 AM
PP-CSC-Operational Planning-4300

SOUTH HURON PSB REPORT – TRAFFIC STATISTICS

Offence	December 2017	December 2018	% Change
Traffic Hazard	8	12	50
Traffic Enforcement	6	6	0
Traffic Complaint	21	24	14.29
RIDE	38	24	-36.84
Other CC Drive	0	0	0
MVC Reportable	12	7	-41.67
MVC Non-Report.	9	4	-55.56
Impaired/Over 80	1	0	-100
Fail To Remain	0	0	0
Dangerous Operation	1	1	0
Total UCR Violations	81	60	-25.93

SOUTH HURON PSB REPORT – MEDIA RELEASES

December 11, 2018

COPPER WIRE THIEVES ARRESTED

(SOUTH HURON, ON) - A trio of copper wire thieves is facing criminal charges following arrests made this past weekend by Huron County Ontario Provincial Police (OPP).

At approximately 2:18 a.m. on Sunday, December 9, 2018 Huron County OPP officers were dispatched to attend a Hydro One substation located on Richmond Street south of Centralia after receiving an alarm notification.

Upon arrival officers found a suspect vehicle on scene, a hole cut into the compound fence and a pile of copper wire lying outside the compound. A quick thinking officer followed the fresh tracks in the snow and by doing so he was able to track down one of the suspects that had fled the scene. OPP West Region Emergency Response Team (ERT) & Canine also responded to the scene to assist with the search for additional suspects. As a result of a successful canine track, two additional male suspects were taken into custody by Huron OPP members.

Dan ARBO, 38 years of age from Bluewater; Brock WEISS, 39 years of age from Bluewater and 39-year-old Dennis ENGLAND from South Huron are all facing the following charges:

- Break, Enter and Commit Indictable Offence
- Mischief Under \$5,000
- Possession of Break-in Instruments

All three have been released from custody with a court appearance scheduled for January 24, 2019 at the Ontario Court of Justice - Exeter.

11-Dec-2018

FROZEN FOOD STOLEN FROM RESTAURANT

(SOUTH HURON, ON) - Huron County Ontario Provincial Police (OPP) officers continue to investigate a recent break, enter and theft of food from a restaurant located in Dashwood.

Sometime between 7:30 p.m. on December 2, 2018 and 7:00 a.m. on December 3, 2018 someone forced entry into the restaurant located on Main Street by smashing out a window. Once inside the premise the thief stole a quantity of frozen food.

The dollar value of the stolen property has not been determined.

Any person with information regarding this crime is asked to contact Huron OPP at 1-888-310-1122 or (519) 524-8314.

Should you wish to remain anonymous, you may call Crime Stoppers at 1-800-222-TIPS (8477), where you may be eligible to receive a cash reward of up to \$2,000.

13-Dec-2018

ONLINE THREATS RECEIVED THROUGHOUT REGION UNDER INVESTIGATION

(WEST REGION, ON) - Members of the Ontario Provincial Police (OPP) throughout West Region have responded to multiple occurrences involving online messages sent to businesses, organizations and government offices on Wednesday, December 13, 2018.

At this time, the threats contained within the messages appear to be unfounded, and similar reports have been received in other areas of the province and the United States. The situation continues to be monitored and investigations are underway.

OPP are reminding everyone to remain vigilant whether online or out in the community. Never provide personal information or access to your computer or devices. Do not respond to demands. Report all suspicious activity immediately to police by calling 1-888-310-1122.

Contact: Sergeant Laura Brown

Email: lauralee.brown@opp.ca

Phone: 519-652-4100 x 4156

December 20, 2018

TOGETHER WE CAN DO IT!
Annual OPP "Stuff a Cruiser" Events - A Huge Success

(HURON COUNTY, ON) - Wow! The Huron County Ontario Provincial Police (OPP) Auxiliary Unit asked for some help from the community and boy did they get it. The annual "Stuff a Cruiser" events held throughout Huron County this past month were an absolute success.

"We are absolutely thrilled with the results from this year's food & toy drives. We asked for some help stuffing our cruisers with toys and food and that's exactly what happened. It is very heartwarming to see the community come together and donate to this important cause. On behalf of our Huron OPP Auxiliary Unit, I would like to sincerely thank the businesses that hosted us and all those that donated to our successful campaign, your generous donations will help many struggling families."

- Huron OPP Auxiliary Acting Staff Sergeant - Chris PATTERSON

The Zehr's Goderich event held on December 1st brought in a total of \$350 in cash donations along with over 1,000 pounds of food items. The Red Apple Toy drive in Wingham saw nearly \$900 worth of toys donated and the Exeter Hansen's Independent event on December 14th collected \$160 in cash and over 1,000 pounds of donated food items.

All the collected cash, toys and foods items have been distributed to the Huron County Food Bank and the Salvation Army for distribution.

Huron County OPP along with the Huron County OPP Auxiliary Unit would like to thank the community for their ongoing support with this annual campaign. Your support is greatly appreciated.





Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Violent Criminal Code	Sexual Assault	0	15	15.1	226.5	1	12	15.1	181.2
	Sexual Interference	0	4	15.1	60.4	0	1	15.1	15.1
	Invitation to Sexual Touching	0	1	15.1	15.1	0	0		0.0
	Assault With Weapon or Causing Bodily Harm-Level 2	0	5	15.1	75.5	0	11	15.1	166.1
	Assault-Level 1	0	40	15.1	604.0	4	35	15.1	528.5
	Forcible confinement	0	1	15.1	15.1	0	0		0.0
	Robbery -Master code	0	1	15.1	15.1	0	0		0.0
	Robbery - Other	0	1	15.1	15.1	0	0		0.0
	Extortion	0	0		0.0	0	1	15.1	15.1
	Criminal Harassment	0	9	15.1	135.9	2	19	15.1	286.9
	Criminal Harassment - Offender Unknown	0	1	15.1	15.1	0	0		0.0
	Indecent/Harassing Communications	0	3	15.1	45.3	0	1	15.1	15.1
	Utter Threats -Master code	0	1	15.1	15.1	0	0		0.0
	Utter Threats to Person	0	24	15.1	362.4	0	20	15.1	302.0
	Utter Threats to Person -Government Employee (non-police)	0	0		0.0	0	1	15.1	15.1
	Total	0	106	15.1	1,600.6	7	101	15.1	1,525.1
Property Crime Violations	Break & Enter	7	84	7.6	638.4	5	60	7.6	456.0
	Unlawful in a dwelling house	0	2	7.6	15.2	0	1	7.6	7.6
	Break & Enter - Firearms	0	0		0.0	0	3	7.6	22.8
	Theft Over - Farm Equipment	0	0		0.0	0	1	7.6	7.6
	Theft Over - Construction Site	0	0		0.0	0	1	7.6	7.6
	Theft Over - Building	0	1	7.6	7.6	0	0		0.0
	Theft Over - Trailers	0	0		0.0	0	1	7.6	7.6
	Theft Over - Other Theft	0	1	7.6	7.6	0	4	7.6	30.4
	Theft of - Mail	0	1	7.6	7.6	0	2	7.6	15.2
	Theft of Motor Vehicle	0	9	7.6	68.4	0	2	7.6	15.2
	Theft of - Automobile	0	7	7.6	53.2	0	5	7.6	38.0
	Theft of - Trucks	0	2	7.6	15.2	0	6	7.6	45.6
	Theft of - Motorcycles	0	0		0.0	0	3	7.6	22.8



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Theft of - All Terrain Vehicles	0	3	7.6	22.8	0	3	7.6	22.8
	Theft of - Farm Vehicles	0	1	7.6	7.6	0	1	7.6	7.6
	Theft of - Construction Vehicles	0	2	7.6	15.2	0	1	7.6	7.6
	Theft Under -master code	1	11	7.6	83.6	1	6	7.6	45.6
	Theft under - Farm Equipment	0	1	7.6	7.6	0	1	7.6	7.6
	Theft Under - Construction Site	0	0		0.0	0	1	7.6	7.6
	Theft under - Bicycles	0	15	7.6	114.0	1	13	7.6	98.8
	Theft under - Building	0	2	7.6	15.2	0	4	7.6	30.4
	Theft under - Persons	1	5	7.6	38.0	0	1	7.6	7.6
	Theft under - Trailers	0	2	7.6	15.2	0	0		0.0
	Theft under - Other Theft	1	37	7.6	281.2	2	32	7.6	243.2
	Theft Under - Gasoline Drive-off	1	10	7.6	76.0	0	7	7.6	53.2
	Theft FROM Motor Vehicle Under \$5,000	3	64	7.6	486.4	0	59	7.6	448.4
	Theft Under \$5,000 [SHOPLIFTING]	1	7	7.6	53.2	0	12	7.6	91.2
	Possession of Stolen Goods over \$5,000	0	2	7.6	15.2	0	2	7.6	15.2
	Possession of Stolen Goods under \$5,000	0	3	7.6	22.8	0	4	7.6	30.4
	Fraud -Master code	0	1	7.6	7.6	0	2	7.6	15.2
	Fraud - Steal/Forge/Poss./ Use Credit Card	0	2	7.6	15.2	0	2	7.6	15.2
	Fraud - False Pretence <= \$5,000	0	1	7.6	7.6	0	1	7.6	7.6
	Fraud - Forgery & Uttering	1	1	7.6	7.6	0	5	7.6	38.0
	Fraud - Fraud through mails	1	1	7.6	7.6	0	0		0.0
	Fraud -Money/ property/security > \$5,000	0	4	7.6	30.4	0	7	7.6	53.2
	Fraud -Money/ property/security <= \$5,000	0	22	7.6	167.2	0	12	7.6	91.2
	Fraud - Other	0	8	7.6	60.8	0	17	7.6	129.2
	Personation with Intent (fraud)	0	2	7.6	15.2	0	1	7.6	7.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Property Crime Violations	Fraud - False Pretence > \$5,000	0	1	7.6	7.6	0	0		0.0
	Identity Fraud	0	1	7.6	7.6	0	1	7.6	7.6
	Mischief - master code	0	56	7.6	425.6	2	81	7.6	615.6
	Mischief [Graffiti - Non Gang Related]	0	1	7.6	7.6	0	2	7.6	15.2
	Interfere with lawful use, enjoyment of property	0	1	7.6	7.6	1	3	7.6	22.8
	Property Damage	0	3	7.6	22.8	0	2	7.6	15.2
	Total	17	377	7.6	2,865.2	12	372	7.6	2,827.2
Other Criminal Code Violations (Excluding traffic)	Offensive Weapons-Explosives	0	1	7.6	7.6	1	1	7.6	7.6
	Offensive Weapons-Possession of Weapons	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Prohibited	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Other Offensive Weapons	0	0		0.0	0	1	7.6	7.6
	Offensive Weapons-Other Weapons Offences	0	2	7.6	15.2	0	0		0.0
	Bail Violations - Fail To Comply	0	16	7.6	121.6	4	17	7.6	129.2
	Bail Violations - Fail To Appear	0	3	7.6	22.8	0	0		0.0
	Bail Violations - Appearance Notice	0	0		0.0	0	4	7.6	30.4
	Bail Violations - Others	0	3	7.6	22.8	0	0		0.0
	Bail Violations - Disobey Summons	0	0		0.0	0	1	7.6	7.6
	Bail Violations - Recognizance	0	1	7.6	7.6	0	1	7.6	7.6
	Possession Of Counterfeit Money	0	0		0.0	0	1	7.6	7.6
	Uttering Counterfeit Money	0	0		0.0	0	2	7.6	15.2
	Counterfeit Money - Others	0	2	7.6	15.2	0	5	7.6	38.0
	Disturb the Peace	1	10	7.6	76.0	0	6	7.6	45.6
	Indecent acts -Master code	0	0		0.0	0	1	7.6	7.6
	Indecent acts - exposure to person under 14	0	0		0.0	0	1	7.6	7.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Other Criminal Code Violations (Excluding traffic)	Child Pornography - Master code	0	0		0.0	0	1	7.6	7.6
	Child Pornography - Making or distributing	1	2	7.6	15.2	0	2	7.6	15.2
	Public Morals	0	0		0.0	0	2	7.6	15.2
	Obstruct Public Peace Officer	0	1	7.6	7.6	0	1	7.6	7.6
	Trespass at Night	0	0		0.0	0	5	7.6	38.0
	Fail to Attend Court	3	11	7.6	83.6	0	3	7.6	22.8
	Breach of Probation	0	14	7.6	106.4	3	28	7.6	212.8
	Offensive Weapons- Careless use of firearms	0	1	7.6	7.6	0	1	7.6	7.6
	Public mischief - mislead peace officer	0	1	7.6	7.6	0	1	7.6	7.6
	Common nuisance	0	0		0.0	0	1	7.6	7.6
	Libel - Defamatory	0	0		0.0	0	1	7.6	7.6
	Total	5	68	7.6	516.8	8	89	7.6	676.4
Drug Possession	Possession Other Controlled Drugs and Substance Act	0	1	6.2	6.2	1	6	6.2	37.2
	Possession Cannabis	0	3	6.2	18.6	2	5	6.2	31.0
	Possession - Methamphetamine (Crystal Meth)	0	3	6.2	18.6	0	2	6.2	12.4
	Possession û Opioid (other than heroin)	0	1	6.2	6.2	0	0		0.0
	Drug related occurrence	0	13	6.2	80.6	3	6	6.2	37.2
	Overdose	0	1	6.2	6.2	0	0		0.0
	Total	0	22	6.2	136.4	6	19	6.2	117.8
Drugs	Trafficking Other Controlled Drugs and Substance Act	0	1	33.9	33.9	0	0		0.0
	Trafficking - Methamphetamine (Crystal Meth)	0	0		0.0	0	1	33.9	33.9
	Trafficking û Opioid (other than heroin)	0	1	33.9	33.9	0	0		0.0
	Production Cannabis (Marihuana) (Cultivation)	0	1	33.9	33.9	0	0		0.0
	Total	0	3	33.9	101.7	0	1	33.9	33.9
Statutes & Acts	Landlord/Tenant	0	14	3.1	43.4	0	16	3.1	49.6
	Mental Health Act	5	63	3.1	195.3	3	28	3.1	86.8
	Mental Health Act - No contact with Police	0	15	3.1	46.5	1	6	3.1	18.6



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Statutes & Acts	Mental Health Act - Attempt Suicide	0	12	3.1	37.2	1	11	3.1	34.1
	Mental Health Act - Threat of Suicide	2	22	3.1	68.2	4	16	3.1	49.6
	Mental Health Act - Voluntary Transport	3	9	3.1	27.9	0	5	3.1	15.5
	Mental Health Act - Placed on Form	0	8	3.1	24.8	1	9	3.1	27.9
	Custody Dispute	0	0		0.0	0	1	3.1	3.1
	Trespass To Property Act	2	26	3.1	80.6	2	22	3.1	68.2
	Total	12	169	3.1	523.9	12	114	3.1	353.4
Operational	Animal -Master code	0	1	3.4	3.4	0	2	3.4	6.8
	Animal - Bear Complaint	0	2	3.4	6.8	0	0		0.0
	Animal - Left in Vehicle	0	6	3.4	20.4	0	3	3.4	10.2
	Animal Rabid	0	13	3.4	44.2	0	1	3.4	3.4
	Animal Bite	0	0		0.0	0	3	3.4	10.2
	Animal Stray	0	6	3.4	20.4	0	4	3.4	13.6
	Animal Injured	1	6	3.4	20.4	0	5	3.4	17.0
	Animal - Other	3	38	3.4	129.2	0	15	3.4	51.0
	Animal - Dog Owners Liability Act	0	3	3.4	10.2	0	0		0.0
	Alarm -Master code	0	3	3.4	10.2	0	3	3.4	10.2
	Alarm -Others	0	13	3.4	44.2	3	14	3.4	47.6
	Domestic Disturbance	3	95	3.4	323.0	2	58	3.4	197.2
	Suspicious Person	5	118	3.4	401.2	8	145	3.4	493.0
	Phone -Master code	0	1	3.4	3.4	0	1	3.4	3.4
	Phone -Nuisance - No Charges Laid	0	6	3.4	20.4	1	7	3.4	23.8
	Phone -Threatening - No Charges Laid	0	0		0.0	0	1	3.4	3.4
	Phone -Other - No Charges Laid	0	4	3.4	13.6	1	4	3.4	13.6
	Text-related Incident (Texting)	1	1	3.4	3.4	0	1	3.4	3.4
	False Fire Alarm - Building	0	0		0.0	0	1	3.4	3.4
	Fire - Building	0	7	3.4	23.8	3	5	3.4	17.0
	Fire - Vehicle	0	1	3.4	3.4	0	6	3.4	20.4
	Fire - Other	0	5	3.4	17.0	0	3	3.4	10.2
	Insecure Condition - Master code	0	0		0.0	0	1	3.4	3.4



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Insecure Condition - Building	0	4	3.4	13.6	0	4	3.4	13.6
	Missing Person - Master code	0	1	3.4	3.4	0	0		0.0
	Missing Person under 12	0	2	3.4	6.8	0	2	3.4	6.8
	Missing Person 12 & older	0	5	3.4	17.0	0	7	3.4	23.8
	Missing Person Located Under 12	0	3	3.4	10.2	0	1	3.4	3.4
	Missing Person Located 12 & older	0	9	3.4	30.6	0	1	3.4	3.4
	Noise Complaint - Master code	0	6	3.4	20.4	0	1	3.4	3.4
	Noise Complaint - Vehicle	0	22	3.4	74.8	0	2	3.4	6.8
	Noise Complaint - Residence	3	70	3.4	238.0	2	33	3.4	112.2
	Noise Complaint - Business	0	2	3.4	6.8	0	0		0.0
	Noise Complaint - Animal	0	1	3.4	3.4	0	3	3.4	10.2
	Noise Complaint - Others	0	12	3.4	40.8	0	7	3.4	23.8
	Accident - non-MVC - Industrial	0	2	3.4	6.8	1	2	3.4	6.8
	Accident - non-MVC - Commercial	0	0		0.0	0	1	3.4	3.4
	Accident - non-MVC - Residential	0	1	3.4	3.4	0	0		0.0
	Accident -non MVC - Others	0	1	3.4	3.4	0	0		0.0
	Found Property - Master code	0	15	3.4	51.0	0	14	3.4	47.6
	Found - License Plate	0	1	3.4	3.4	0	1	3.4	3.4
	Found - Vehicle Accessories	0	2	3.4	6.8	0	0		0.0
	Found-Personal Accessories	4	20	3.4	68.0	0	20	3.4	68.0
	Found-Household Property	0	3	3.4	10.2	0	2	3.4	6.8
	Found-Office Machines & Equipment	0	0		0.0	0	1	3.4	3.4
	Found-Radio,TV,Sound-Reprod. Equip.	0	3	3.4	10.2	0	0		0.0
	Found-Sporting Goods, Hobby Equip.	0	0		0.0	0	1	3.4	3.4



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories <i>(Billing categories below do not match traditional crime groupings)</i>		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Found-Machinery & Tools	1	4	3.4	13.6	0	2	3.4	6.8
	Found-Bicycles	0	15	3.4	51.0	0	19	3.4	64.6
	Found-Others	0	10	3.4	34.0	0	11	3.4	37.4
	Lost Property -Master code	2	7	3.4	23.8	0	6	3.4	20.4
	Lost License Plate	0	2	3.4	6.8	0	3	3.4	10.2
	Lost - Vehicle Accessories	0	0		0.0	0	1	3.4	3.4
	Lost-Personal Accessories	0	6	3.4	20.4	3	11	3.4	37.4
	Lost-Jewellery	0	1	3.4	3.4	0	0		0.0
	Lost-Radio,TV,Sound-Reprod. Equip.	0	1	3.4	3.4	0	0		0.0
	Lost-Others	1	7	3.4	23.8	1	1	3.4	3.4
	Sudden Death - Accidental	0	1	3.4	3.4	0	0		0.0
	Sudden Death - Drowning	0	2	3.4	6.8	0	0		0.0
	Sudden Death - Suicide	0	0		0.0	0	2	3.4	6.8
	Sudden Death - Natural Causes	1	10	3.4	34.0	0	10	3.4	34.0
	Sudden Death - Others	0	1	3.4	3.4	1	2	3.4	6.8
	Suspicious Vehicle	3	45	3.4	153.0	3	44	3.4	149.6
	Trouble with Youth	0	25	3.4	85.0	2	16	3.4	54.4
	Medical Assistance - Master code	0	2	3.4	6.8	1	2	3.4	6.8
	Medical Assistance - Other	1	12	3.4	40.8	0	3	3.4	10.2
	Vehicle Recovered - Automobile	0	6	3.4	20.4	0	3	3.4	10.2
	Vehicle Recovered - Trucks	0	3	3.4	10.2	0	1	3.4	3.4
	Vehicle Recovered - Motorcycles	0	1	3.4	3.4	0	0		0.0
	Vehicle Recovered - All Terrain Veh	0	2	3.4	6.8	0	2	3.4	6.8
	Vehicle Recovered - Farm Vehicles	0	2	3.4	6.8	0	1	3.4	3.4
	Vehicle Recovered - Constr. Vehicle	0	1	3.4	3.4	0	0		0.0
	Vehicle Recovered - Other	0	1	3.4	3.4	0	1	3.4	3.4
	Unwanted Persons	0	22	3.4	74.8	0	13	3.4	44.2



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Operational	Neighbour Dispute	1	59	3.4	200.6	0	53	3.4	180.2
	Noise By-Law	0	1	3.4	3.4	0	1	3.4	3.4
	Firearms (Discharge) By-Law	0	1	3.4	3.4	0	1	3.4	3.4
	Other Municipal By-Laws	0	19	3.4	64.6	2	9	3.4	30.6
	Fireworks By-Law	0	1	3.4	3.4	0	0		0.0
	Traffic By-Law	0	2	3.4	6.8	0	3	3.4	10.2
	Salvage Shop By-Law	0	1	3.4	3.4	0	0		0.0
	Assist Fire Department	0	0		0.0	0	5	3.4	17.0
	Assist Public	10	269	3.4	914.6	18	214	3.4	727.6
	Compassionate Message	0	0		0.0	1	3	3.4	10.2
	Family Dispute	3	45	3.4	153.0	3	57	3.4	193.8
	Suspicious Package	0	0		0.0	0	1	3.4	3.4
	Total	43	1,101	3.4	3,743.4	56	887	3.4	3,015.8
Operational2	False Alarm-Accidental Trip	3	41	1.2	49.2	5	48	1.2	57.6
	False Alarm-Malfunction	1	33	1.2	39.6	3	54	1.2	64.8
	False Holdup Alarm-Malfunction	0	2	1.2	2.4	0	1	1.2	1.2
	False Alarm -Others	2	36	1.2	43.2	7	38	1.2	45.6
	False Alarm - Cancelled	2	49	1.2	58.8	4	38	1.2	45.6
	Keep the Peace	2	25	1.2	30.0	3	19	1.2	22.8
	911 call / 911 hang up	11	210	1.2	252.0	19	138	1.2	165.6
	911 hang up - Pocket Dial	0	28	1.2	33.6	1	27	1.2	32.4
	911 call - Dropped Cell	1	21	1.2	25.2	1	17	1.2	20.4
	Total	22	445	1.2	534.0	43	380	1.2	456.0
Traffic	MVC - Personal Injury (MOTOR VEHICLE COLLISION)	1	10	3.4	34.0	0	5	3.4	17.0
	MVC - Prop. Dam. Non Reportable	4	53	3.4	180.2	8	49	3.4	166.6
	MVC - Prop. Dam. Reportable (MOTOR VEHICLE COLLISION)	2	36	3.4	122.4	7	48	3.4	163.2
	MVC - Prop. Dam. Failed to Remain (MOTOR VEHICLE COLLISION)	1	8	3.4	27.2	1	13	3.4	44.2



Calls For Service (CFS) Billing Summary Report

Municipality of South Huron December - 2018

Billing Categories (Billing categories below do not match traditional crime groupings)		2018				2017			
		December	Year to Date	Time Standard	Year To Date Weighted Hours	December	Year to Date	Time Standard	Year To Date Weighted Hours
Traffic	MVC - Fatal (MOTOR VEHICLE COLLISION)	0	1	3.4	3.4	1	1	3.4	3.4
	MVC - Others (MOTOR VEHICLE COLLISION)	0	2	3.4	6.8	0	1	3.4	3.4
	Total	8	110	3.4	374.0	17	117	3.4	397.8
Total		107	2,401		10,396.0	161	2,080		9,403.4

Note to Detachment Commanders:

- The content of each report is to be shared by the Detachment Commander only with the municipality for which it was generated. The municipality may treat this as a public document and distribute it as they wish.
- All data is sourced from the Niche RMS application. Included are 'reported' occurrences (actuals and unfounded occurrences) for 'billable' occurrences ONLY. Data is refreshed on a weekly basis.
- The Traffic category includes motor vehicle collision (MVC) occurrences entered into Niche (UCR code 8521). MVCs are NOT sourced from the eCRS application for this report.
- Only the primary violation is counted within an occurrence.
- Time standards displayed are for the 2017 billing period.

Note to Municipalities:

- Data contained within this report is dynamic in nature and numbers will change over time as the Ontario Provincial Police continues to investigate and solve crime.
- This report is NOT to be used for crime trend analysis as not all occurrences are included.
- Data groupings within this report do not match traditional crime groupings seen in other public reports such as the OPP Police Services Board reports or Statistics Canada reporting.



**Corporation of the Municipality of South Huron
Community Hub / Recreation Project Steering Advisory Committee**

**Agenda
January 8th, 2019
7:00 PM – 9:00 PM
Carling Room**

Present:

Chair, Dawn Rasenberg
Councillor Ted Oke
Craig Ivatts
Peter Hrudka
Mayor George Finch, Ex-Officio
Vice Chair, Mike Ondrejicka
Robert Oud

Staff:

Scott Currie, Recording Secretary
Dan Best, CAO

Regrets:

Ron Mayer

1. Call To Order

The Chair called the meeting to order at 7:02 PM.

2. Agenda

Motion: 1-2019

Moved: Ivatts

Second: Ondrejicka

Disposition: Carried

That the Agenda for January 8th, 2018 be approved, as amended.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None.

4. Minutes

Motion: 2-2019

Moved: Oke

Second: Hrudka

Disposition: Carried

That the minutes of November 27th, 2018 be adopted as presented.

5. Business Arising

5.1 Fundraising Feasibility Study Work Planning

5.1.1 Review proposal and feasibility study process

Overall, there are three stages to the fundraising process:

- A. Study – 3 months
- B. Readiness – 4 months
- C. Campaign – 1 year

The study has two parts:

- A. Project Description: 1-2 page document that explains the project, how we got here, the outcome (an executive summary of the overall project)
- B. Interview List: brainstorm 60-75 names

Motion: 3-2019

Moved: Oud

Second: Ondrejicka

Disposition: Carried

That the committee endorses the results of the October 2018 LeisurePlan International Study identifying an indoor pool, indoor walking track, a fitness conditioning centre, a facility to support group exercises classes, as well as a single ice pad as the core elements of the project description required for the Fundraising Feasibility Study.

And furthermore, that the community recreation facility – excluding the arena – be membership based, and that this adjusted model be incorporated into the fundraising feasibility study to be tested by Campaign Coaches.

5.1.2 Gather background information for project description

Campaign Coaches and staff will develop a draft and circulate to the committee for input. Target circulation date January 16th.

5.1.3 Confirm amount to be tested in study

Information will be included in the materials circulated to the committee for input.

5.1.4 Interview List Development discussion

A subcommittee will be set up consisting of members Hrudka, Ondrejicka, Ivatts and Chair Rasenberg to develop an interview list of individuals and organizations that could be approached.

A minimum giving unit threshold will be set at \$25k over five years.

6. Business to be Discussed

6.1 YMCA Fall 2018 Focus Group Report – *deferred to next meeting*

6.2 Public member recruitment

Motion: 4-2019

Moved: Oud

Second: Hrudka

Disposition: Carried

That Craig Hebert be invited to return to the committee as a member of the public.

7. Work Plan Review

8. Committee Updates

None.

9. Correspondence

None.

10. Key Messages

- For the purpose of carrying out the fundraising feasibility study, the Committee made a recommendation to Council endorsing a project description that includes core elements of a new facility.
- These core elements are based on the findings of the LeisurePlan International Study and include an indoor pool, indoor walking track, a fitness conditioning centre, a facility

to support group exercises classes, as well as a single ice pad with the potential to expand to a second pad.

- The Committee is continuing its mission to gather information that explores the feasibility of developing a new community hub / recreation centre.
- No decisions on the proposed new facility have been made. All information gathered by the Committee will be presented to South Huron Council for decision.

11. Adjournment

Motion: 4-2019

Moved: Oud

Second: Oke

Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 9:02 PM to meet again on January 22nd, 2019 at 7:00 PM or at the Call of the Chair.



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: January 21 2019
Report: ESD.19.01
Subject: Commitment and endorsement of the Drinking Water Quality Management System and Quality Management System Policy Statement.

Recommendations:

That South Huron Council receives the report from Don Giberson, Director of Operations and Infrastructure RE: Commitment and endorsement of the Drinking Water Quality Management System and Quality Management System Policy Statement; and

That South Huron Council confirms their commitment to a Quality Management System for the South Huron Water Distribution System and endorses the Commitment and Endorsement statement as set out in the QMS Operational Plan; and

That South Huron Council authorizes the Mayor, Chief Administrative Officer and Designated QMS Representative to sign the Commitment and Endorsement statement, as set out in the QMS Operational Plan.

Purpose:

To confirm the newly elected Council's commitment to a Quality Management System for the South Huron Water Distribution System and to obtain authorization for the Mayor, CAO and Designated QMS Representative to sign the Commitment and Endorsement statement.

Background and Analysis:

Council's commitment to a Quality Management System is a required element to be incorporated in a QMS Operational Plan, as set out in the Safe Drinking Water Act. In order to keep the Quality Management System current, Staff are seeking endorsement from the newly elected Council for the following updated QMS Policy Statement (Element 2) of the QMS Operational Plan:

"The Municipality of South Huron is committed to providing our consumers with a consistent supply of safe, high quality drinking water that meets or exceeds all regulatory requirements.

Quality of drinking water services are ensured by the Municipality's commitment to the maintenance and continual improvement of the Quality Management System; and the commitment to comply with all applicable legislation and regulations.

In support of our main policy, the Municipality of South Huron is further committed to participation in water industry organizations and conducting business in an environmentally responsible manner."

Staff are also seeking authorization for the newly elected Mayor, George Finch; Chief Administrative Officer, Dan Best; and Designated QMS Representative, Don Giberson to sign the following Commitment and Endorsement statement, as set out in Element 3 of the QMS Operational Plan:

"System owner and operating authority, the Municipality of South Huron, supports the maintenance and continual improvement of a Quality Management System for the South Huron Water Distribution System, as documented in the QMS Operational Plan.

Endorsement by the Owner (represented by the Mayor) and Top Management (represented by the Chief Administrative Officer) reaffirms the commitment to determining, obtaining and providing the resources needed to maintain and continually improve the Quality Management System.

Endorsement by the Designated QMS Representative, acknowledges the roles and responsibilities of that

appointment as defined under Element 4 of the Drinking Water Quality Management Standard, including the responsibility to communicate the Quality Management System.”

Operational Considerations:

No alternatives were considered.

South Huron’s Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Dedicated Economic Development Effort

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

1. Safe Drinking Water Act, 2002, S.O. 2002, c. 32
2. DWQMS Regulation
3. South Huron DWQMS Operational Plan

Consultation:

Water/Sewer Foreman

Related Documents:

None

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Don Giberson', enclosed within a large, loopy oval shape.

Don Giberson, Environmental Services Director



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: January 21 2019
Report: ESD.19.02
Subject: Ministry of the Environment, Conservation and Parks
2018 Inspection Report South Huron Water
Distribution System

Recommendations:

That South Huron Council receive the report from Don Giberson, ESD Director RE: Ministry of the Environment, Conservation and Parks 2018 Inspection Report South Huron Water Distribution System.

Purpose:

The purpose of this report is to notify Council of results of the Ministry of the Environment, Conservation and Parks inspection of the South Huron Drinking Water System and to protect the liability of those in an oversight role by ensuring that all Members of Council are fully informed.

Background and Analysis:

Under the Safe Drinking Water Act, the Ministry of the Environment, Conservation and Parks (MECP) carries out annual inspections of municipal drinking water systems. The Ministry carried out an inspection of the South Huron Water Distribution System on December 14, 2018 and met with Director of Operations and Infrastructure and the Water/Sewer Foreman. This inspection covers the period from December 29, 2017 to December 14, 2018.

Members of Council should be aware that the Standard of Care provision of the Safe Drinking Water Act creates obligations for individuals who exercise decision-making authority over municipal drinking water systems. In order to

protect your liability, Members of Council should be informed about the drinking water system. This would include requesting a copy of the annual inspection report and reviewing the findings. Further information about Standard of Care can be found in "Taking Care of Your Drinking Water: A guide for members of municipal council" found on the Drinking Water Ontario website at www.ontario.ca/drinkingwater

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

The Municipality received the final inspection report on January 11, 2019. The report noted the Exeter Water Tower upgrades and the resulting improved chlorine residuals in the distribution system. The report also noted that a lot of documentation is still a paper version and suggested that we should be moving towards digital records, such as an electronic work order system and the use of laptops or tablets.

The South Huron Water Distribution System was found to be in full regulatory compliance. There were no non-compliance issues, no best practice issues noted and no follow up action required.

A copy of the inspection report is attached and a copy has been posted for public viewing on the Municipal Web site.

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

Ministry of the Environment, Conservation and Parks - Inspection Summary Rating Record (Reporting Year 2018-2019)

Inspection Risk Rating: **0.00%**
Final Inspection Rating: **100.00%**

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

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

Operational Considerations:

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

South Huron's Strategic Plan:

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

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

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 for the Corporation resulting from the proposed recommendation.

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

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

Consultation:

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

Related Documents:

1. Ministry of the Environment, Conservation and Parks SOUTH HURON DISTRIBUTION SYSTEM Inspection Report #1-ICSTQ

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Don Giberson', enclosed within a large, loopy oval shape.

Don Giberson, Environmental Services Director



Ministry of the Environment, Conservation and Parks

SOUTH HURON DISTRIBUTION SYSTEM

Inspection Report

Site Number:	220001520
Inspection Number:	1-ICSTQ
Date of Inspection:	Dec 14, 2018
Inspected By:	Paul Tersteege

Table of Contents

<u>Owner Information</u>	<u>2</u>
<u>Inspection Details</u>	<u>2</u>
Description	2
<u>Inspection Summary</u>	<u>4</u>
Introduction	4
Treatment Processes	4
Treatment Process Monitoring	5
Distribution System	6
Operations Manuals	7
Logbooks	7
Security	8
Certification and Training	8
Water Quality Monitoring	9
Water Quality Assessment	10
Reporting & Corrective Actions	10
<u>Non-Compliance with Regulatory Requirements and Actions Required</u>	<u>12</u>
<u>Summary of Best Practice Issues and Recommendations</u>	<u>13</u>
<u>Signatures</u>	<u>14</u>
<u>Appendices</u>	
Appendix 1 - Inspection Summary Rating Record	
Appendix 2 - Summaries of Reported Sample Results	
Appendix 3 - Drinking Water System Dossier - Extracts	

OWNER INFORMATION:

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

CONTACT INFORMATION

INSPECTION DETAILS:

Site Name: SOUTH HURON DISTRIBUTION SYSTEM
Site Address: 82 NELSON ST EXETER N0M 1S6
County/District: South Huron
MECP District/Area Office: Sarnia District
Health Unit: HURON COUNTY HEALTH UNIT
Conservation Authority:
MNR Office:
Category: Large Municipal Residential
Site Number: 220001520
Inspection Type: Announced
Inspection Number: 1-ICSTQ
Date of Inspection: Dec 14, 2018
Date of Previous Inspection: Dec 29, 2017

COMPONENTS DESCRIPTION

Site (Name): DISTRIBUTION

Comments:

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

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

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

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

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

INSPECTION SUMMARY:

Introduction

- The primary focus of this inspection is to confirm compliance with Ministry of the Environment, Conservation and Parks (MECP) legislation as well as evaluating conformance with ministry drinking water policies and guidelines during the inspection period.

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

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

This report is based on a "focused" inspection of the system. Although the inspection involved fewer activities than those normally undertaken in a detailed inspection, it contained critical elements required to assess key compliance issues. This system was chosen for a focused inspection because the system's performance met the ministry's criteria, most importantly that there were no deficiencies as identified in O. Reg. 172/03 over the past 3 years. The undertaking of a focused inspection at this drinking water system does not ensure that a similar type of inspection will be conducted at any point in the future.

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

The Officer met with the Director of Operations and Infrastructure and the Water/Wastewater Foreman on December 14, 2018 to inspect the drinking water system. The inspection had regard for events since the date of the last inspection; however, within that review period, the scope and depth of the Officer's review varied based upon subject matter, and upon whether he identified indicators suggesting a need for a more detailed review.

Treatment Processes

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

The Ministry expects all of the equipment described in Schedule A of the Owner's Drinking Water Works Permit, as may be amended by alterations identified in Schedule C, to be (and to remain) installed. At the end of 2017, the Municipality had been working to upgrade the Exeter Water Tower. This project included the installation of a mixing system and controls. Further, the Municipality installed a new control valve.

The Municipality has not installed any additional equipment; however, it has continued to work to modify the movement of water through its system, particularly as it relates to filling the Exeter Tower. In doing so, there have been marked improvements in the regulation of chlorine residuals entering Exeter.

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

While not specific to treatment processes, the Ministry directs Officers to use this opportunity to discuss any alterations to the distribution system. Section 3.0 in Schedule B of Drinking Water Works Permits allows for

Treatment Processes

watermain additions, modifications, replacements and extensions providing owners retain a completed "Form 1 – Record of Watermains Authorized as a Future Alteration" verifying each project has met the requirements listed in Conditions 3.1.1 through 3.1.6. The Municipality provided four Form 1 documents completed in 2018 for recent projects, i.e., for watermains on Dashwood Road and Shipka Line, Huron Street East, Hazelton Lane, and Huron Street and McTaggart Line.

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

Regardless of whether owners provide secondary disinfection themselves, Section 1-5 in O. Reg. 170/03 requires them to ensure the provision of treatment capable of providing a free chlorine residual of 0.2 mg/L at all locations within the distribution system. Further, Section 1-2 requires the free chlorine residual to be maintained at or above 0.05 mg/L. Results below 0.05 mg/L must be reported per Subsection 16-3 (1) of O. Reg. 170/03.

Per the regulatory relief provided in Schedule D of the Municipality's Licence, these provisions do not apply to the northeastern extremity of the distribution system where the Municipality has opted to provide consumers point-of-entry ultraviolet disinfection systems. As indicated by their microbiological sampling, five locations continue to make use of UV systems.

Exclusive of the preceding locations, the results of grab sample collected by operators did not suggest concern. Similarly, the continuous monitoring data provided for review did not suggest a concern. While the data contained a number of outliers, it did not appear to indicate any adverse conditions. Rather, outliers appeared to reflect operational issues such as loss of communications, loss of flow to analysers, analyser breakdown and maintenance, etc.

Treatment Process Monitoring

- **The secondary disinfectant residual was measured as required for the distribution system.**
- **Operators were examining continuous monitoring test results and they were examining the results within 72 hours of the test.**

Where continuous monitoring equipment is used to fulfil chlorine or turbidity testing requirements, Section 6-5 in O. Reg. 170/03 requires an examination of results captured by continuous monitoring equipment within 72 hours of the tests. (That said, as those two parameters alone may be inadequate to determine whether a system has operated in accordance with the Ministry's Procedure for Disinfection of Drinking Water in Ontario, additional parameters should be considered if data is available.)

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

Lastly, the Municipality advised they have a protocol in place covering holidays in order to ensure the reviews occur within 72 hours. Typically, in the event of holiday Mondays, operators will perform checks on Sundays.

- **All continuous monitoring equipment utilized for sampling and testing required by O. Reg.170/03, or Municipal Drinking Water Licence or Drinking Water Works Permit or order, were equipped with alarms or shut-off mechanisms that satisfy the standards described in Schedule 6.**

Where continuous monitoring equipment is used to fulfil chlorine testing requirements, Subsections 6-5 (1) and 6-5

Treatment Process Monitoring

(1.1)1 in O. Reg. 170/03 requires the use of alarms or interlocks. In the event of a malfunction, loss of power, etc., the intent of these provisions is to enable operators to take prompt and appropriate action to resolve the concern, or to cause the flow of water to consumers to be stopped automatically.

The drinking water system has its continuous monitoring analysers equipped with alarms.

- **Continuous monitoring equipment that was being utilized to fulfill O. Reg. 170/03 requirements was performing tests for the parameters with at least the minimum frequency specified in the Table in Schedule 6 of O. Reg. 170/03 and recording data with the prescribed format.**

Where continuous monitoring equipment is used to fulfil chlorine or turbidity testing requirements, Subsection 6-5 (1) in O. Reg. 170/03 prescribes minimum testing and recording intervals of 5 and 15 minutes respectively. Where monitoring equipment tests more frequently, the monitoring equipment may record the minimum, maximum, and the mean results for periods equal to the prescribed intervals. Data provided for review was aggregated in 4-minute intervals.

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

Where continuous monitoring equipment is used to fulfil chlorine, Subsection 6-5 (1) in O. Reg. 170/03 requires owners to assess the accuracy of the equipment in accordance with the manufacturer's instructions, or if not indicated, as frequently as required to ensure the equipment remains within acceptable tolerances.

The Municipality has an outside contractor as the accuracy of their handheld analysers annually. Each was "passed as found". Besides conducting field measurements, operators use the handheld equipment as reference analysers to assess the accuracy of the continuous analysers. Worksheets documenting monthly checks were provided for review.

In such cases, inspectors are asked to assess whether the chlorine residuals displayed by the continuous analysers are within $\pm 5\%$ or ± 0.05 mg/L (whichever is greater) of the residuals displayed on the reference analysers.

While the Officer noted some outliers, he also noted one analyser had been replaced in 2018, and two others were anticipated being replaced in the following year. In light of this, the Officer is not overly concerned. However, as discussed with the Overall Responsible Operator, the Officer would suggest that where there is a significant discrepancy between the two sets of readings, operators should be directed to an additional round of testing later that same month.

Distribution System

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

The Municipality makes use of a worksheet for Category 1 and 2 breaks, and an additional worksheet for Category 2 breaks. While the form appears to encompass subjects referenced in Section 4.0 of the current Ministry procedure, the Officer noted he had been advised the Ministry intends to provide owners, operating authorities and other water professionals, draft revisions to the current Watermain Disinfection Procedure for their review and comment.

The Officer provided a copy of the presentation provided to him. He encouraged the Municipality to participate in this review, and noted the proposed changes would likely require modifications to their current procedures and/or worksheets.

Operations Manuals

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

The Municipality advised there had been no major revisions to their manual; however, the Municipality has been working to optimize the control of its water system, and the Officer noted marked improvements resulting from changes made during the previous inspection period.

The Municipality has been working with its consultant to update the control narrative for its drinking water system, and a copy of the draft narrative prepared at the end of November 2018 was provided. The narrative includes a number of schematics related to the operation of the system under various operational conditions. This is an important prerequisite to the pursuit of upgrades to their SCADA system.

In light of the aforementioned considerations, and given previous discussions regarding the Department's exploration of tablets for recording observations and providing information to operators, the current manual was not subject to additional review.

If the Department secures Council's approval, they hope to pursue the use of tablets in 2019. This would prompt the move from paper reference material and recordkeeping to electronic documentation.

The Officer noted more municipalities have commenced adopting this technology. The availability of electronic records such as work orders, worksheets, etc., can prove to be of great assistance to operators, but also to the administration and Council (e.g., for asset management and infrastructure planning).

The Officer encouraged the Department to network with peers in other municipalities with a view towards learning from their experiences, particularly as he has noted it may take a few years to develop the capacity to use electronic operational records and to provide operators reference materials via tablets.

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

Logbooks

- **Logbooks were properly maintained and contained the required information.**

Section 27 of O. Reg. 128/04 requires the provision of logs and/or other record-keeping mechanisms to permit operators to document the operation of drinking water systems. In addition to requiring these records to be retained for a minimum of 5 years, Section 27 addresses the following with respect to content requirements, and the identification of operators.

Identification of Operators – Logs should allow for the identification of

- each operator making entries
- all operators on duty
- the date and time period covered by each shift/field visit

Content

- Logs should be chronological
- Logs should identify any,
 - departures from normal procedures, and the name of the person directing those departures
 - unusual observations, resultant actions and/or conclusions
 - incidents where equipment,

Logbooks

- ceased operating
 - was removed from, or returned to, service
 - was subject to maintenance or repair

The available records appear to be addressing these two areas.

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

Pursuant to Section 7-5 in Schedule 7 of O. Reg. 170/03, only qualified personnel (e.g., certified operators or water quality analysts) perform operational tests.

Security

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

The Ministry recommends owners adopt various measures to secure their water supply, treatment and storage facilities from intruders and potential sources of contamination.

Security measures protecting the various components in the system include weekly inspections documented in six worksheets:

- MacNaughton Booster Pumping Station Weekly Checks
- Weekly Checks of Reservoirs
- Exeter Water Tower Weekly Checks
- Huron St. Chamber Weekly Checks
- Crediton Booster Pumping Station Weekly Checks
- Huron Park Water Tower Weekly Checks

In addition to checks by operators, an outside contractor is brought in inspect the Municipality's water storage facilities. In addition to the status of the interior and exterior condition of the towers, these inspections also consider such things as the security of entrances, and the condition of access hatches and vents.

The Municipality noted the properties are not fenced due to the belief/experience that fences tend to promote curiosity and provide a challenge to be overcome. The Municipality noted they had installed motion detectors at their Operations Centre at 82 Nelson Street in Exeter. However, they did not report any incidents or concerns suggesting a need for additional security measures.

Certification and Training

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

O. Reg. 128/04 prescribes a means for classifying municipal residential drinking water subsystems, and for certifying operators who work at them. Further, Subsection 23 (1) requires owners or operating authorities to designate an operator as the "overall responsible operator" (ORO). To be an ORO, the operator must hold a certificate equal to or higher than the class of the drinking water system for which they are responsible.

On February 19, 2016, a certificate was issued indicating this drinking water system was classified as a Class III water distribution system. The Municipality's Water/Wastewater Foreman normally serves as the ORO. He possesses a Class III Water Distribution Certificate - which is appropriate for this system.

The Environmental Services Department uses its personnel to operate both their water and wastewater infrastructure. At the top of the daily journal used as the Municipality's main log, operators record who is serving as

Certification and Training

the Overall Responsible Operator (ORO) and as Operators-in-Charge (OIC).

Should the Foreman be unavailable, the Municipality may call upon one of its three more experienced operators to serve in this capacity.

- One holds a Class I Water Treatment and a Class II Water Supply certificate.
- One holds a Class I Water Treatment, a Class III Water Supply and a Water Quality Analyst certificate.
- One holds a Class I Water Treatment and a Class II Water Distribution certificate.

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

Subsection 25 (1) of O. Reg. 128/04 requires the appointment of one or more operators-in-charge (OIC) for each subsystem. Over the course of 2018, another operator has been permitted to serve as operator-in-charge.

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

The Municipality advised that pursuant to Schedule 1 of O. Reg. 170/03, subsection 1-2(2)5, all individuals who are appropriately certified as Drinking-Water System Operators under O. Reg. 128/04, are permitted to make adjustments to the treatment equipment.

The only treatment equipment in this system is the chlorination equipment at the Huron Park Water Tower. Operators make use of worksheets and facility logbooks to document readings and checks. The recorded adjustments were generally limited to changes to the operation and alarm setpoints when the Municipality was purposefully operating the Tower at a higher level, e.g., when the supply from Shipka was temporarily valved off.

Water Quality Monitoring

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

The Summary of Reported Laboratory Results appended to this inspection report is based upon information reported by the laboratories used to test samples collected from this drinking water system. The report is grouped into several summaries reflective of parameter groups considered by Ministry inspections. While the Officer reviewed several years of data, date filters were used to limit the length of some of the summaries (as indicated on the top right of the header for each).

Reported microbiological results indicate operators usually collect 10 samples each week with all being tested for E. coli and total coliforms, and 3 being tested for general bacteria (i.e., heterotrophic plate count). Five of the weekly samples are collected from locations where the Municipality provides point of entry (i.e., UV treatment equipment). The remaining five are collected from elsewhere within the distribution system.

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

Subsections 13-6.1 (1) and (2) in Schedule 13 of O. Reg. 170/03 require the collection of one set of samples every calendar quarter from a point in distribution system that is likely to have an elevated potential for the formation of haloacetic acids, i.e., usually at a point shortly after disinfection.

The attached summary indicates operators have been collecting the samples at the requisite interval. Further, the results indicate operators are currently sampling from a point a short distance from a treatment point. In 2018, samples were collected from the outlet from the Huron Park Water Tower.

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

Subsections 13-6 (1) and (2) in Schedule 13 of O. Reg. 170/03 require the collection of one set of samples every

Water Quality Monitoring

calendar quarter from a point in the distribution system that is likely to have an elevated potential for the formation of trihalomethanes. (Before January 1, 2016, O. Reg. 170/03 required the collection of samples at three-month intervals - with no more than 120 days, and no less than 60 days, between samples.)

Given the Municipality's drinking water system is supplied from various connections to the Lake Huron Primary Water Supply System, the Municipality has purposefully been testing the levels of trihalomethanes from various extremities throughout its distribution system.

In 2018, operators collected 4 sets of samples from "Oakwood Links" in Grand Bend. In 2017, operators collected 4 sets of samples from the Water and Sewer Department's building in Exeter. Other sampling locations include the Dashwood Fire Hall (which was last sampled in 2016).

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

Sampling records indicate operators test the chlorine residual at the same time and location they are collecting microbiological samples, as prescribed by Subsection 6-3 (1) in O. Reg. 170/03.

Water Quality Assessment

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

All of the laboratory results, reported since the last inspection, were within the limits prescribed in the Ontario Drinking Water Quality Standards.

Reporting & Corrective Actions

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

Where continuous chlorine residual monitoring equipment malfunctions, loses power or alarms, the Ministry requires prompt and appropriate action. However, it is important to note that Schedule 6 of O. Reg. 170/03 includes several considerations including whether the drinking water system is continuing to supply consumers.

The Officer screened electronic records for low results. When required, operators appear to have acted promptly and appropriately. What appeared to be the events of the greatest duration were generally limited periods equipment was offline. Some analysers were reaching the end of their service life. One was replaced in 2018. Another is likely to be replaced in 2019.

The Officer also screened the results for data gaps and repeated series of values. Both of these conditions can suggest communications faults. Generally, these events did not elicit an immediate response (due to the breakdown in communication) and/or took longer to resolve as they sometimes necessitated the assistance of an instrumentation and control consultant.

- **All changes to the system registration information were provided within ten (10) days of the change.**

After drinking water systems were registered, Section 10.1 of O. Reg. 170/03 required owners to notify the Director of any changes to the profile information within 10 days. The Officer provided the attached Drinking Water System Dossier, and asked about any recent changes.

While the phone number for the Water/Wastewater Foreman is still active, it is no longer being monitored. Telephone calls should now be directed to the Municipality's general phone number so that they can route inquiries

Reporting & Corrective Actions

appropriately.

The Officer relayed this information to the Ministry's Drinking Water Registration Team, who in turn updated the Ministry's database.

NON-COMPLIANCE WITH REGULATORY REQUIREMENTS AND ACTIONS REQUIRED

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

Not Applicable

SUMMARY OF RECOMMENDATIONS AND BEST PRACTICE ISSUES

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

Not Applicable

SIGNATURES

Inspected By:

Paul Tersteegen

Signature: (Provincial Officer)



Reviewed & Approved By:

Marc Bechard

Signature: (Supervisor)



2019.01.10 15:24:24 -05'00'

Review & Approval Date:

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

Appendix 1 - Inspection Summary Rating Record

Ministry of the Environment - Inspection Summary Rating Record (Reporting Year - 2018-2019)

DWS Name: SOUTH HURON DISTRIBUTION SYSTEM
DWS Number: 220001520
DWS Owner: South Huron, The Corporation Of The Municipality
Municipal Location: South Huron

Regulation: O.REG 170/03

Category: Large Municipal Residential System

Type Of Inspection: Adhoc

Inspection Date: December 14, 2018

Ministry Office: Sarnia District

Maximum Question Rating: 301

Inspection Module	Non-Compliance Rating
Treatment Processes	0 / 39
Distribution System	0 / 21
Operations Manuals	0 / 28
Logbooks	0 / 18
Certification and Training	0 / 28
Water Quality Monitoring	0 / 51
Reporting & Corrective Actions	0 / 25
Treatment Process Monitoring	0 / 91
TOTAL	0 / 301

Inspection Risk Rating	0.00%
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FINAL INSPECTION RATING:	100.00%
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Appendix 2 - Summaries of Reported Sample Results

Summaries of Results Reported for a Regulated Drinking Water System



Name	South Huron Distribution System
Municipality	South Huron
Health Unit	Huron County
MOECC office	Sarnia

ID number	220001520
Regulation	O.REG 170/03
Category	LMRS

Microbiological Summaries

Number of Microbiological Results Reported – Grouped by Month

Collected between Jan 1, 2018 and Nov 20, 2018

Year	Month	Raw Water		Treated Water			Distributed Water		
		EC	TC	EC	TC	HPC	EC	TC	HPC
2018	Jan						50	50	15
	Feb						40	40	12
	Mar						40	40	12
	Apr						40	40	12
	May						52	52	17
	Jun						40	40	12
	Jul						53	53	18
	Aug						40	40	12
	Sep						40	40	12
	Oct						50	50	15
	Nov						30	30	9

All Microbiological Results on Dates with an Exceedance

Collected between Jan 1, 2012 and Nov 20, 2018

Sampled	Sample Type	Parameter	Sample Result
08-Oct-2013	Distributed Drinking Water	Total Coliform	23 cfu/100mL
12-May-2015	Distributed Drinking Water	Total Coliform	1 cfu/100mL

Chemical Summaries

Total Trihalomethanes

Collected between Jan 1, 2014 and Nov 20, 2018

Year	Quarter	Sampling Date	Result
2014	1	Feb 11	11.9 ug/L
	2	May 13	21.7 ug/L
	3	Aug 12	20.3 ug/L
	4	Nov 10	15.5 ug/L
	Annual Average		17.4 ug/L
2015	1	Feb 10	24.4 ug/L
	2	May 12	31.2 ug/L
	3	Aug 11	49.9 ug/L
	4	Nov 10	33.4 ug/L
	Annual Average		34.7 ug/L
2016	1	Feb 9	13.2 ug/L
	2	May 10	23.0 ug/L
	3	Aug 16	23.9 ug/L
	4	Nov 15	17.0 ug/L
	Annual Average		19.3 ug/L
2017	1	Feb 7	24.0 ug/L
	2	May 16	33.0 ug/L
	3	Aug 15	47.0 ug/L
	4	Nov 14	37.0 ug/L
	Annual Average		35.3 ug/L
2018	1	Feb 13	18.0 ug/L
	2	May 8	22.0 ug/L
	3	Aug 7	23.0 ug/L
	4	Nov 13	19.0 ug/L
	Annual Average		20.5 ug/L

Note: Where reported results suggest a possible concern, compliance with the applicable limit for trihalomethanes should be based upon a running average of results collected in the current quarter (A) and the three preceding quarters (B through D). Where one sample is collected each quarter, the running average for the current quarter equals $[A + B + C + D] \div 4$

Where multiple samples are collected each quarter, the running average for the current quarter equals $[Avg(A_1..A_x) + Avg(B_1..B_x) + Avg(C_1..C_x) + Avg(D_1..D_x)] \div 4$

Total Haloacetic Acids

Collected between Jan 1, 2012 and Nov 20, 2018

Year	Quarter	Sampling Date	Result
2018	1	Feb 13	27.4 ug/L
	2	May 8	21.8 ug/L
	3	Aug 7	16.2 ug/L
	4	Nov 13	16.5 ug/L
	Annual Average		20.5 ug/L

Lead Summaries

Lead and Alkalinity										
Collected between Dec 15, 2011 and Nov 20, 2018										
Sampling Period		Lead - Distribution Results			Lead - Plumbing Results*			Alkalinity - Distribution Results		
		Num of Results	Avg (ug/L)	Max (ug/L)	Num of Results	Avg (ug/L)	Max (ug/L)	Num of Results	Avg	Max
Start	End								mg/L as CaCO3	
15-Dec-11	15-Apr-12									
15-Jun-12	15-Oct-12	1	0.45	0.45						
15-Dec-12	15-Apr-13	3	0.14	0.25	44	1.07	9.90			
15-Jun-13	15-Oct-13	3	0.23	0.45	44	0.50	1.94	3	77.00	79.00
15-Dec-13	15-Apr-14	1	0.61	0.61						
15-Jun-14	15-Oct-14							3	81.67	85.00
15-Dec-14	15-Apr-15							3	93.67	97.00
15-Jun-15	15-Oct-15							3	79.00	80.00
15-Dec-15	15-Apr-16	4	0.77	1.99	44	0.42	2.26	4	96.75	111.00
15-Jun-16	15-Oct-16	4	0.13	0.23	44	0.54	2.66	4	76.50	82.00
16-Oct-16	14-Dec-16				4	0.22	0.53			
15-Dec-16	15-Apr-17							3	94.33	97.00
15-Jun-17	15-Oct-17							3	77.67	81.00
15-Dec-17	15-Apr-18							3	80.00	82.00
15-Jun-18	15-Oct-18							3	80.33	81.00

* **Note:** Two samples are to be collected for lead testing from each point of plumbing being assessed, i.e., per Section 15.1-7 of O. Reg. 170/03. Therefore, the number of points being tested should be half of the number of samples reported.

Laboratory Testing Summaries

Laboratories Providing Testing Services to the Drinking Water System First and Last Sample Summarized by Parameter Group

Laboratory Name		All Parameters	O. Reg. 170/03 Parameters				Other Non-170 Parameters
			Micro-biological	Schedule 24 or 23	Lead + Alkalinity	Other 170 Parameters	
Sgs Environmental Services - London	First Sample	04-Jan-12	04-Jan-12				
	Last Sample	20-Nov-18	20-Nov-18				
	Results Reported	8,193	8,193				
Maxxam Analytics [2292] - Mississauga	First Sample	21-Feb-12				21-Feb-12	
	Last Sample	11-Feb-14				11-Feb-14	
	Results Reported	9				9	
Sgs Environmental Services - Lakefield	First Sample	14-Aug-12			14-Aug-12	15-Nov-16	03-Apr-18
	Last Sample	13-Nov-18			28-Aug-18	13-Nov-18	28-Aug-18
	Results Reported	247			228	13	6
Maxxam Analytics [2312] - Mississauga	First Sample	13-May-14				13-May-14	
	Last Sample	16-Aug-16				16-Aug-16	
	Results Reported	10				10	

Note: An italicized laboratory name indicates a valid license number is not associated with this name. This may be due to one of several reasons including a sale, a change in location, or the discontinuation of drinking water testing.

"Other Non-170 Parameters" may include parameters that are no longer prescribed by O. Reg. 170/03. They can also reflect a group of constituents upon which a total was based. For example, both trihalomethanes and haloacetic acids are groups of disinfection by-products. However, occasionally operators will have samples tests for parameters of potential concern which are not explicitly prescribed in O. Reg. 170/03.

Appendix 3 - Drinking Water System Dossier - Extracts

021 - Drinking Water System Dossier for 220001520

Drinking Water System Profile Information

DWS #	220001520
Registration Date (yyyy/mm/dd)	2002/09/06
DWS Status	Active DWS
DWS Expiry Date (yyyy/mm/dd)	
MOE Assigned Name	South Huron Distribution System
Category	LMRS
Regulation Short Name	O.REG 170/03
DWS Type	Distribution System
Source Type	Distribution
Address	82 Nelson Street, Exeter, Ontario, N0M 1S6, Canada
Region	Southwestern Region
District	Sarnia District
Municipality	South Huron
Public Health Unit	Huron County Health Unit

DWS OPERATIONAL INFORMATION

Concession Plan Number	
Lot	
Geographic Township	
Population:	8,200
Number of Private Residences:	2,889
Number of Service Connections:	3,686
Rated Daily Capacity (L/S)	180.6
Number of DFs Served:	0
<i>LSN Compliance Status:</i>	<i>Complete LSN</i>

24/7 Contact	On Operator, Water/Wastewater Operator
24/7 Contact Info	p: (519)2350310, f: (519)2354244, e: - , c: - , pg: -

DWS OWNER INFORMATION

Owner Legal Name	South Huron, The Corporation Of The Municipality
Owner Business Name	South Huron, The Corporation Of The Municipality
Owner Address	322 Main St,Post Office Box Delivery ,759,Exeter,ON,N0M 1S6
Owner Contact	Don Giberson, Environmental Services Director
Owner Contact Info	p: (519)2350310 x226, f: (519)2353304, e: dgiberson@southhuron.ca
Owner Alternate Contact	Shawn Young, Water/Wastewater Foreperson
Owner Alternate Contact Info	p: (519)2350238, f: (519)2354244, e: s.young@southhuron.ca

DWS OPERATING AUTHORITY INFORMATION

Op. Authority Legal Name	South Huron, The Corporation Of The Municipality
Op. Authority Business Name	South Huron, The Corporation Of The Municipality
Op. Authority Address	322 Main St,Post Office Box Delivery ,759,Exeter,ON,N0M 1S6
Op. Authority Contact	Shawn Young, Water/ Wastewater Foreperson
Op. Authority Contact Info	p: (519)2350238, f: (519)2354244, e: s.young@southhuron.ca
Op. Authority Alternate Contact	
Op. Authority Alternate Contact Info	



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: January 21 2019
Report: ESD.19.03
Subject: Tender Results – Mollard Line Structure #1056 Replacement

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Operations and Infrastructure RE: Tender Results – Mollard Line Structure #1056 Replacement; and

That South Huron Council accept the tender received from Cope Construction and Contracting Inc. and award a contract for the Mollard Line Structure #1056 Replacement for a total cost of \$ \$417,377.50 plus HST.

Purpose:

Approval

Background and Analysis:

The tender for the replacement of Mollard Line Structure #1056 was advertised on the Bids & Tenders web site, in accordance with section 9(b) of the Procurement By-Law#33-2017. Bids & Tenders is an on-line procurement service for public sector tenders, quotations and RFPs. The tender for Bids & Tenders was posted on Bids & Tenders on December 19, 2018.

Tenders closed on Thursday, January 10, 2019 at 2:00pm and eleven (11) tenders were received by the Municipality. Tenders were opened by Mayor George Finch, in the presence of Dan Best CAO, Angela Shipway, Manager of Financial Services; Maggie McBride, Financial Services Coordinator; Don

Giberson, Director of Operations and Infrastructure; Brad Walt, GMBLuePlan Engineers and several contractors.

The following are the tender results:

Mollard Line Structure #1056 Replacement				
Contractor		Price (Excluding HST)	HST	Total Cost (Including HST)
1	Cope Construction and Contracting Inc.	\$417,377.50	\$54,259.08	\$471,636.58
2	Van Driel Excavating Inc.	\$425,091.79	\$55,261.93	\$480,353.72
3	Birnam Excavating Ltd.	\$453,207.95	\$58,917.03	\$512,124.98
4	Southshore Contracting of Essex County Inc.	\$454,800.00	\$59,124.00	\$513,924.00
5	VanBree Drainage & Bulldozing Ltd.	\$468,605.50	\$60,918.72	\$529,524.22
6	Frank Van Bussel & Sons Ltd.	\$475,080.50	\$61,760.47	\$536,840.97
7	Aar-Con Excavating Inc.	\$479,000.00	\$62,270.00	\$541,270.00
8	Lavis Contracting Co. Ltd.	\$550,798.00	\$71,603.74	\$622,401.74
9	Kurtis Smith Excavating Inc.	\$576,000.00	\$74,880.00	\$650,880.00
10	National Structures 2011 Inc.	\$711,501.00	\$92,495.13	\$803,996.13
11	Sierra Infrastructure Inc.	\$843,727.50	\$109,684.58	\$953,412.08

All tenders were checked by the Engineer. Mathematical errors were found in the tenders submitted by Frank Van Bussel & Sons Ltd. and Sierra Infrastructure Inc. However, these mathematical errors did not change the bidders' position. The corrected tender amounts are as follows:

Contractor		Price (Excluding HST)	HST	Total Cost (Including HST)
	Frank Van Bussel & Sons Ltd.	\$474,061.64	\$61,628.01	\$535,689.65
	Sierra Infrastructure Inc.	\$883,727.50	\$114,884.58	\$998,612.08

The tender received from the low bidder, Cope Construction and Contracting Inc., was checked and found to be complete and in conformance with the specifications.

Cope Construction and Contracting Inc. tender is for the precast concrete box culvert option and includes no premium or additional costs to complete the in stream work by March 15, 2019 and to be totally complete by March 31, 2019.

The Engineers review/recommendation letter is attached.

Operational Considerations:

There were no alternatives considered.

South Huron's Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Dedicated Economic Development Effort

Financial Impact:

At the Council Meeting of December 17, 2018 Council passed Motion #559-2018 to include the Mollard Line Culvert Project in the 2019 capital budget for an upset limit of \$505,000 exclusive of HST; and authorized the project to proceed prior to the adoption of the 2019 budget.

A financial analysis was carried out and the cost of the construction work set out in the tender, engineering, inspections, construction administration and non-recoverable HST is within the total amount budgeted for the replacement of Mollard line Structure #1056.

The following is a summary of the financial analysis:

FINANCIAL ANALYSIS SUMMARY	
	Total
SECTION A - Project Preparation and Removals	\$34,659.00
SECTION B - Concrete Box Culvert	\$279,759.00
SECTION C - Watermain	\$22,111.00
SECTION D - Roadworks	\$54,135.50
SECTION E – Provisional and Contingency	<u>\$26,713.00</u>
Subtotal (Construction Costs)	\$417,377.50
Engineering Cost	<u>\$20,750.00</u>
Subtotal	\$438,127.50
Non-recoverable HST	<u>\$7,711.04</u>
TOTAL	\$445,838.54
Approved 2019 Budget	\$505,000.00
Net Difference Budget vs Tender Cost	\$59,161.46

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. Draft Transportation Capital Budget
2. Minimum Maintenance Standards, under the Highway Traffic Act

Consultation:

The CAO and Financial Services Staff were consulted as part of the tender review and preparation of this report.

Related Documents:

GMBLuePlan Engineers review/recommendation letter dated January 11, 2019

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Don Giberson", enclosed within a large, loopy oval shape. The signature is written on a light gray background.

Don Giberson, Environmental Services Director



PEOPLE | ENGINEERING | ENVIRONMENTS

January 11, 2019
Our File: 518044

Municipality of South Huron
322 Main Street South
Exeter, ON N0M 1S6

Attention: Mr. Don Giberson
Director of Operations and Infrastructure

Re: Mollard Line Structure No. 1056 Replacement
Tender Results

Dear Don:

This letter is to confirm the results of the tender opening held on Thursday, January 10th, 2019 for this project.

The tender period officially closed at 2:00pm, and bids were opened publicly at the Municipality's offices at approximately 2:05pm. Representatives from seven (7) different Contractors were present to observe the tenders as opened by yourself and Mayor, George Finch and observed by CAO, Dan Best, Financial Services Supervisor, Angela Shipway and Maggie McBride. Brad Walt of GM BluePlan Engineering Ltd. (GM BluePlan) also attended the opening on the Municipality's behalf. In all, 11 sealed bids were received from the list of plan takers.

Results of the tender are as follows:

	Bidder	Subtotal	HST	Total Price
1.	Cope Construction and Contracting Inc. 120 Scott Road Sarnia, ON N7T 7J2 Tel. (519) 344-5221 Fax (519) 344-5224 Email: sarnia@cope.on.ca	\$417,377.50	\$54,259.08	\$471,636.58
2.	Van Driel Excavating Inc. PO Box 339 37594 Telephone Road Clinton, ON N0M 1L0 Tel: (519) 482-3783 Fax: (519) 482-9065 Email: michael@vandrielinc.com	\$425,091.79	\$55,261.93	\$480,353.72
3.	Birnam Excavating Ltd. 7046 Nauvoo Road Warwick Township, ON N0N 1J4 Tel. (519) 828-3449 Fax (519) 828-3459 Email: bryan@birnam.ca	\$453,207.95	\$58,917.03	\$512,124.98



4.	Southshore Contracting of Essex County Inc. 1511 County Road 20 Amherstburg, ON N9V 2Y8 Tel.: (519) 961-9316 Email: jmalott.southshore@gmail.com	\$454,800.00	\$59,124.00	513,924.00
5.	VanBree Drainage & Bulldozing Ltd. 7074 Nauvoo Road Warwick Township, ON N0N 1J4 Tel. (519) 828-3641	\$468,605.50	\$60,918.72	\$529,524.22
6.	Frank Van Bussel & Sons Ltd. 3 Ilderbrook Circle Ilderton, ON N0M 2A0 Tel.: (519) 666-2094 Fax: (519) 666-1509	\$475,080.50 \$474,061.64	\$61,759.47 \$61,628.01	\$536,840.97 \$535,689.65
7.	Aar-Con Excavating Inc. 10009 Longwoods Road London, ON N6P 1P2 Tel: (519) 652-2529 Fax: (519) 652-5029	\$479,000.00	\$62,270.00	\$541,270.00
8.	Lavis Contracting Co. Ltd. 37462 Huron Road, RR#2 Clinton, ON N0M 1L0 Tel. (519) 482-3694 Fax (519) 482-7886 Email: ghamilton@lavis.ca	\$550,798.00	\$71,603.74	\$622,401.74
9.	Kurtis Smith Excavating Inc. 225 Industrial Park Drive Brussels, ON N0G 1H0 Tel: (519) 887-8855 Fax: (519) 887-8856 Email: ksexc@hotmail.com	\$576,000.00	\$74,880.00	\$650,880.00
10.	National Structures 2011 Inc. 15 Kellwood Crescent Napanee, ON K7R 4A1 Tel: (613) 354-5400 Fax: (613) 354-5440 Email: bwilson@nationalstructures.ca	\$711,501.00	\$92,495.13	\$803,996.13
11.	Sierra Infrastructure Inc. 1401 Dundas Street Woodstock, ON N4S 8X8 Tel: (519) 421-9689	\$843,727.50 \$883,727.50	\$109,684.58 \$114,884.58	\$953,412.08 \$998,612.08

All tender prices include provisional items, and a total lump sum contingency fund of \$15,000.00.

All tenders have been checked for errors, omissions, qualifications and obvious imbalances. All offers were accompanied with appropriate Bid Bonds and Agreements to Bond. For your reference, attached is a spreadsheet comparing all of the unit and total prices received with our estimate.



The submission by Frank Van Bussel and Sons had minor rounding and mathematical errors, and the submission by Sierra Infrastructure had one mathematical error. These errors are minor in nature and had no effect on the ranking for the bids.

Cope Construction and Contracting Inc.'s price of \$471,636.58 (incl. HST), the low tender price, is \$73,509.32 (13.48%) lower than the Engineer's estimate of \$545,145.90 (incl. HST) and \$8,717.15 (1.81%) lower than the second bidder.

Cope Construction and Contracting Inc.'s tender submission notes a contract completion date of March 29, 2019 at no additional cost for the accelerated schedule. Cope Construction and Contracting Inc. is a reputable and competent firm with vast experience on similar projects. **Based on the above, we recommend that the contract for this work be awarded to the low bidder, Cope Construction and Contracting Inc.**

Upon Council's award we would be available to assist the Municipality in preparing the Contract Documents for execution, and arrange a preconstruction meeting.

Please contact our office should you have any comments or questions regarding the above, or wish to discuss this matter in more detail.

Yours truly,

GM BLUEPLAN ENGINEERING LTD.
Per

A handwritten signature in blue ink that reads 'Brad Walt'.

Brad Walt, C.E.T.
Encl.

SUMMARY OF TENDER PRICES RECEIVED

GM BLUEPLAN ENGINEERING LIMITED				CLIENT: Municipality of South Huron NAME OF PROJECT: Mollard Line Culvert No. 1056 Replacement CLIENT'S CONTRACT NO.: 518-044																				OUR FILE NO.: 518-044 OUR CONTRACT NO.: 518-044 DATE OF CLOSING: Jan. 10, 2018							
NO.	ITEM DESCRIPTION	QTY.	UNIT	Cope Construction LOWEST		Van Driel Excavating SECOND LOWEST		Biram Excavating THIRD LOWEST		South Shore Contracting FOURTH LOWEST		Van Bree Drainage and Bulldozing FIFTH LOWEST		Frank Van Bussel SIXTH LOWEST		AAR-Con Excavating SEVENTH LOWEST		Lavis Contracting EIGHTH LOWEST		Kurtis Smith Excavating NINTH LOWEST		National Structures TENTH LOWEST		Sierra Infrastructure ELEVENTH LOWEST		ENGINEER'S ESTIMATE					
				UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL	UNIT BID	TOTAL		
SECTION A - PROJECT PREPARATION AND REMOVALS																															
A.1	Mobilization, demobilization and miscellaneous project costs	100%	L.S.	\$ 7,040.00	\$ 7,040.00	\$ 4,257.59	\$ 4,257.59	\$ 4,830.00	\$ 4,830.00	\$ 25,000.00	\$ 25,000.00	\$ 6,983.00	\$ 6,983.00	\$ 15,200.00	\$ 15,200.00	\$ 7,350.00	\$ 7,350.00	\$ 9,370.00	\$ 9,370.00	\$ 40,400.00	\$ 40,400.00	\$ 41,741.00	\$ 41,741.00	\$ 30,000.00	\$ 30,000.00	\$ 20,000.00	\$ 20,000.00				
A.2	Bonding and insurance	100%	L.S.	\$ 5,335.00	\$ 5,335.00	\$ 9,210.00	\$ 9,210.00	\$ 5,074.04	\$ 5,074.04	\$ 8,000.00	\$ 8,000.00	\$ 7,058.00	\$ 7,058.00	\$ 8,500.00	\$ 8,500.00	\$ 6,700.00	\$ 6,700.00	\$ 1,630.00	\$ 1,630.00	\$ 8,200.00	\$ 8,200.00	\$ 14,810.00	\$ 14,810.00	\$ 9,000.00	\$ 9,000.00	\$ 12,000.00	\$ 12,000.00				
A.3	Traffic control (full road closure)	100%	L.S.	\$ 2,533.00	\$ 2,533.00	\$ 3,307.62	\$ 3,307.62	\$ 1,918.26	\$ 1,918.26	\$ 3,500.00	\$ 3,500.00	\$ 1,410.00	\$ 1,410.00	\$ 3,760.00	\$ 3,760.00	\$ 4,000.00	\$ 4,000.00	\$ 6,925.00	\$ 6,925.00	\$ 4,200.00	\$ 4,200.00	\$ 7,646.00	\$ 7,646.00	\$ 7,000.00	\$ 7,000.00	\$ 5,000.00	\$ 5,000.00				
A.4	Environmental protection measures	100%	L.S.	\$ 2,228.00	\$ 2,228.00	\$ 2,410.54	\$ 2,410.54	\$ 4,693.68	\$ 4,693.68	\$ 1,000.00	\$ 1,000.00	\$ 8,092.00	\$ 8,092.00	\$ 5,284.00	\$ 5,284.00	\$ 6,300.00	\$ 6,300.00	\$ 10,550.00	\$ 10,550.00	\$ 10,200.00	\$ 10,200.00	\$ 9,468.00	\$ 9,468.00	\$ 8,500.00	\$ 8,500.00	\$ 7,500.00	\$ 7,500.00				
A.5	Dewatering including drain by-pass and temporary coffer dam	100%	L.S.	\$ 10,570.00	\$ 10,570.00	\$ 32,556.00	\$ 32,556.00	\$ 26,781.86	\$ 26,781.86	\$ 5,000.00	\$ 5,000.00	\$ 7,566.00	\$ 7,566.00	\$ 36,403.00	\$ 36,403.00	\$ 16,500.00	\$ 16,500.00	\$ 88,000.00	\$ 88,000.00	\$ 33,000.00	\$ 33,000.00	\$ 66,087.00	\$ 66,087.00	\$ 37,000.00	\$ 37,000.00	\$ 10,000.00	\$ 10,000.00				
A.6	Clearing, grubbing and disposal of trees, shrubs and stumps complete	100%	L.S.	\$ 827.00	\$ 827.00	\$ 1,638.86	\$ 1,638.86	\$ 1,437.50	\$ 1,437.50	\$ 500.00	\$ 500.00	\$ 824.00	\$ 824.00	\$ 1,885.00	\$ 1,885.00	\$ 2,400.00	\$ 2,400.00	\$ 1,590.00	\$ 1,590.00	\$ 3,800.00	\$ 3,800.00	\$ 3,352.00	\$ 3,352.00	\$ 9,200.00	\$ 9,200.00	\$ 6,000.00	\$ 6,000.00				
A.7	Remove and dispose of existing corrugated steel culvert	100%	L.S.	\$ 5,380.00	\$ 5,380.00	\$ 2,340.94	\$ 2,340.94	\$ 4,638.68	\$ 4,638.68	\$ 15,000.00	\$ 15,000.00	\$ 7,625.00	\$ 7,625.00	\$ 12,550.00	\$ 12,550.00	\$ 13,490.00	\$ 13,490.00	\$ 2,575.00	\$ 2,575.00	\$ 4,800.00	\$ 4,800.00	\$ 6,480.00	\$ 6,480.00	\$ 9,920.00	\$ 9,920.00	\$ 7,500.00	\$ 7,500.00				
A.8	Protect and support Hay fibre optic cable	100%	L.S.	\$ 746.00	\$ 746.00	\$ 909.60	\$ 909.60	\$ 172.51	\$ 172.51	\$ 500.00	\$ 500.00	\$ 1,115.00	\$ 1,115.00	\$ 3,395.00	\$ 3,395.00	\$ 5,460.00	\$ 5,460.00	\$ 2,940.00	\$ 2,940.00	\$ 3,400.00	\$ 3,400.00	\$ 10,258.00	\$ 10,258.00	\$ 750.00	\$ 750.00	\$ 2,000.00	\$ 2,000.00				
SUB-TOTAL SECTION A - PROJECT PREPARATION AND REMOVALS					\$ 34,659.00		\$ 56,631.15		\$ 49,546.53		\$ 58,500.00		\$ 40,673.00		\$ 86,977.00		\$ 62,200.00		\$ 123,580.00		\$ 108,000.00		\$ 159,842.00		\$ 111,370.00		\$ 70,000.00				
SECTION B - CONCRETE BOX CULVERT																															
B.1	Contractor layout	100%	L.S.	\$ 1,403.00	\$ 1,403.00	\$ 1,622.09	\$ 1,622.09	\$ 2,875.00	\$ 2,875.00	\$ 4,000.00	\$ 4,000.00	\$ 220.00	\$ 220.00	\$ 1,095.00	\$ 1,095.00	\$ 2,950.00	\$ 2,950.00	\$ 2,000.00	\$ 2,000.00	\$ 4,800.00	\$ 4,800.00	\$ 7,326.00	\$ 7,326.00	\$ 5,000.00	\$ 5,000.00	\$ 2,500.00	\$ 2,500.00				
B.2	Earth excavation and grading	100%	L.S.	\$ 8,280.00	\$ 8,280.00	\$ 28,937.53	\$ 28,937.53	\$ 22,630.28	\$ 22,630.28	\$ 35,000.00	\$ 35,000.00	\$ 26,780.00	\$ 26,780.00	\$ 27,840.00	\$ 27,840.00	\$ 22,050.00	\$ 22,050.00	\$ 27,500.00	\$ 27,500.00	\$ 38,000.00	\$ 38,000.00	\$ 45,794.00	\$ 45,794.00	\$ 120,000.00	\$ 120,000.00	\$ 28,000.00	\$ 28,000.00				
B.3	Well graded crushed stone wrapped in geotextile filter cloth (300mm thick)	100%	L.S.	\$ 5,509.00	\$ 5,509.00	\$ 5,211.52	\$ 5,211.52	\$ 10,300.76	\$ 10,300.76	\$ 3,500.00	\$ 3,500.00	\$ 4,000.00	\$ 4,000.00	\$ 5,010.00	\$ 5,010.00	\$ 6,500.00	\$ 6,500.00	\$ 12,050.00	\$ 12,050.00	\$ 6,400.00	\$ 6,400.00	\$ 9,509.00	\$ 9,509.00	\$ 8,250.00	\$ 8,250.00	\$ 7,000.00	\$ 7,000.00				
B.4	Precast concrete retaining walls	68.0	m²	\$ 457.00	\$ 31,076.00	\$ 344.68	\$ 23,438.24	\$ 401.21	\$ 27,282.28	\$ 450.00	\$ 30,600.00	\$ 600.00	\$ 40,800.00	\$ 459.13	\$ 31,220.84	\$ 445.00	\$ 30,260.00	\$ 604.00	\$ 41,072.00	\$ 540.00	\$ 36,720.00	\$ 603.00	\$ 41,004.00	\$ 1,250.00	\$ 85,000.00	\$ 560.00	\$ 38,080.00				
B.5	Class R-10 rip rap (through culvert)	105.0	m²	\$ 108.00	\$ 11,340.00	\$ 49.49	\$ 5,196.45	\$ 53.98	\$ 5,667.90	\$ 50.00	\$ 5,250.00	\$ 47.10	\$ 4,945.50	\$ 36.50	\$ 3,832.50	\$ 53.00	\$ 5,565.00	\$ 63.60	\$ 6,678.00	\$ 50.00	\$ 5,250.00	\$ 76.00	\$ 7,980.00	\$ 70.00	\$ 7,350.00	\$ 70.00	\$ 7,350.00				
B.6	Class R-50 rip rap with filter fabric (embankments)	240.0	m²	\$ 60.00	\$ 14,400.00	\$ 40.59	\$ 9,741.60	\$ 54.34	\$ 13,041.60	\$ 40.00	\$ 9,600.00	\$ 36.80	\$ 8,832.00	\$ 31.50	\$ 7,560.00	\$ 53.00	\$ 12,720.00	\$ 49.50	\$ 11,880.00	\$ 60.00	\$ 14,400.00	\$ 86.00	\$ 20,640.00	\$ 74.00	\$ 17,760.00	\$ 70.00	\$ 16,800.00				
B.7 - OPTION 1 - Cast-in-place Concrete Box Culvert (as per Contract Drawings)																															
B.7.1	Supply and place reinforcing steel in cut-off walls	100%	L.S.		\$ -	\$ 3,995.47	\$ 3,995.47		\$ -	\$ -	\$ -	\$ -	\$ 1,300.00	\$ 1,300.00		\$ -		\$ -		\$ -	\$ 1,360.00	\$ 1,360.00		\$ -	\$ 2,500.00	\$ 2,500.00					
B.7.2	Form and pour concrete cut-off wall (approx 2.5m³ each)	2.0	ea.		\$ -	\$ 1,946.04	\$ 3,892.08		\$ -	\$ -	\$ -	\$ -	\$ 3,447.50	\$ 6,895.00		\$ -		\$ -		\$ -	\$ 4,196.00	\$ 8,392.00		\$ -	\$ 4,500.00	\$ 9,000.00					
B.7.3	Supply and place reinforcing steel in concrete box culvert	100%	L.S.		\$ -	\$ 65,150.01	\$ 65,150.01		\$ -	\$ -	\$ -	\$ -	\$ 66,295.00	\$ 66,295.00		\$ -		\$ -		\$ -	\$ 84,163.00	\$ 84,163.00		\$ -	\$ 40,000.00	\$ 40,000.00					
B.7.4	Form and pour concrete box culvert (approx 144m³)	100%	L.S.		\$ -	\$ 101,873.13	\$ 101,873.13		\$ -	\$ -	\$ -	\$ -	\$ 119,556.00	\$ 119,556.00		\$ -		\$ -		\$ -	\$ 167,460.00	\$ 167,460.00		\$ -	\$ 152,000.00	\$ 152,000.00					
B.7.5	Waterproofing	100%	L.S.		\$ -	\$ 6,953.38	\$ 6,953.38		\$ -	\$ -	\$ -	\$ -	\$ 7,997.00	\$ 7,997.00		\$ -		\$ -		\$ -	\$ 7,939.00	\$ 7,939.00		\$ -	\$ 7,500.00	\$ 7,500.00					
B.8 - OPTION 2 - Precast Concrete Box Culvert																															
B.8.1	Supply and install precast concrete cut-off walls	2.0	ea.	\$ 4,141.00	\$ 8,282.00		\$ -	\$ 4,237.48	\$ 8,474.96	\$ 3,000.00	\$ 6,000.00	\$ 4,228.00	\$ 8,456.00	\$ 3,992.50	\$ 7,985.00	\$ 4,470.00	\$ 8,940.00	\$ 4,600.00	\$ 9,200.00	\$ 4,400.00	\$ 8,800.00		\$ -	\$ 65,000.00	\$ 130,000.00		\$ -				
B.8.2	Supply and install 4.88m span x 3.35 rise precast concrete box culvert	100%	L.S.	\$ 196,653.00	\$ 196,653.00		\$ -	\$ 201,687.58	\$ 201,687.58	\$ 212,000.00	\$ 212,000.00	\$ 231,845.00	\$ 231,845.00	\$ 206,795.00	\$ 206,795.00	\$ 202,000.00	\$ 202,000.00	\$ 195,900.00	\$ 195,900.00	\$ 212,000.00	\$ 212,000.00		\$ -	\$ 226,000.00	\$ 226,000.00		\$ -				
B.8.3	Waterproofing and joint sealing	100%	L.S.	\$ 2,816.00	\$ 2,816.00		\$ -	\$ 5,250.62	\$ 5,250.62	\$ 5,000.00	\$ 5,000.00	\$ 4,000.00	\$ 4,000.00	\$ 21,914.00	\$ 21,914.00	\$ 21,015.00	\$ 21,015.00	\$ 14,300.00	\$ 14,300.00	\$ 7,630.00	\$ 7,630.00		\$ -	\$ 23,000.00	\$ 23,000.00		\$ -				
SUB-TOTAL SECTION B - CONCRETE BOX CULVERT					\$ 279,759.00		\$ 256,011.50		\$ 297,210.98		\$ 310,950.00		\$ 329,878.50		\$ 278,601.34		\$ 312,000.00		\$ 320,580.00		\$ 334,000.00		\$ 401,567.00		\$ 622,360.00		\$ 310,730.00				
SECTION C - WATERMAIN																															
C.1	Abandon / remove existing watermain	100%	L.S.	\$ 747.00	\$ 747.00	\$ 9,510.45	\$ 9,510.45	\$ 759.47	\$ 759.47	\$ 1,000.00	\$ 1,000.00	\$ 2,869.00	\$ 2,869.00	\$ 2,385.00	\$ 2,385.00	\$ 1,000.00	\$ 1,000.00	\$ 2,335.00	\$ 2,335.00	\$ 4,000.00	\$ 4,000.00	\$ 3,298.00	\$ 3,298.00	\$ 1,200.00	\$ 1,200.00	\$ 1,800.00	\$ 1,800.00				
C.2	HDD 100mm dia watermain	70.0	m	\$ 220.00	\$ 15,400.00	\$ 179.75	\$ 12,582.50	\$ 283.79	\$ 19,865.30	\$ 225.00	\$ 15,750.00	\$ 242.50	\$ 16,975.00	\$ 189.14	\$ 13,239.80	\$ 250.00	\$ 17,500.00	\$ 263.00	\$ 18,410.00	\$ 400.00	\$ 28,000.00	\$ 271.00	\$ 18,970.00	\$ 481.00	\$ 33,670.00	\$ 205.71	\$ 14,400.00				
C.3	100mm dia. gate valve and box	2.0	each	\$ 947.00	\$ 1,894.00	\$ 1,488.37	\$ 2,976.74	\$ 1,167.61	\$ 2,335.22	\$ 1,500.00	\$ 3,000.00	\$ 986.00	\$ 1,972.00	\$ 2,090.50	\$ 4,181.00	\$ 1,500.00	\$ 3,000.00	\$ 1,090.00	\$ 2,180.00	\$ 1,800.00	\$ 3,600.00	\$ 3,285.00	\$ 6,570.00	\$ 1,850.00	\$ 3,700.00	\$ 1,500.00	\$ 3,000.00				
C.4	Connections to existing watermain	2.0	each	\$ 2,035.00	\$ 4,070.00	\$ 1,714.60	\$ 3,429.20	\$ 4,568.63	\$ 9,137.26	\$ 1,500.00	\$ 3,000.00	\$ 3,635.00	\$ 7,270.00	\$ 3,145.00	\$ 6,290.00	\$ 1,750.00	\$ 3,500.00	\$ 3,175.00	\$ 6,350.00	\$ 3,200.00	\$ 6,400.00	\$ 1,388.00	\$ 2,776.00	\$ 6,350.00	\$ 12,700.00	\$ 1,400.00	\$ 2,800.00				
SUB-TOTAL SECTION C - WATERMAIN					\$ 22,111.00		\$ 28,498.89		\$ 32,097.25		\$ 22,750.00		\$ 29,086.00		\$ 26,095.80		\$ 25,000.00		\$ 29,275.00		\$ 42,000.00		\$ 31,614.00		\$ 51,270.00		\$ 22,000.00				
SECTION D - ROAD WORKS																															
D.1	Granular "A"	250.0	tonne	\$ 25.85	\$ 6,462.50	\$ 22.76	\$ 5,690.00	\$ 18.75	\$ 4,687.50	\$ 16.00	\$ 4,000.00	\$ 20.80	\$ 5,200.00	\$ 22.85	\$ 5,712.50	\$ 28.00	\$ 7,000.00	\$ 23.80	\$ 5,900.00	\$ 28.00	\$ 7,000.00	\$ 74.00	\$ 18,500.00	\$ 34.75	\$ 8,687.50	\$ 22.00	\$ 5,500.00				
D.2	Granular "B" (including backfill around structure)	2200.0	tonne	\$ 20.35	\$ 44,770.00	\$ 18.33	\$ 40,326.00	\$ 14.40	\$ 31,680.00	\$ 15.00	\$ 33,000.00	\$ 16.80	\$ 36,520.00	\$ 20.50	\$ 45,100.00	\$ 18.00	\$ 39,600.00	\$ 17.10	\$ 37,620.00	\$ 20.00	\$ 44,000.00	\$ 29.00	\$ 63,800.00	\$ 19.00	\$ 41,800.00	\$ 16.00	\$ 35,200.00				
D.3	Site restoration	100%	L.S.	\$ 2,903.00	\$ 2,903.00	\$ 5,294.09	\$ 5,294.09	\$ 7,744.27	\$ 7,744.27	\$ 1,000.00	\$ 1,000.00	\$ 1,980.00	\$ 1,980.00	\$ 6,825.00	\$ 6,825.00	\$ 5,700.00	\$ 5,700.00	\$ 5,360.00	\$ 5,360.00	\$ 9,000.00	\$ 9,000.00	\$ 7,330.00	\$ 7,330.00	\$ 15,000.00	\$ 15,000.00	\$ 5,000.00	\$ 5,000.00				
SUB-TOTAL SECTION D - ROAD WORKS					\$ 54,135.50		\$ 51,310.09		\$ 44,111.77		\$ 38,000.00		\$ 43,700.00		\$ 57,637.50		\$ 52,300.00		\$ 48,880.00		\$ 60,000.00		\$ 89,630.00		\$ 65,487.50		\$ 45,700.00				
SECTION E - PROVISIONAL																															
E.1	Earth excavation below subgrade	10.0	m³	\$ 42.30	\$ 423.00	\$ 169.02	\$ 1,690.20	\$ 20.24	\$ 202.40	\$ 35.00	\$ 350.00	\$ 39.30	\$ 393.00	\$ 20.00	\$ 200.00	\$ 40.00	\$ 400.00	\$ 17.50	\$ 175.00	\$ 50.00	\$ 500.00	\$ 107.00	\$ 1,070.00	\$ 85.00	\$ 850.00	\$ 100.00	\$ 1,000.00				
E.2	Supply and place lean mix concrete	10.0	m³	\$ 256.00	\$ 2,560.00	\$ 345.86	\$ 3,458.60	\$ 364.64	\$ 3,646.40	\$ 200.00	\$ 2,000.00	\$ 280.00	\$ 2,800.00	\$ 200.00	\$ 2,000.00	\$ 180.00	\$ 1,800.00	\$ 380.00	\$ 3,800.00	\$ 300.00	\$ 3,000.00	\$ 190.00	\$ 1,900.								



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Don Giberson, Environmental Services Director**
Date: January 21 2019
Report: ESD.19.04
Subject: Proposed 2019 Waste Management Fees

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Operations and Infrastructure RE: Proposed 2019 Waste Management Fees; and

That South Huron Council authorize the Fees and Charges By-law #34-2015 be amended to increase the current 2018 Waste Management curbside waste collection and recycling fees by 3.5% effective January 1, 2019.

Purpose:

The purpose of this report is to obtain Council approval to increase the 2019 curbside automated waste collection and recycling fees.

Background and Analysis:

Bluewater Recycling Association Board of Directors approved their 2019 budget with increases of 2.2% for curbside waste co-collection service and 3.0% for recycling service.

The 2.2% increase for curbside waste collection is the annual increase due to inflation and represents the CPI rate as of September 2018. The 3% increase for recycling fees is BRA's first increase in recycling fees for the last three years.

Combined with the increase in the number of bins and customers serviced, this results in an overall increase in the total BRA contract of \$17,172.27 or an increase of 3.5%

The proposed curbside waste collection and recycling fee increases are intended to offset only the contracted service cost increases from BRA.

Operational Considerations:

There were no alternatives considered.

South Huron's Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

Increased Communications and Municipal Leadership

Transparent, Accountable and Collaborative Governance

Dedicated Economic Development Effort

Financial Impact:

The revenue projection in the proposed 2019 Solid Waste Operating Budget is based on a curbside waste collection and a curbside recycling fee increase of 3.5%.

The following is the proposed fee schedule:

Waste Management	2018 Fees	"Proposed" 2019 Fees
Individual curbside waste/recycling service		
Recycling (all bins sizes)	\$41.40 per year	\$42.85 per year
Small Garbage Bin (35 gal – 2 bag)	\$87.77 per year/per bin	\$90.84per year/per bin
Medium Garbage Bin (65 gal – 4 bag)	\$109.83 per year/per bin	\$113.67 per year/per bin
Large Garbage Bin (95 gal – 6 bag)	\$142.79 per year/per bin	\$147.79 per year/per bin
Depot Service (per bin cost)		
Recycling (65 gal)	\$41.40 per year	\$42.85 per year
Recycling (95 gal)	\$41.40 per year	\$42.85 per year
Recycling (6 yd3)	\$41.40 per year	\$42.85 per year
Small Garbage Bin (35 gal – 2 bag)	\$87.77 per year/per bin	\$90.84per year/per bin
Medium Garbage Bin (65 gal – 4 bag)	\$109.83 per year/per bin	\$113.67 per year/per bin
Large Garbage Bin (95 gal – 6 bag)	\$142.79 per year/per bin	\$147.79 per year/per bin

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. Proposed 2019 Waste Management Operating Budget

Consultation:

Director of Financial Services/Treasurer
Chief Administrative Officer

Related Documents:

None

Respectfully submitted,

A handwritten signature in black ink, consisting of a large, stylized 'D' followed by several vertical strokes and a horizontal line at the bottom.

Don Giberson, Environmental Services Director



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Dwayne McNab, Development Services
Manager/CBO**
Date: January 15 2019
Report: CBO 01.2019
Subject: Quarterly Building Activity Report (Q4) and 2018
Building Activity Report

Recommendations:

That South Huron Council receives the report from D. McNab, Chief Building Official re: Quarterly Building Activity Report (Q4) and the Building Activity Report completed to the end of December 2018 for information only.

Purpose:

Information.

Background and Analysis:

This report details the building activity in South Huron for the final quarter of 2018 (October – December). Further included with this report are the year-end activity numbers for 2018.

As of the end of December 2018 there were a total of 177 Building Permits issued with a construction value of \$40,384,055.50. This construction value represents an increase in permit values of 19.1% over 2017.

Detailed in the report, 25 new single family dwellings were approved in 2018 having a construction value of \$10,005,000.00. This represented a 31.5% increase over 2017 (19 new single family dwellings were approved in 2017).

Permit activity in the rural sector for agricultural projects were comparable to 2017.

Operational Considerations:

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

South Huron's Strategic Plan:

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

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

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

Consultation:

I.Datars – Administrative Building Assistant

Related Documents:

Quarterly Building Activity Report (Q4)

2018 Building Activity Report

Permit Activity by Month

5 Year Summary

Respectfully submitted,

Dwayne McNab, Chief Building Official



Q4: October to December BUILDING ACTIVITY REPORT

TYPE OF PERMIT	PERMITS		CONSTRUCTION VALUE		WARD					
	2017	2018	2017	2018	2017			2018		
					Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne	Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne
Residential										
Multiple Residential Unit	0	0	\$ -	\$ -	0	0	0	0	0	0
Multiple Residential Unit Addition/ Alteration	0	0	\$ -	\$ -	0	0	0	0	0	0
Single Family Dwelling	3	6	\$ 1,035,000.00	\$ 1,620,000.00	0	3	0	6	0	0
Residential Addition/ Alteration	14	2	\$ 463,668.75	\$ 300,000.00	8	5	1	2	0	0
Residential Accessory Building	4	0	\$ 27,500.00	\$ -	2	2	0	0	0	0
Trailer Unit	1	5	\$ 100,000.00	\$ 580,000.00	1	0	0	5	0	0
Trailer Addition/ Alteration	1	0	\$ 5,100.00	\$ -	1	0	0	0	0	0
Commercial										
Commercial New Construction	2	0	\$ 1,904,000.00	\$ -	0	2	0	0	0	0
Commercial Addition/Alteration	2	2	\$ 210,000.00	\$ 60,000.00	1	1	0	1	1	0
Industrial										
Industrial New Construction	0	1	\$ -	\$ 35,000.00	0	0	0	0	1	0
Industrial Addition/Alteration	0	1	\$ -	\$ 100,000.00	0	0	0	0	1	0
Institutional										
Institutional New Construction	0	0	\$ -	\$0.00	0	0	0	0	0	0
Institutional Addition/Alteration	0	2	\$ -	\$75,000.00	0	0	0	1	1	0
Agriculture										
Agricultural New Construction	7	2	\$ 4,045,000.00	\$ 82,500.00	3	0	4	0	0	2
Agricultural Addition	0	1	\$ -	\$ 3,500.00	0	0	0	1	0	0
Septic Permits	5	2	\$ 32,000.00	\$ 28,000.00	3	1	1	2	0	0
Demolitions	3	4	\$ 45,000.00	\$ 16,000.00	1	2	0	2	2	0
Change of Use	0	0	\$ -	\$ -	0	0	0	0	0	0
Wind Turbine	0	0	\$ -	\$ -	0	0	0	0	0	0
TOTALS	42	28	\$ 7,867,268.75	\$ 2,900,000.00	20	16	6	20	6	2
Fees Charges			2017	2018						
	Building Permits		\$ 67,837.07	\$ 27,744.54						
	Compliance Letters		\$ -	\$ 1,575.00						
	Total Development Charges		\$ -	\$ 11,224.00						
TOTAL			\$ 67,837.07	\$ 40,543.54						



2018 BUILDING ACTIVITY REPORT

TYPE OF PERMIT	PERMITS		CONSTRUCTION VALUE		WARD					
	2017	2018	2017	2018	2017			2018		
					Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne	Ward 1: Stephen	Ward 2: Exeter	Ward 3: Usborne
Residential										
Multiple Residential Unit	5	1	\$ 4,300,000.00	\$ 950,000.00	0	5	0	0	1	0
Multiple Residential Unit Addition/ Alteration	0	2	\$ -	\$ 85,000.00	0	0	0	0	2	0
Single Family Dwelling	19	25	\$ 6,112,000.00	\$ 10,005,000.00	4	13	2	12	10	3
Residential Addition/ Alteration	35	32	\$ 1,535,100.75	\$ 1,885,757.00	14	13	8	8	18	6
Residential Accessory Building	17	22	\$ 275,600.00	\$ 600,000.00	7	7	3	11	9	2
Trailer Unit	6	11	\$ 575,000.00	\$ 1,174,200.00	6	0	0	11	0	0
Trailer Addition/ Alteration	8	5	\$ 99,240.88	\$ 54,400.00	8	0	0	5	1	0
Commercial										
Commercial New Construction	4	1	\$ 3,485,000.00	\$ 52,500.00	1	1	2	1	0	0
Commercial Addition/Alteration	9	9	\$ 998,493.37	\$ 950,196.00	4	3	2	2	7	0
Industrial										
Industrial New Construction	2	3	\$ 2,910,000.00	\$ 14,463,000.00	2	0	0	2	1	0
Industrial Addition/Alteration	0	2	\$ -	\$ 120,000.00	0	0	0	0	2	0
Instritutional										
Institutional New Construction	4	1	\$ 76,300.00	\$ 500,000.00	0	2	2	0	1	0
Institutional Addition/ Alteration	4	5	\$ 619,904.60	\$ 375,764.38	0	4	0	1	3	1
Agriculture										
Agricultural New Construction	22	25	\$ 12,397,150.00	\$ 6,363,788.12	7	0	15	13	0	12
Agricultural Addition	1	5	\$ 200,000.00	\$ 2,347,500.00	1	0	0	4	0	1
Septic Permits	12	18	\$ 81,000.00	\$ 213,200.00	5	1	6	12	0	6
Demolitions	11	10	\$ 148,500.00	\$ 243,750.00	3	8	0	5	5	0
Change of Use	0	0	\$ -	\$ -	0	0	0	0	0	0
Wind Turbine	0	0	\$ -	\$ -	0	0	0	0	0	0
TOTALS	159	177	\$ 33,813,289.60	\$ 40,384,055.50	62	57	40	87	60	31
Fees Charges			2017	2018						
	Building Permits		\$ 258,397.40	\$ 309,858.20						
	Compliance Letters		\$ -	\$ 8,700.00						
	Total Development Charges		\$ -	\$ 74,987.00						
TOTAL			\$ 258,397.40	\$ 393,545.20						



MUNICIPALITY OF SOUTH HURON PERMIT ACTIVITY BY MONTH

2018 Permit Activity

Month	Count	Work Value	Fees
January	8	\$1,354,720.00	\$13,401.76
February	5	\$117,000.00	\$2,904.18
March	11	\$2,176,500.00	\$15,836.15
April	20	\$5,216,150.00	\$40,283.95
May	23	\$17,417,500.00	\$116,375.01
June	21	\$2,840,424.38	\$21,046.41
July	19	\$3,042,516.00	\$28,211.09
August	22	\$3,802,995.12	\$29,994.44
September	20	\$1,516,250.00	\$14,060.67
October	15	\$1,325,500.00	\$11,672.29
November	10	\$1,224,500.00	\$11,036.55
December	3	\$350,000.00	\$5,035.70
177	\$40,384,055.50	\$309,858.20	

2017 Permit Activity

Month	Count	Work Value	Fees
January	5	\$369,000.00	\$4,425.17
February	7	\$2,231,000.00	\$20,444.16
March	9	\$3,445,957.17	\$37,453.91
April	17	\$9,004,500.00	\$38,103.59
May	15	\$2,075,272.88	\$15,608.55
June	16	\$3,827,940.80	\$26,338.47
July	17	\$2,267,650.00	\$22,134.91
August	13	\$1,009,700.00	\$10,278.72
September	19	\$1,730,000.00	\$17,622.85
October	25	\$4,837,968.75	\$51,698.08
November	14	\$2,917,300.00	\$12,333.99
December	2	\$97,000.00	\$1,955.00
Totals	159	\$33,813,289.60	\$258,397.40



MUNICIPALITY OF SOUTH HURON 5 YEAR SUMMARY

YEAR	NUMBER OF PERMITS	NUMBER OF PERMITS	CONSTRUCTION VALUE	CONSTRUCTION VALUE
2014	184*	134	\$75,166,059.09*	\$27,666,059.09
2015	158**	151	\$27,153,571.05**	\$19,453,571.05
2016	135	135	\$18,511,711.58	\$18,511,711.58
2017	159	159	\$33,643,289.60	\$33,643,289.60
2018	177	177	\$40,384,055.50	\$40,384,055.50
5 YEAR AVERAGE	163	151	\$38,971,737.36	\$27,931,737.36

*INCLUDES 50 WINDTURBINES AT \$47,500,000.00

**INCLUDES 7 WINDTURBINES AT \$7,700,000.00



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Rebekah Msuya-Collison, Municipal Clerk**
Date: January 21 2019
Report: 4-2018
Subject: 2019 Accessibility Plan

Recommendations:

That the report of Rebekah Msuya-Collison, Clerk be received; and

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

Purpose:

For approval.

Background and Analysis:

The Huron County Accessibility Advisory Committee (HCACC) was established in 2005 with the purpose of assisting the County of Huron and all lower tier municipalities in Huron County to fulfill the legislative mandates of the Ontarians with Disabilities Act and the Accessibility for Ontarians with Disabilities Act. South Huron participates on the HCACC working group and assists the Committee in identifying issues that need review.

Ontarians with Disabilities Act, 2001 (ODA, 2001) and Accessibility for Ontarians with Disabilities Act (AODA, 2005) are provincial legislation requiring municipalities to address issues around disabilities and barriers to accessibility. The ODA requires all Ontario municipalities to:

- Develop an Annual Accessibility Plan, in consultation with people with disabilities
- Appoint an Accessibility Advisory Committee if over 10,000 in population
- Make the Accessibility Plan available to the public

The Huron County Accessibility Advisory Committee requests that municipal councils adopt this document by By-law. The Municipality of South Huron is a community that recognizes that people are its most valuable asset and will work to prevent and remove barriers for persons with disabilities. Once approval is obtained for the revised Multi 5- Year Accessibility Plan, it will be posted on the municipal website and will be implemented.

Operational Considerations:

As this is a legislative requirement, no other operational considerations were examined.

South Huron's Strategic Plan:

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

- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable, and Collaborative Governance

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

Ontarians with Disabilities Act, 2001 (ODA, 2001)

Accessibility for Ontarians with Disabilities Act (AODA, 2005)

Consultation:

Huron County Accessibility Advisory Committee

Related Documents:

2019 Annual Accessibility Plan – Schedule “A” to By-Law 7-2019

Respectfully submitted,

Rebekah Msuya-Collison, Municipal Clerk



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Rebekah Msuya-Collison, Municipal Clerk**
Date: January 21 2019
Report: 5-2019
Subject: Animal Control Tribunal Update

Recommendations:

That South Huron Council receives the report from Rebekah Msuya-Collison, Municipal Clerk re: Animal Control Tribunal Update.

Purpose:

For information.

Background and Analysis:

At the January 7, 2019 Regular Council Meeting, South Huron Council directed a follow up report outlining the impacts of removing a vicious dog designation, the appeal rights for dog owners, the role of the Animal Tribunal and it's authority.

South Huron Animal Control By-Law 21-2018 provides the definition of a "vicious dog" to mean:

"any individual dog that:

- a) Has, in the absence of any mitigating factor, attacked, bitten or caused injury to a person or has demonstrated a propensity, tendency or disposition to do so; or
- b) Has significantly injured or killed a domestic or farm animal; or
- c) Having been previously designated as a potentially vicious dog is kept or permitted to be kept in violation of the requirements for such dog."

It can be quite difficult to proceed with an Order for Vicious Dog as the definition may be quite subjective depending on the enforcement officer. There is no specific criteria that is a constant, no definitive way to measure the temperament. There is also a difficulty in removing the designation as there is no clear definition on what if any determination must take place to remove the designation, ex. confirmation from veterinarian, time since last infraction etc. It would be quite difficult for the Tribunal to be clear on what standards apply to remove the designation and may deny natural procedural fairness.

The By-Law also provides in Section 8 the process of designating a potentially vicious or vicious dogs and outlines the appeal process. This is the only section in the current Animal Control By-Law that references that Council establishes the Animal Control Tribunal.

By-Law 85-2018 establishes the Animal Control Tribunal and includes the terms of reference and Rules of Procedure. The South Huron Animal Control Tribunal is an independent quasi-judicial tribunal that reviews the decisions of the Animal Control Officer and By-Law Enforcement Officer" and has the authority to confirm, rescind the determination of a vicious or potentially vicious dog order.

The Dog Owners' Liability Act, R.S.O. 1990 under Paragraph 4 already provides for proceedings in the Ontario Court of Justice against an owner of a dog if it is alleged that:

- a) the dog has bitten or attacked a person or domestic animal;
- b) the dog has behaved in a manner that poses a menace to the safety of persons or domestic animals; or
- c) the owner did not exercise reasonable precautions to prevent the dog from,
 - a. biting or attacking a person or domestic animal, or
 - b. behaving in a manner that poses a menace to the safety of persons or domestic animals

In addition, the infractions noted in the Animal Control By-Law "Short Form Wording" has already been approved by the Ministry of the Attorney General and can be appealed to a Justice of the Peace.

Currently, there is a lack of clarity for the Tribunal and a decision whether the Tribunal is required when there is an alternate method to proceeding available. It is recommended that Council consider that the Dog Owners' Liability Act (DOLA) be utilized in lieu of the South Huron Animal Control Tribunal. This would eliminate Municipal enforcement and would rely on the Act to determine which animals need to be designated.

Next Steps:

- a) Remove reference to South Huron Animal Control Tribunal in Animal Control By-Law 21-2018
- b) Amend 21-2018 to Revoke any current designations
- c) Remove Clauses 8 and 9 from By-Law 21-2018
- d) Rescind Animal Control Tribunal By-Law 85-2018
- e) Contact Ministry of Attorney General to provide amendment to By-Law
- f) Update Fees & Charges By-Law to remove licence fee for designation.

Operational Considerations:

The Tribunal's meeting management support is provided through the Clerk's department.

South Huron's Strategic Plan:

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

- ✓ Transparent, Accountable and Collaborative Governance

Financial Impact:

The Tribunal's operating budget is provided through the Clerk's department.

Legal Impact:

Legal implications as outlined in the report.

Staffing Impact:

Staffing implications as noted in the report.

Policies/Legislation:

Dog Owners Liability Act, 1990

South Huron Animal Control By-law 21-2018

South Huron Animal Control Tribunal By-Law 85-2018

Consultation:

Rachel Anstett, Administrative Assistant

Related Documents:

Respectfully submitted,

Rebekah Msuya-Collison, Municipal Clerk



Staff Report

Report To: Dan Best, Chief Administrative Officer
From: **Rebekah Msuya-Collison, Municipal Clerk**
Date: January 21 2019
Report: 6-2019
Subject: Post-Election Accessibility Report

Recommendations:

That South Huron Council receive the report from R. Msuya-Collison re: Post-Election Accessibility Report.

Purpose:

Information.

Background and Analysis:

In accordance with section 12.1(3) of the Municipal Elections Act, 1996, the Clerk shall provide a report, within 90 days after voting day in a regular election, about the identification, removal and prevention of barriers that affect electors and candidates with accessibility needs. The report will be available to the public and posted on the Municipal website in an accessible format.

The focus of the Post-Election Accessibility Report is to evaluate the accessibility of the electoral services offered to all electors and candidates in the 2018 Municipal Election. This report outlines the various initiatives undertaken during the course of the 2018 Municipal Election regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

Feedback

Public feedback about the manner in which election services were provided to persons with accessible needs may be submitted to the Clerk through a variety of methods:

- Telephone: 519-235-0310
- Email: clerk@southhuron.ca
- Mail or in person: 322 Main Street South, Box 759 Exeter ON N0M1S6

The feedback process provides election staff with an opportunity to take corrective measures to prevent similar recurrences, address training needs, enhance service delivery and provide alternative methods of providing election services. The report is on the website.

Operational Considerations:

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

South Huron's Strategic Plan:

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

- ✓ Transparent, Accountable, and Collaborative Governance

Financial Impact:

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

Legal Impact:

Required by legislation, there are no legal implications as a result of the actions outlined in this report.

Staffing Impact:

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

Policies/Legislation:

Municipal Elections Act, 1996

Consultation:

Simply Voting, Election System Provider

South Huron Election Working Group (Rachel Anstett, Laurie Clapp, Donna Glanville, Sue Johnson, Maggie McBride, Angela Shipway)

Related Documents:

2018 Post Election Accessibility Report

Respectfully submitted,

Rebekah Msuya-Collison, Municipal Clerk



Post-Election Accessibility Report

2018 Municipal Election

**The Corporation of the Municipality
of South Huron**

January 17, 2019

Introduction

The Municipality of South Huron was committed to making the 2018 Municipal Election accessible by working to accommodate the needs of electors by removing barriers to vote for persons with disabilities. The focus of the Post-Election Accessibility Report is to evaluate the accessibility of the electoral services offered to all electors and candidates in the 2018 Municipal Election.

This report outlines the various initiatives undertaken during the course of the 2018 Municipal Election regarding the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

Post-election Reporting

In accordance with section 12.1(3) of the Municipal Elections Act, 1996, the Clerk shall provide a report, within 90 days after voting day in a regular election, about the identification, removal and prevention of barriers that affect electors and candidates with accessibility needs. The report will be available to the public and posted on the municipal website in an accessible format.

Leading up to the election, an Election Accessibility Plan (the “Plan”) was developed. Upon completion, the proposed plan was included in the Election Procedures Manual for South Huron, posted on the website, supplied to all candidates and provided upon request. The 2018 Plan guides the provision of election related services to persons with disabilities. The Plan was designed to respect the dignity and independence of electors and candidates, and ensure that practices and procedures are consistent with the principles of independence, dignity, integration and equality of opportunity.

The following are the various initiatives undertaken by the Clerk’s Department during the course of the 2018 Municipal Election:

Communications and Information

1.	Ensured communication initiatives and information for candidates and electors were created in clear, simple language.
2	Communication initiatives and information for candidates and electors were available in alternate formats.
3.	Provided notice on municipal website, bulletin board and local newspaper that documents and forms were available in alternate formats.
4.	Posted all election information to municipal website, at the municipal office and in the local newspaper.
5.	Consistent font and font size was used for all printed material relating to the election.
6.	Provided candidates, staff and public with information relating to accessible elections, as contained in the AMCTO/MMAH “Candidates Guide to Accessible Elections”.

Voting Method and Locations

1.	<p>Provided alternative voting method – Internet/Telephone Voting to:</p> <ul style="list-style-type: none"> - Provide electors with an accessible option to vote - Improve access by eliminating the need to attend a voting location and ensure that electors are able to participate fully in the democratic process regardless of disabilities such as mobility issues - Provide convenience and accessibility for electors to vote from their own home - Eliminate the need for proxies, advance polls and voting places - Provides electors with an extended time period to vote
2.	Provided link to “How To Vote By Internet and Telephone” videos on municipal website and at municipal office.
3.	Published Internet and Telephone Voting information on website, bulletin board and in local newspaper.
4.	Consistent font and font size was used for all printed material included in voter letter.
5.	Voter letter provided to every person who qualified to be a voter by mail or in person at the Revision Centre at the municipal office.
6.	<p>Provided Voting and Revision Centre at municipal office – accessibility improved by the following measures:</p> <ul style="list-style-type: none"> - Adequate parking available - Accessible entrance with ramp and automatic door opener - Adequate lighting outside entrances and inside Revision Centre - Accessible washroom available - Curb side assistance available if needed - Trained staff available to assist if needed with any accessibility needs including assistance with the doors, reading, etc. - Permitted service animals and support persons if needed - Appropriate signage at Revision Centre – large, clear font - Seating available for voters waiting to vote - Voting station low and wide enough to enable wheelchair or scooter

Staff Training

1.	Staff training incorporated provisions to meet accessible customer service standards.
2.	Provided reference materials related to accessibility and especially accessible elections.
3.	Staff duties included identifying accessibility issues for voters and addressing them to ensure needs were met, i.e. providing extra seating for those unable to stand, assist with reading necessary material or explaining processes in clear language.
4.	Trained to identify service animals, follow municipal Accessible Customer Service Policy.
5.	Maintained a friendly and approachable demeanour.
6.	Attended nursing home and hospital to assist residents with forms to ensure they were on Voters List.

Telephone/Internet Voting provided the electors with the ability to vote from anywhere using any assistive devices that were required by the elector. All elements of voting site were properly sized and placed on voter's own device through the responsive web design. The voting site was audited against Section 508 and WCAG-2 accessibility requirements, and are accredited as A (highly accessible) by the Bureau of Internet Accessibility and was also compliant with the Accessibility for Ontarians with Disabilities Act (AODA) at Level AA of WCAG-2. See Schedule "A" to this report for Accessibility Compliance Report 2019.

Election Officials contacted South Huron Hospital and long term care home to determine mutually convenient dates to attend at their facilities to assist residents get added to, or make changes to, the Voters' List.

October 15, 2018 9:30 am - 11:30 am at Exeter Villa

October 17, 2018 1:00 pm - 3:00 pm at South Huron Hospital

Areas for improvement with telephone voting:

- During the voting period barriers were identified in the volume and audibility of the message provided by the election system provider Simply Voting. This created some difficulty and election officials ultimately recorded five electors that had chosen to vote by telephone that encountered this problem. This matter was communicated to the Voting Service Provider and rectified during the voting period as quickly as possible. It should also be noted, that many of those who contacted the Municipality were able to finish their vote without issue.
- Two voters reported that the speed of the automated prompts were fast and that instructions were received too quickly for telephone voting resulting in pressing the "#" after only selecting one councillor which prevented the voter from selecting any further councillors and moved them onto the next ballot. Election Staff offered assistance with regards to these complaints but ultimately this concern was primarily the result of user error. Notwithstanding, Staff will take this into account and work to address this challenge in the future.

Internet Voting

Eligible voters could vote online, using a smart phone, tablet device, or computer and any accompanying assistive devices or software, along with their date of birth and PIN and qualifying information, to access the internet address provided in their Voter Instruction Letter.

The Simply Voting System was created to meet the Web Content Accessibility Guidelines (WCAG-2 Level AA), so that persons with disabilities can perceive, understand, navigate and interact with the online voting system. It is compliant with the guidelines of the World Wide Web Consortium website principles, which include

organization, functionality and readability of information provided, as well as alternative ways of representing information, such as with audio.

Areas for improvement with internet voting:

- Ensuring electors are aware that at any point in the voting process they can cease and return to the voting session on an alternative method or visit a voting assistance centre if further assistance is required.
- Additional information in relation to the fact that electors have a responsibility to ensure their own technology (phone, computer, tablet) is suitable for the purposes of casting ballots and is not going to create accessibility issues.

In-person Voting at Voting Help Centre

For those individuals without means to access voting via telephone or internet, or who required the assistance of a trained Election Official, a Voter Help Centre at the municipal office was open to provide in-person internet voting opportunities via a touch screen kiosk or telephone. Municipal Staff conducted a review of the municipal office with accessibility objectives in mind. Voters were permitted to be accompanied by a support person who could be administered the “Friend of the Voter Oath” by an election official in order to grant them authority to accompany and assist a voter behind the privacy screen. Election Officials were authorized to provide assistance to any voter on request, with casting their ballot.

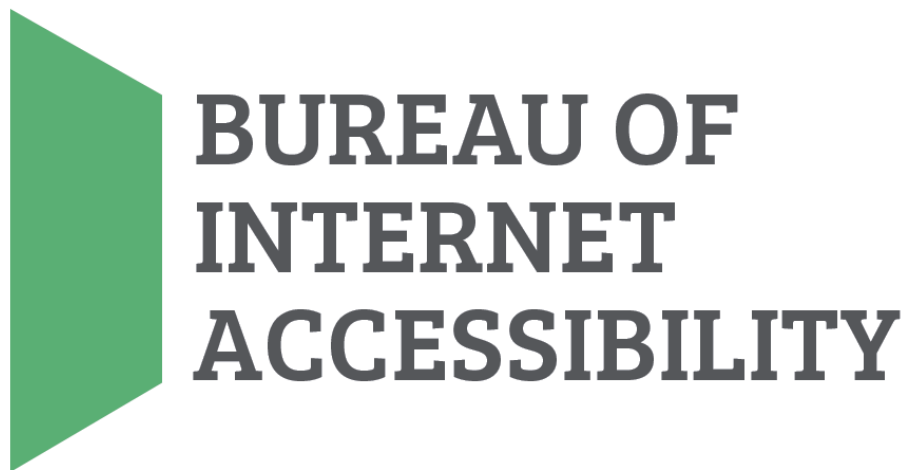
Feedback

Public feedback about the manner in which election services were provided to persons with accessible needs may be submitted to the Clerk through a variety of methods:

- Telephone: 519-235-0310
- Email: clerk@southhuron.ca
- Mail or in person: 322 Main Street S. Box 759, Exeter ON N0M 1S6

The feedback process provides election staff with an opportunity to take corrective measures to prevent similar recurrences, address training needs, enhance service delivery and provide alternative methods of providing election services.

Rebekah Msuya-Collison, Clerk
January 17, 2019



Accessibility Compliance Audit

WCAG 2.1 A/AA

of DEMO.SIMPLYVOTING.COM

Prepared by: Bureau of Internet Accessibility on Jan 09, 2019

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Table of Contents

Executive Summary

[Executive Summary Introduction](#)
[Web Content Accessibility Guidelines \(WCAG\) 2.0](#)
[The Bureau of Internet Accessibility \(BoIA\)](#)
[Project Summary](#)

WCAG A/AA Audit of [demo.simplyvoting.com](#)

[Audit Introduction](#)
[Guideline 1 - Perceivable](#)
[Guideline 2 - Operable](#)
[Guideline 3 - Understandable](#)
[Guideline 4 - Robust](#)

Web Developer's Guide

[Web Developer Introduction](#)
[Media](#) — problems related to imagery, video and plug-ins.
[Structure](#) — problems related to HTML layout markup and positioning of data.
[Text](#) — problems related to actual textual content and it's comprehension.
[Scripting](#) — problems related to Scripting. e.g in JavaScript code.
[CSS](#) — problems related to Cascading Style Sheets & inline Styles.
[Form](#) — problems related to Form controls, navigability & comprehension.

Executive Summary

Introduction

The Department of Justice (DOJ) has proclaimed that websites are a public accommodation and access to them falls under Titles II and III of the Americans with Disabilities Act (ADA). What this means is, websites need to be accessible to all users, including those relying on audio alternatives or assistive technology such as screen readers.

In an effort to work toward a globally uniform standard, The Web Accessibility Initiative (WAI) was created by the Worldwide Web Consortium (W3C). The standards outlined by this group are recognized as the international guidelines for website accessibility. These guidelines, which are collectively called the Web Content Accessibility Guidelines (WCAG), detail how to make websites accessible to all individuals with disabilities. The DOJ recognizes WCAG 2.1 Level A/AA as the accepted standard in which to judge a website's accessibility.

People of all abilities use the Internet. For some, their disability is temporary, such as after an accident or while they recover from a surgical procedure; others have been living with their disability since birth; and others grow into their impairments with age. But the common thread is that all people must have equal access to the information that is found on websites and within mobile applications.

The W3C perhaps says it best on their website:

The Web is fundamentally designed to work for all people, whatever their hardware, software, language, culture, location, or physical or mental ability. When the Web meets this goal, it is accessible to people with a diverse range of hearing, movement, sight, and cognitive ability.

Thus the impact of disability is radically changed on the Web because the Web removes barriers to communication and interaction that many people face in the physical world. However, when websites, web technologies, or web tools are badly designed, they can create barriers that exclude people from using the Web.

<https://www.w3.org/standards/webdesign/accessibility>

In addition to meeting this basic human right and being compliant with the ADA regulations, accessible websites and mobile applications have other benefits as well, such as:

Financial - Why would anyone purposely keep a potential customer from buying their product or service? That's exactly what's happening if a website can't be understood by someone using assistive technology, for example. If the user has difficulty navigating a website, they will be unable to make a purchase and that company will have lost business.

Social - One would be hard pressed to find a business that would intentionally choose to be known as an organization that does not support equal opportunity, or at least find it important enough to pursue. With social media spreading people's opinions like wildfire, the damage of a poor reputation can be hard to fix, and at times can be irreparable.

Technical - One advantageous consequence of making a website accessible, is that it forces a "clean up" of the site's code. This not only reduces ongoing maintenance time, but can also reduce the server load, speeding processes up overall.

Web Content Accessibility Guidelines (WCAG) 2.1

WCAG 2.1 consists of 13 guidelines with 50 checkpoints that are organized under four principles: perceivable, operable, understandable, and robust. For each guideline, there are testable success criteria, which are at three levels: A, AA, and AAA. Success Criteria assigned to Level A are essential. Criteria that impose a bit more developmental effort but provide better accessibility are assigned Level AA, and those with a higher burden upon content creators and are considered aspirational, are assigned Level AAA.

Principle 1: Perceivable

Information and user interface components must be presented to users in ways they can perceive. This means that users must be able to comprehend the information being depicted: It can't be invisible to all their senses.

The guidelines under this principle are:

- ❑ Provide text alternatives for non-text content.
- ❑ Provide captions and other alternatives for multimedia.
- ❑ Create content that can be presented in different ways without losing meaning. Make it easier for users to see and hear content.

Principle 2: Operable

User interface components and navigation must be operable: The interface cannot require interaction that a user cannot perform.

The guidelines under this principle are:

- ❑ Make all functionality available from a keyboard.
- ❑ Give users enough time to read and use content.
- ❑ Do not use content that causes seizures.
- ❑ Help users navigate and find content.
- ❑ Functionality is available beyond keyboard.

Principle 3: Understandable

Information and the operation of a user interface must be understandable: Users must be able to understand the information as well as the operation of the user interface.

The guidelines under this principle are:

- ❑ Make text readable and understandable.
- ❑ Make content appear and operate in predictable ways.
- ❑ Help users avoid and correct mistakes.

Principle 4: Robust

Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies: As technologies and user agents evolve, the content should remain accessible.

The guideline under this principle is:

- ❑ Maximize compatibility with current and future user tools.



The Bureau of Internet Accessibility

The Bureau of Internet Accessibility (BoIA) has been helping eliminate the accessible digital divide since 2001. Its interactive tools, reports and services have assisted thousands of organizations in improving, maintaining and defending the accessibility of their websites. From self-help tools, audits, training, remediation to implementation support, the Bureau of Internet Accessibility has the experience and expertise to assist companies with their accessibility efforts. Led by a strong management team with user interface design and software development expertise, BoIA is committed to making the World Wide Web accessible to everyone.

The goal of the BoIA team is to help you achieve, maintain and prove your website's compliance. Our platform's tools, reports & services provide a complete view of a site's web accessibility, and support you and your team in identifying, resolving and preventing unnecessary accessibility issues.

Scan Summary

The Bureau of Internet Accessibility platform A11Y® was used to evaluate demo.simplyvoting.com for accessibility issues relating to the WCAG 2.1 A/AA criteria. BoIA has organized the WCAG 2.1 A/AA Guidelines into testable components and elements. Specific rules are implemented to test each, and rules are set with tolerance parameters, defined with rule breakage assessment values and organized into violation categories. The content from each scanned page is analyzed and processed according to the type of content determined. CSS files are parsed as style-rules, and each style-rule examined for violations in our CSS rule module. JavaScript files are parsed as lines of scripting code and certain keywords are looked for with regard to violations in our SCRIPT rules module. HTML files are rendered as an HTML DOM (Document Object Model) tree and each element and relationship of elements are examined for violations with our STRUCTURE rule module, FORM rule module, CSS rule module, SCRIPT rule module and MEDIA rule module and TEXT rule module. MEDIA and other files are checked in accordance to the rule set. The types and numbers of files encountered are logged and each page of file content is processed against the WCAG 2.1 A/AA rule set. All violations are organized into specialized databases and associated to its specific Checkpoints of WCAG 2.1 A/AA.

Important note:

This report contains information on the accessibility of demo.simplyvoting.com per WCAG 2.1 A/AA guidelines based on the results from BOIA's A11Y® scan. The results are from automated computed data, which alone, does not guarantee accessibility. The Bureau of Internet Accessibility makes no warranty or claims of any kind. By using this information you agree to the Terms of Service published at <http://www.boia.org/Termsandconditions/>

WCAG A/AA Audit of demo.simplyvoting.com

Introduction

The following section contains results from computerized analysis of **demo.simplyvoting.com** using the guidelines and checkpoints of WCAG 2.1 A/AA.

The results are organized by WCAG 2.1 Principle and contain the location (URL) and a description of the issues found.

Suggested remediation for each is available in the Web Developer's Guide.

WCAG 2.1 Violation Detections by Guideline & Checkpoint

A table of failed WCAG Guidelines and
Checkpoints.

Principle	Guideline	Level A	Level AA
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Principle 1 - Perceivable

Information and user interface components must be presentable to users in ways they can perceive. This means that users must be able to perceive the information being presented (it can't be invisible to all of their senses). Provide text alternatives for non-text content. Provide captions and other alternatives for multimedia. Create content that can be presented in different ways, including by assistive technologies, without losing meaning. Make it easier for users to see and hear content.

Guideline 1.3 Adaptable

Create content that can be presented in different ways (for example simpler layout) without losing information or structure.

Guideline 1.4 Distinguishable

Make it easier for users to see and hear content including separating foreground from background.

Principle 2 - Operable

User interface components and navigation must be operable (the interface cannot require interaction that a user cannot perform). Make all functionality available from a keyboard and give users enough time to read and use content.

No page violations scored problems for this guideline.

Principle 3 - Understandable

Information and the operation of a user interface must be understandable. Users must be able to understand the information as well as the operation of the user interface. Make text readable and understandable and make the content appear and operate in predictable ways to help users avoid and correct mistakes.

Guideline 3.1 Readable

Make text content readable and understandable.

Guideline 3.2 Predictable

Make Web pages appear and operate in predictable ways.

Principle 4 - Robust

Content must be robust enough that it can be interpreted reliably by a wide variety of user agents, including assistive technologies. As technologies and user agents evolve, the content should remain accessible. The objective is to maximize compatibility with current and future user tools.

No page violations scored problems for this guideline.



Web Developer's Guide

Introduction

The Bureau of Internet Accessibility (BoIA)'s goal is to teach our clients' Web Development teams what the WCAG 2.1 A/AA guidelines require and how to become self-sufficient in regards to making their sites compliant.

To help technical staff understand how the WCAG 2.1 A/AA guidelines and violations affect areas of this Website, we have organized the issues we identified into the following classifications:

- ▣ [Media](#) — problems related to imagery, video and plug-ins.
- ▣ [Structure](#) — problems related to HTML layout markup and positioning of data.
- ▣ [Text](#) — problems related to actual textual content and it's comprehension.
- ▣ [Scripting](#) — problems related to Scripting. e.g in JavaScript code.
- ▣ [CSS](#) — problems related to Cascading Style Sheets & inline Styles.
- ▣ [Form](#) — problems related to Form controls, navigability & comprehension.

Within each classification we provide specific details about each violation found, which URLs they were present on, code snippets, and screenshots where available. Remediation advice, pulled from BoIA's best practices, is offered and resource links are provided where appropriate for further explanation of the Guideline that failed.



High priority issues are identified with a yellow triangle with an exclamation point in it.

Compliance Failure Samples

Here, we provide specific details about violations for development staff to digest. Where available, screenshots, code snippets, URLs and resource links are provided.

TEXT

Text should be readable, understandable and appropriately marked up.

- ❑ Abbreviations and acronyms should be identified and their first instance marked with an <ABBR>.
- ❑ Textual content should be well defined, described and adjustable by zooming and/or changes to employed browser style-sheets.

SCRIPTING

Pages that include one of the listed scripts should be checked to make sure they're still usable without the script. All Webpage content should be accessible without the use of JavaScript. (even if it takes the user additional or alternative steps.)

- ❑ Each script should be checked to make sure it doesn't cause unexpected changes in context, and doesn't impose timing burdens on the user; such as automatic refreshing or changes of content. The user must have the ability to ignore, pause or somehow control such timed responses so they do not adversely affect the visitor reading experience.
- ❑ Scripting should not be a requirement to access essential Webpage content.

CSS

Pages that use stylesheets (CSS) should be checked to make sure they're still readable and well organized without stylesheet(s).

- ❑ One way to check this would be to momentarily rename the StyleSheet, and make sure pages referencing it are still readable.
- ❑ If renaming a Stylesheet is not possible (e.g. on live systems) then you can disable StyleSheets using your Web browsers built in tools or plugins as follows.
 - ❑ Firefox (Select Tools menu at the top of the Firefox browser window, then select **Web Developer > Style Editor**)
 - ❑ Internet Explorer (**Press F12** for Web Developer Tools when in an IE browser window)
 - ❑ Chrome (Select the Chrome menu at the top-right of the Chrome browser window, then select **Tools > Developer tools**)

FORM

Forms must be usable and properly labeled and identified with tag and attribute based relationships.

- ❑ Forms must contain a Submit control where user input is expected.
- ❑ Form-controls must have appropriate, explicit labels associated with them via the ID attribute.
- ❑ Properly organize form controls and group options for SELECT boxes by using the <OPTGROUP> tag.



Staff Memo

Report To: South Huron Council

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

Date: January 21 2019

Report: CAO 3-2019

Subject: South Huron Become a Gaming Host Site

Recommendations:

That the report of D. Best, Chief Administrative Officer dated January 21, 2019 with respect to the Municipality of South Huron becoming a gaming host site be received; and

That the Council of the Municipality of South Huron declares its support for a casino gaming facility within the former Stephen Township (Grand Bend); and

That the casino style gaming facility within the community could include but is not limited to, a wide variety of entertainment options such as sport games, charitable gaming, electronic gaming devices and live table games; live entertainment, restaurants and hotel; and

That staff be authorized to proceed with discussions with the appropriate governing bodies.

Purpose:

Approval and Direction

Background and Analysis:

The Municipality of South Huron is an ideal location for hosting a gaming facility.

Less than an hour's drive from London, Sarnia and Stratford, South Huron is an established tourism destination in Southwestern Ontario that works collaboratively with neighbouring municipalities and partners to grow the regional tourism economy.

South Huron is the best part of Grand Bend! The preliminary branding of the area as it stands today could be the "South Huron Entertainment District". The addition of a casino gaming facility would enhance an already "signature experience".

A quick environmental scan of the area provides the following tourism assets in South Huron:

- An estate winery – Dark Horse Estate Winery
- A first class theatre through Drayton Entertainment- Huron Country Playhouse
- Grand Bend Speedway
- Oakwood Inn Resort and Spa
- Oakwood Golf Course
- Proximity to Lake Huron and Beach
- Available land and potential partner(s)

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Respectfully submitted,

Dan Best, Chief Administrative Officer/Deputy Clerk

**Ministry of
Community Safety and
Correctional Services**

Office of the
Fire Marshal and
Emergency Management

Suite 6
3767 Hwy 69 South
Sudbury ON P3G 0A7
Tel: 1-800-565-1842
Fax: (705) 564-4555

**Ministère de la
Sécurité communautaire et
des Services correctionnels**

Bureau du
commissaire des incendies et
de la gestion des situations d'urgence

Suite 6
3767, route 69 sud
Sudbury ON P3G 0A7
Tél. : 1-800-565-1842
Téléc. : (705) 564-4555



File Reference/Référence: 687-17-4005

January 11, 2019

Mayor George Finch and Members of Council
Municipality of South Huron
322 Main Street S., P.O Box 759,
Exeter, ON N0M 1S6

**Re: Notification of the OFMEM Review of Fire Protection Services in the
Municipality of South Huron**

Dear Mayor and Members of Council:

The Office of the Fire Marshal and Emergency Management (OFMEM) will undertake a review of fire protection services. This review will be conducted under the authority of Section 9.(1) of the *Fire Protection and Prevention Act, 1997 (FPPA)*.

The scope of the review will address:

- fire risk assessment
- by-laws and agreements
- policies and operating guidelines
- organizational structure
- fire inspection practices and protocols
- public education programs including smoke and carbon monoxide alarms along with home escape planning
- fire investigations
- pre-incident planning
- communications and interaction between municipal services and the fire service
- records management, and
- fire service training.

During the review, regulatory issues under the authority of legislation other than the *FPPA* may be identified. If necessary, the OFMEM will notify both the municipality and the applicable ministry or authority of the identified issue.

At the start of the review, OFMEM staff will ask for information through the chief administrative officer and fire chief. This information is required prior to the review team's site visit.

A site visit is a critical component of the data collection process, and has been

scheduled for the week of February 11, 2019. A second site visit may also be required. While on site, team members will interview senior fire officers and other municipal staff. Other data collection activities will also take place. If there is a need to collect additional information, the team lead will make the requests.

The OFMEM will provide a report to council with recommendations in approximately sixteen (16) weeks. Recommendations will assist the municipality in improving the efficiency and effectiveness of services, and in meeting legislative responsibilities. Ongoing municipal cooperation is appreciated so that the report may be completed in a timely manner.

Once the review is complete, and the report is presented to council, the OFMEM will post the report on our public website.

The OFMEM will be available throughout the review to respond to any questions or address any concerns. Nelly Green will be leading the review and can be reached by email at nelly.green@ontario.ca or by telephone at (519) 359-2450. Alternatively, I can be reached by email at Art.Booth@ontario.ca or by telephone at (705) 564-4472.

Yours sincerely,



Art Booth
A/Assistant Deputy Fire Marshal
Field and Advisory Services

- c. Dan Best, CAO
Jeremy Becker, Fire Chief
Ross Nichols, Fire Marshal
Douglas Browne, Deputy Fire Marshal
Al Suleman, Director, Prevention and Risk Management
Municipal File



2018 YEAR-END ASSESSMENT REPORT FOR THE 2019 TAX YEAR

AS OF DECEMBER 2018



MUNICIPAL
PROPERTY
ASSESSMENT
CORPORATION

Table of Contents

About MPAC	3
The Property Assessment Cycle in Ontario	4
Purpose of this Report	4
2018 Highlights	5
Maintaining Your Annual Assessment Roll	5
New Assessment	5
Requests for Reconsideration and Appeals	6
Service Level Agreement (SLA)	7
Looking Ahead to the Next Assessment Update	8
Conclusion	9



About MPAC

MPAC stands for Municipal Property Assessment Corporation, and the MPAC team is made up of assessment experts who understand local communities and assess every property in Ontario. Our assessments provide the very foundation that municipalities use to base the property taxes needed to pay for the services we use every day.

As an independent, not-for-profit corporation, our assessments follow the *Assessment Act* and other legislation and regulations set by the Government of Ontario. We also have a Board of Directors made up of provincial, municipal and taxpayer representatives.

MPAC's expertise is in property assessment, customer service and technology. It is these components of MPAC's work that make our contribution to Ontario so valuable.

MPAC is responsible for assessing more than 5 million properties in Ontario, of all types (residential, business and farms), representing \$2.78 trillion in property value. We take property assessment seriously because it's the part we play in helping to make the communities we all live in stronger.

Learn more at:



mpac.ca



Introduction

Ontario municipalities rely on MPAC to provide expert opinions on the value of properties in our communities. We understand that turning these opinions into assessments goes beyond the determination of values. The work we do includes producing the products and services you require to understand, maintain and support your assessment base, such as property data, phase-in, classification, new assessment and appeals. The **2018 Year-End Assessment Report** provides an update on these items.

The Property Assessment Cycle in Ontario

We update the assessment of every property in Ontario every four years to capture changes to properties and the real estate market.

While the effective valuation date of January 1, 2016 remains constant during the four-year cycle, we are responsible for providing an updated annual Assessment Roll to each municipality that includes:

- **Changes to property ownership**
- **Changes to state and condition of a property**
- **Updates to the assessed value and classification**
 - New construction, demolitions and consolidations
 - Requests for Reconsideration (RfR) and Assessment Review Board (ARB) decisions

In advance of the 2019 property tax year, we delivered more than 800,000 Property Assessment Notices to property owners across Ontario where there was a change in property ownership or value. Your municipality also recently received the **2018 Assessment Roll for the 2019 property tax year** and the electronic **Year-End Tax File**. This file includes the updates we made during 2018 to keep your Roll current.

Purpose of This Report

We have prepared this report to assist you in understanding changes in your assessment base to inform ongoing budget and tax policy planning. The report also provides an update on the work we have undertaken over the course of 2018 to deliver an updated and stable Assessment Roll.

In addition, the report shares our plan for the next Assessment Update in 2020, which will provide property values for the 2021–2024 property tax years.

Attached to this report are two municipal-level assessment snapshots:

1. Assessment Change Summary

Provides the updated 2016 current value assessment (destination) and a comparison of the phased-in assessments for the 2018 and 2019 tax years

2. Assessment Base Distribution

Compares the distribution of the total 2018 and 2019 phased-in assessments and includes the percentage of the total assessment base by property class

Responsible for
assessing and
classifying more than

5 MILLION

properties in Ontario

Representing

\$2.78T

in property value

We delivered
more than

800,000

Property
Assessment
Notices

2018 Highlights

Our assessments support the collection of nearly **\$20 billion in municipal taxes annually**. We understand how important our work is to you, which is why we offer a range of services that enables you to understand and employ those values. No two assessment bases are the same. As such, we understand the need to share insights and develop understanding with all municipalities about how markets and communities are changing.

Maintaining Your Annual Assessment Roll

Having accurate and timely data is critical to the assessment process. Throughout the year, we complete regular quality control processes. Specifically, we review assessments and property classification changes received through:

- Building permits
- Vacancy applications
- Tax applications
- Subdivision plans

This ensures information is both current and accurate. This ongoing assessment work provides confidence that the information in your Assessment Roll is reliable and ready to support your budget and tax planning.

New Assessment

In 2018, we delivered more than \$38 billion in new assessment to municipalities across the province. We successfully processed more than 85% of this new assessment within one year of occupancy. Timely processing of new assessment from new

construction or additions to existing property and accurate forecasting of new assessment were identified as key municipal priorities and are included in our Service Level Agreement with municipalities.

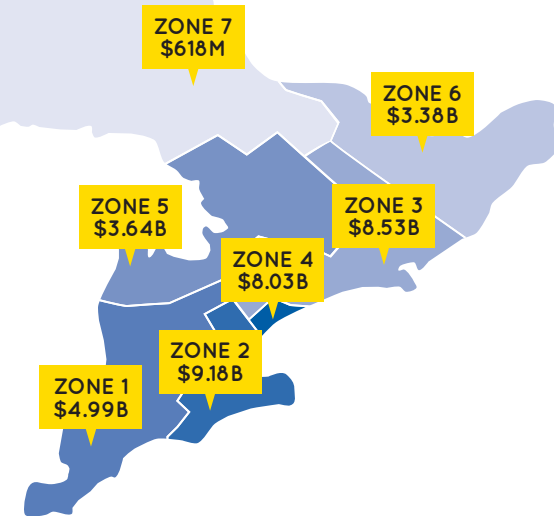
New Assessment Forecasting

A significant change in 2018 was the presentation of the quarterly new assessment forecast and our commitment to capture a minimum of 85% of all new assessment within one year of occupancy, based on availability of information from your municipality.

The other important change in 2018 came from you, our municipal partners.

This year, we started delivering new assessment progress reports on a quarterly basis to support ongoing dialogue between MPAC and municipalities about current and future growth trends and to provide a better sense of future taxable amounts.

2018 NEW ASSESSMENT BY ZONE



We delivered more than
\$38 billion
 in new assessment to municipalities across the province

**From January 1 to October 31, 2018,
MPAC completed a total of 27,917
Requests for Reconsideration**

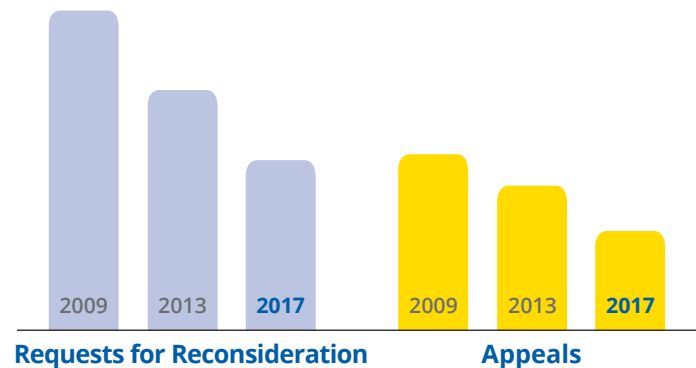
Requests for Reconsideration and Appeals

Another important activity we continue to work on throughout the four-year assessment cycle is responding to and processing assessment changes because of Requests for Reconsideration (RfR) and **Assessment Review Board (ARB)** appeal outcomes. This information is applied to your Assessment Roll throughout the year as part of our ongoing efforts to maintain and deliver stable Assessment Rolls.

We continue to work closely with the ARB and other parties, providing impartial, expert opinions to support the appeal process.

We have seen a steady decrease in the number of RfRs and appeals; since 2009 the number of RfRs filed has decreased by 50% and the number of appeals has decreased by 40%.

We will continue to work with the ARB and other parties to improve the efficiency and effectiveness of the appeals process, with the goal of reducing the time to resolve appeals.



2009, 2013 and 2017 represent the first tax year of the last three Assessment Updates, when the majority of appeals are filed.

2018 TOTAL NUMBER OF COMPLETED APPEALS BY ZONE



**We have seen a
steady decrease
in the number of
RfRs and appeals
since 2009**

Service Level Agreement (SLA)

The service levels in the SLA represent the most important MPAC deliverables as identified by you, our municipal partners. The SLA itself defines high performance standards in key service areas; outlines the roles, responsibilities and dependencies of both parties – reinforcing our shared accountability.

We implemented the SLA in 2017, and the end of 2018 marks a full year of measuring against these service levels.

In 2018, we also launched the SLA Reporting Tool in Municipal Connect to offer an at-a-glance snapshot to guide discussions around SLA objectives, help improve service delivery and promote shared accountability. At the end of our first year, MPAC is happy to report that we have met 96% of all service levels and have worked closely with municipalities, including remedial action, when service levels have not been met.

We have met
96%
of all service levels



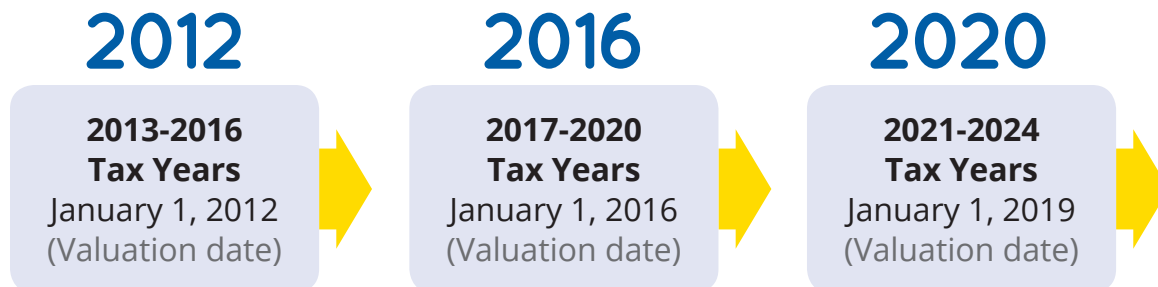
Looking Ahead to the Next Assessment Update

A key change leading up to the **2020 Assessment Update** is the new valuation date of January 1, 2019, passed into legislation by the Province of Ontario. This is two years in advance of the first tax year to which the Assessment Update will apply. In the previous Assessment Update, the valuation date preceded the first tax year by one year.

The four-year phase-in program remains in place, meaning values will be effective for the 2021 to 2024 property tax years. As in the past, all assessment increases are phased-in over four years and assessment decreases are applied immediately.

The earlier valuation date increases the availability of data used to prepare valuations and will provide more time to consult and share preliminary market insights when our engagement activities begin in earnest in 2020.

This will enable MPAC and stakeholders to identify and resolve potential issues before the return of the Roll in December 2020.



Conclusion

At the core of our new **2017–2020 Strategic Plan** is the theme “Valuing What Matters Most.” For municipalities, we value building the customer and municipal relationship. This means enhancing the transparency of new assessment forecasts, processing assessment adjustments in a timely way, ensuring traceability and transparency in our assessment valuation and methodology, and keeping stakeholders apprised of changes in the market that may impact property values.

Through greater collaboration between MPAC and municipalities, we remain committed to continuously improving our service, and we encourage you to share your feedback with us on the delivery of our products and services.

Your local **Municipal and Stakeholder Relations team** is available to support you with any of our products or services. Please contact your Regional Manager, Account Manager, or Account Support Coordinator if you have any questions or would like more information about this report.





APPENDIX 1

Assessment Change Summary by Property Class Municipality of South Huron

The following chart provides a comparison of the total assessment for the 2016 base years, as well as a comparison of the assessment change for 2018 and 2019 property tax year by property class.

Property Class/Realty Tax Class	2016 Full CVA	2018 Phased-in CVA	2019 Phased-in CVA	Percent Change 2018 to 2019
R Residential	969,806,117	924,873,857	947,339,982	2.4%
M Multi-Residential	31,905,183	31,681,332	31,793,258	0.4%
C Commercial	111,110,580	104,159,941	107,635,259	3.3%
S Shopping Centre	8,624,920	6,955,010	7,789,965	12.0%
X Commercial (New Construction)	28,895,200	27,234,897	28,065,048	3.0%
I Industrial	20,934,000	20,515,528	20,724,764	1.0%
L Large Industrial	1,726,000	1,706,000	1,716,000	0.6%
J Industrial (New Construction)	13,857,600	12,850,519	13,354,059	3.9%
P Pipeline	8,699,600	8,288,989	8,494,294	2.5%
F Farm	1,271,102,300	982,477,848	1,126,790,071	14.7%
T Managed Forests	8,111,100	6,342,307	7,226,704	13.9%
(PIL) C Commercial	19,293,300	18,138,140	18,715,720	3.2%
(PIL) H Landfill	96,300	77,050	86,675	12.5%
E Exempt	55,024,500	50,456,852	52,740,678	4.5%
TOTAL	2,549,186,700	2,195,758,270	2,372,472,477	8.0%

APPENDIX 2

Assessment Base Distribution Summary by Property Class Municipality of South Huron

The following chart provides a comparison of the distribution of the total assessment for the 2016 base year, and the 2018 and 2019 phased-in assessment which includes the percentage of the total assessment base by property class.

Property Class/Realty Tax Class	2016 Full CVA	Percentage of Total 2016 CVA	2018 Phased-in CVA	Percentage of Total 2018 CVA	2019 Phased-in CVA	Percentage of Total 2019 CVA
R Residential	969,806,117	38.0%	924,873,857	42.1%	947,339,982	39.9%
M Multi-Residential	31,905,183	1.3%	31,681,332	1.4%	31,793,258	1.3%
C Commercial	111,110,580	4.4%	104,159,941	4.7%	107,635,259	4.5%
S Shopping Centre	8,624,920	0.3%	6,955,010	0.3%	7,789,965	0.3%
X Commercial (New Construction)	28,895,200	1.1%	27,234,897	1.2%	28,065,048	1.2%
I Industrial	20,934,000	0.8%	20,515,528	0.9%	20,724,764	0.9%
L Large Industrial	1,726,000	0.1%	1,706,000	0.1%	1,716,000	0.1%
J Industrial (New Construction)	13,857,600	0.5%	12,850,519	0.6%	13,354,059	0.6%
P Pipeline	8,699,600	0.3%	8,288,989	0.4%	8,494,294	0.4%
F Farm	1,271,102,300	49.9%	982,477,848	44.7%	1,126,790,071	47.5%
T Managed Forests	8,111,100	0.3%	6,342,307	0.3%	7,226,704	0.3%
(PIL) C Commercial	19,293,300	0.8%	18,138,140	0.8%	18,715,720	0.8%
(PIL) H Landfill	96,300	0.0%	77,050	0.0%	86,675	0.0%
E Exempt	55,024,500	2.2%	50,456,852	2.3%	52,740,678	2.2%
TOTAL	2,549,186,700	100%	2,195,758,270	100%	2,372,472,477	100%

Enbridge Gas Inc. has applied to raise its natural gas rates
effective January 1, 2019.

Learn more. Have your say.

The Ontario Energy Board approved the amalgamation of Enbridge Gas Distribution Inc. and Union Gas Limited in August 2018. The companies have amalgamated to form Enbridge Gas Inc.

Enbridge Gas Inc. has applied to the Ontario Energy Board to raise its natural gas rates effective January 1, 2019. If the application is approved as filed, the yearly bill of a typical residential customer within the former Enbridge Gas Distribution Inc. and Union Gas Limited rate zones will increase by the following amounts:

Rate Zones	Residential Annual Bill Increase
Enbridge Gas	\$ 5.74
Union South	\$ 9.98
Union North East	\$ 4.88
Union North West	\$ 6.81

The rates are based on a rate-setting framework and other adjustments previously approved by the Ontario Energy Board for the period 2019-2023. The rates are set using a formula that is tied to inflation and other factors intended to promote efficiency.

Enbridge Gas Inc. is also asking the Ontario Energy Board to approve its rate design proposal and the costs of certain capital projects that are not part of their regular capital expenditures.

Other customers of Enbridge Gas Inc. may be affected. It is important to review the application carefully to determine whether you will be affected by the changes.

THE ONTARIO ENERGY BOARD IS HOLDING A PUBLIC HEARING

The Ontario Energy Board (OEB) will hold a public hearing to consider the application filed by Enbridge Gas Inc. We will question Enbridge Gas Inc. on the case. We will also hear questions and arguments from individual customers and from groups that represent the customers of Enbridge Gas Inc. At the end of this hearing, the OEB will decide whether the rate increase requested in the application will be approved.

The OEB is an independent and impartial public agency. We make decisions that serve the public interest. Our goal is to promote a financially viable and efficient energy sector that provides you with reliable energy services at a reasonable cost.

BE INFORMED AND HAVE YOUR SAY

- You have the right to information regarding this application and to be involved in the process.
- You can review the application filed by Enbridge Gas Inc. on the OEB’s website now.
 - You can file a letter with your comments, which will be considered during the hearing.
 - You can become an active participant (called an intervenor). Apply by **February 5, 2019** or the hearing will go ahead without you and you will not receive any further notice of the proceeding.
 - At the end of the process, you can review the OEB’s decision and its reasons on our website.

LEARN MORE

Our file number for this case is **EB-2018-0305**. To learn more about this hearing, find instructions on how to file letters or become an intervenor, or to access any document related to this case, please enter the file number **EB-2018-0305** on the OEB website: **www.oeb.ca/participate**. You can also phone our Consumer Relations Centre at 1-877-632-2727 with any questions.

ORAL VS. WRITTEN HEARINGS

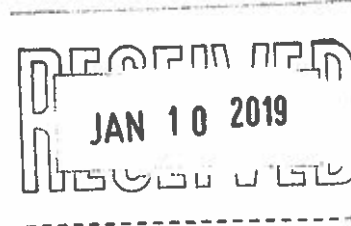
There are two types of OEB hearings – oral and written. The OEB will determine at a later date whether to proceed by way of a written or oral hearing. If you think an oral hearing is needed, you can write to the OEB to explain why by **February 5, 2019**.

PRIVACY

If you write a letter of comment, your name and the content of your letter will be put on the public record and the OEB website. However, your personal telephone number, home address and e-mail address will be removed. If you are a business, all your information will remain public. If you apply to become an intervenor, all information will be public.

This hearing will be held under section 36 of the Ontario Energy Board Act, S.O. 1998 c.15 (Schedule B).





January 4, 2019

Dan Best, CAO
Municipality of South Huron
Box 759
Exeter ON N0M 1S6

Adelaide Metcalfe

The Ausable Bayfield Conservation Authority (ABCA) Board of Directors approved the 2019 Budget at their meeting held December 20, 2018. The budget was comprised of the General Levy, Project Levy, Special Benefitting Levy and other sources of revenue.

Bluewater

Central Huron

The apportionment of benefit for the General and Project Levies has been established in accordance with the formula set forth in Ontario Regulation 670/00 which assesses benefit pursuant to the modified current value assessment of each municipality. The Province of Ontario provides this calculation to the ABCA each year.

Huron East

Summary of 2019 Approved Levy

General Levy	\$188,398
Project Levy	\$ 61,408
Total	\$249,806

Lambton Shores

Lucan Biddulph

Middlesex Centre

Please note that the general and project levy amounts are paid in two instalments and a separate invoice will be sent in May and November of this year. A separate invoice will be sent out at the appropriate time for the Special Benefitting Levy amount once it has been determined. Should you have any questions regarding the components of the ABCA 2019 levies, please contact the undersigned.

North Middlesex

Perth South

The ABCA will be hosting an **Information Session** for new Board members, Councillors and interested Municipal Staff. Join us either **Tuesday afternoon on February 5th (1:30 to 3:30 pm) OR Thursday evening on February 7th (6:30 to 8:30 pm)**. The agenda will include a tour of the office and presentation on what a conservation authority is . . . what a conservation authority does . . . and the sources of funding for programs and services that protect, enhance and restore our natural environment. Please contact Judith Parker at jparker@abca.ca by **February 1** to register the interested individuals in one of these informative sessions.

South Huron

Warwick

West Perth

Yours truly,

AUSABLE BAYFIELD CONSERVATION

Brian Horner, CPA, CA
General Manager/Secretary Treasurer

File: F.6



Attention Board of Directors ~ Staff of Exeter BIA

Letter of Resignation

1/3/19

Dear Board Members, Executive, Staff & Volunteers.

I would like to take this opportunity to thank each and every one of you for all your hard work and dedication to our BIA and region as a whole.

I regretfully have to resign my duties as a BIA executive.

Unfortunately, with my delegations with the County (ec Dev Board), RTO4 and obviously the Restaurant and my new venture Chef Table Tours. I feel I have not been able to give a solid effort to the BIA.

If am very passionate and proud of what the BIA has accomplished throughout my involvement on the board over the past 18 years.

I wish you much success and will always be available to help, discuss or volunteer in the future.

I feel the BIA is crucial to our town and has many more exciting and challenging years ahead.

Sincerely

James Eddington

Jan 11 2019

To: The Municipality of South Huron

The Exeter Lions have served the South Huron community since 1937. In 2017 we celebrated our 80th year of service. As a club, we are always looking for ways to raise money. As a result, we would like to branch out into alcohol related events.

We are not entirely new to alcohol events, as we partner with the ABCA in putting together the ABCA dinner. This year however, we will be required to provide our own SOP (special occasions permit) to serve alcohol.

The AGCO requires that we request permission from the Municipality in the form of letter that states that the events the Exeter Lions provide are municipally significant.

As a club, we feel that all events we provide are significant to the municipality. 100% of all money raised goes back into the community. A couple of our most recent substantial donations have been \$10,000 to Jessica's House, and twice in the last year given the Food Bank \$5000.

Please give strong consideration to this request.

The alcohol related events scheduled to this point are as follows

March 16th 2019 – Second Annual Lions vs Fire Dept Charity hockey game and dance. Held at SHRC.

April 11th 2019 – 30th Annual ABCA Conservation Dinner.

Aug 9th-11th 2019 - 23rd Annual Exeter Ram Rodeo. *participation, Scope and scale yet to be determined*

Please consider our request. A letter from the municipality for each event stating that you deem it municipally significant is all that is required.

Thank you for your time and consideration.

Yours in community spirit.

Jeff MacLean



President, Exeter Lions Club

From: Jeffrey Musser [mailto:jeff.musser@aon.ca]

Sent: Thursday, August 30, 2018 3:48 PM

To: Dan Best <cao@southhuron.ca>

Subject: Canada Day 2019

Good afternoon Dan. I am writing to inform yourself and council of a big issue that we have with Canada Day. We are losing committee membership. Ian and Cindy Palmatier have resigned from their positions of Committee Chair and Secretary after 10 years of service. I too will be resigning as a committee member. My responsibilities were to communicate with the municipality, responsible for all certificates of Insurances , organizing all activities/vendors/service groups and fireworks, purchasing, setting up, lighting and clean up. I have been involved with the fireworks and Canada Day for 23 consecutive years. Laurie Dykstra and Amy Whilhem, Larry Bailey Mary-Lou Becker have also been members for the past 10 years. We need some new blood to keep this well attended community event alive. We are hoping that the municipality would take the lead on this. I believe we are the Canada Day event around that isn't run by the municipality. If we don't have new people by January 2019 (when we start the process) the event will not happen for 2019. We currently have approximately \$11,300 in our account for next year. We have most of the money for next year we just need the manpower to run the show. I would be glad to approach council if needed. Thanks for listening. Jeff Musser.

Jeff Musser RIBO | Account Executive
Aon Risk Solutions | Public Sector
20 Bay Street | Toronto, Ontario M5J 2N9
t +1.416.868.5500 | m +1.519.200.0432
jeff.musser@aon.ca
Aon Canada Inc.

From: Jeffrey Musser [mailto:jeff.musser@aon.ca]

Sent: Thursday, January 17, 2019 3:42 PM

To: Dan Best <cao@southhuron.ca>

Subject: Canada Day

Hi Dan. The Canada committee met last evening. We are all in agreeance that there is no member willing to steer the committee. There are still many that will assist. We just need someone to run it. Would be glad to come to council to explain. Please send my past letter to council. Thanks.

Jeff Musser RIBO | Account Executive- Public Sector
Commercial Risk Solutions
Aon



City of Hamilton
Hamilton City Hall
71 Main Street West, 1st Floor
Hamilton, Ontario
Canada L8P 4Y5
www.hamilton.ca

Stephanie Paparella
Legislative Coordinator
Office of the City Clerk
Phone (905) 546-2424 Ext. 3993
Fax # (905) 546-2095
stephanie.paparella@hamilton.ca

January 3, 2019

Doug Brewer
Director of Policy
Ministry of Municipal Affairs
777 Bay Street, 17th Floor
Toronto, ON
M5G 2E5

Minister's Chief of Staff
Ministry of Finance
Frost Building South, 7th Floor
7 Queen's Park Crescent
Toronto, ON
M7A 1Y7

Carla Y. Nell
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Chief Electoral Office of Ontario
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Please be advised that Hamilton City Council at its meeting of December 19, 2018, approved Item 7.3, which reads as follows:

7.3 Maintaining the Voters' List for Municipal Elections

WHEREAS, concerns over the quality of the Municipal Voters List is not a new phenomenon;

WHEREAS, in 2012, the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) published a Voters List Position Paper and since that time has been advocating for transformational changes to the way that Ontario creates and maintains the Voters' List for municipal elections;

WHEREAS, the Preliminary List of Electors, which forms the Voters' List in Ontario, is supplied by data from the Municipal Property Assessment Corporation (MPAC);

WHEREAS, despite the incremental changes made by MPAC, MPAC has a limited ability to fix the currency and accuracy issues that impairs the current

Maintaining the Voters' List for Municipal Elections
Page 2 of 4

process and the Voters' List continues to be flawed with data inaccuracies and outdated information; and,

WHEREAS, a transformational solution to the way that the Voters' List is created and managed is required;

THEREFORE, BE IT RESOLVED:

- (a) That the Council of the City of Hamilton supports the re-establishment of the multi-stakeholder working group between the Ministry of Municipal Affairs, Ministry of Finance, AMCTO, MPAC, Elections Canada and Elections Ontario in exploring and identifying ways to create and maintain the Voters' List for Municipal Elections;
- (b) That Council requests an update be provided from this Voters' List Working Group on the transformational solutions being discussed;
- (c) That representatives from MPAC be invited to a future General Issues Committee meeting to hear the City of Hamilton's concerns (attached hereto) and advise the City on what steps MPAC will be taking in the future;
- (d) That a letter of concerns respecting the Voter's List for Municipal Elections and a request for investigation be forwarded to the Ombudsman's Office; and,
- (e) That a copy of this motion, respecting the Voter's List for Municipal Elections be circulated to all municipalities and the Association of Municipalities of Ontario (AMO).

On behalf of Hamilton City Council, we thank you for your consideration respecting this very important matter and look forward to your response.

Sincerely,



Stephanie Paparella
Legislative Coordinator
Office of the City Clerk

Copied:

Paul Dube, Ombudsman of Ontario

Jamie McGarvey, President, Association of Municipalities of Ontario

All Ontario Municipalities

Maintaining the Voters' List for Municipal Elections

Page 3 of 4

The City of Hamilton is looking to the Working Group to find resolutions that would include, but not be limited to, the following matters that were encountered during the 2018 municipal election process:

- (a) Neighbours on the same Voter Notification Cards (VNC);
- (b) Polling locations not matching the address;
- (c) Incorrect mailing addresses;
- (d) Electors showing up at an address who had never lived there;
- (e) Addresses outside of the polling subdivision;
- (f) Incorrect names on the VNCs;
- (g) Entire buildings missed;
- (h) Completed the EL15 last Election and still not on the Voters' List;
- (i) No units listed in buildings; and,
- (j) Electors who had lived at their residence for many years not receiving a VNC.

The responsibility of adding the Applications to Amend, Correct and Delete forms has now been downloaded from MPAC to the municipalities. In the case of the City of Hamilton, it required the inputting of over 27,000 applications into the Datafix program; with the legislated deadline for inputting these applications being 30 days from Election Day, which became a very labour intensive and time-consuming task.

Forms that could not be inserted into the Datafix program within the 30-day deadline, were not accepted by MPAC; leaving some of the elector submitted corrections undone and to remain incorrect for the next election.

MPAC has agreed to keep the Voter Look Up program available all year round rather than just in an election year; leaving the obligation of improving the Voters List with the elector and the municipalities.

It was suggested that a campaign be commenced by preparing a drop off card for every household in the city (each municipality would manage their own). This card could include all aspects of adding, correcting and deleting information from the Voters' List. It should also include how to deal with situational voters such as borders, tenants, family members and students.

After the drop off program has concluded, and in conjunction with the appropriate communications strategy, municipalities should continue, on a quarterly basis, to remind electors to check the Voter Look Up program on their respective municipalities website to ensure their information is correct.

In an election year, this program could be expanded to a monthly basis and include radio and print advertisements to reinforce to the elector that the responsibility of ensuring they are correctly included on the voters list on Election Day is their own.

Maintaining the Voters' List for Municipal Elections
Page 4 of 4

Municipalities continue to pay for and use an inaccurate, outdated product (voters list). Unless there is a proactive strategy in place for the preparation of a much more accurate voters list for all municipalities, the same issues will most likely occur in 2022.



The Corporation of the Municipality of South Huron

By-Law #6-2019

Being a By-Law to amend By-Law #61-2018 to provide for collection of actual costs for construction of the Carroll Municipal Drain 2018.

Whereas Council of The Corporation of the Municipality of South Huron passed By-Law #61-2018 to adopt the report of W.J. Dietrich, P. Eng., Dietrich Engineering Limited to provide for construction of the Carroll Municipal Drain 2018 and to impose assessments against the respective properties for the estimated cost of construction in the amount of \$156,300.00; and

Whereas the project has now been completed and actual costs for construction, in the amount of \$162,226.05 has been determined; and

Whereas it is necessary to impose charges based on the actual costs of the project in relative proportion to the assessments contained in By-Law #61-2018;

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

1. That Schedule of Actual Assessment – Carroll Municipal Drain 2018, identified as Schedule “A” and attached hereto, is hereby adopted and forms an integral part of this by-law.
2. That where lands in the same ownership have drainage assessments with an accumulated total of \$10 or less, the costs shall be charged to general municipal drain expenses.
3. That By-Law #61-2018 is hereby amended.
4. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 21st day of January, 2019.

Read a third time and passed this 21st day of January, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

ACTUAL ASSESSMENT FOR CONSTRUCTION
Carroll Municipal Drain 2018
Municipality of South Huron
(Stephen Ward)

LOT OR		APPROX.			TOTAL	TOTAL	LESS 1/3		
PART	CON.	HECTARES	AFFECTED	OWNER	ROLL	ESTIMATED	ACTUAL	GOV'T	NET
					NO.	ASSESSMENT	ASSESSMENT	GRANT	ASSESSMENT
	Pt. 20	7	2.4	J. & M. Veri	7-025	\$9,704.00	\$9,868.30	\$3,289.43	
*	Pt. 20	7	1.0	T. Robinson	7-025-05	\$706.00	\$717.95		\$14,420.00
	Pt. 21	7	9.3	R., M. & H. Eisert	7-026	\$24,340.00	\$24,752.11	\$8,250.71	-\$7,841.13
*	Pt. 21	7	0.3	D. Noakes	7-026-05	\$181.00	\$184.07		\$717.95
	Npt. 21	7	0.8	G. & C. Geurts Farms Ltd.	7-027	\$241.00	\$245.08	\$81.69	\$184.07
	Ept. 20	8	7.5	G. & C. Geurts Farms Ltd.	8-027	\$4,336.00	\$4,409.41	\$1,469.80	\$163.39
*	Pt. 20	8	0.4	J. & A. Brand	8-027-15	\$257.00	\$261.35		\$2,939.61
	Pt. 21	8	6.7	R., M. & H. Eisert	8-028	\$13,849.00	\$14,083.48	\$4,694.50	\$261.35
Total Assessment on Lands						\$53,614.00	\$54,521.75	\$17,786.13	\$9,388.98
								\$20,270.00	\$16,465.62
SPECIAL ASSESSMENT									
Huron Street				Municipality of South Huron		\$20,800.00	\$24,431.86		\$24,431.86
				Lake Huron Primary Water Supply Systems		\$68,500.00	\$69,659.80		\$69,659.80
Huron Street		1.6		Municipality of South Huron		\$13,386.00	\$13,612.64		\$13,612.64
Total Assessment on Roads						\$102,686.00	\$107,704.30		\$107,704.30
Total Assessment on Lands and Roads,									
Carroll Municipal Drain 2018						\$156,300.00	\$162,226.05	\$17,786.13	\$124,169.92

NOTES:

1. * Denotes lands not eligible for the ADIP grant.
2. The NET ASSESSMENT is the total estimated assessment less a one-third (1/3) Provincial grant, and allowances, if applicable.



The Corporation of The Municipality of South Huron

By-Law # 7-2019

Being a by-law to adopt the County of Huron 2019 Annual Accessibility Plan.

Whereas the Accessibility for Ontarians with Disabilities Act, 2005, Regulation 191/11, Section 4.(1), provides that large organizations shall establish, implement, maintain and document a multi-year accessibility plan, which outlines the strategy to prevent and remove barriers and meet its requirements under the Regulation; and

Whereas the Annual Accessibility Plan has been completed by the Huron County Accessibility Advisory Committee; and

Whereas the Municipality of South Huron is part of the Huron County Accessibility Advisory Committee; and

Whereas the Huron County Accessibility Advisory Committee believes that improving the quality of life for people with disabilities is achievable; and

Whereas the 2019 Annual Accessibility Plan addresses accessibility in Huron County municipalities;

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

1. That the 2019 Annual Accessibility Plan hereby adopt the 2019 Annual Accessibility Plan for the Corporation of the Municipality of South Huron hereto attached as Schedule "A" is hereby adopted.
2. That the Mayor and Clerk are hereby authorized to execute the 2019 Annual Accessibility Plan; and
3. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 21st day of January, 2019.

Read a third time and passed this 21st day of January, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk



2019 Annual Accessibility Plan



**Accessibility
Committee**

EXECUTIVE SUMMARY



The Huron County Accessibility Advisory Committee is an established community resource that creates, develops and implements the objectives of Huron County be it mandated by legislation or inspired by local community groups and people from across Huron County sharing the vision of Huron County's Accessibility Advisory Committee.

It is the responsibility of the Huron County Accessibility Committee to advise Huron County Council about the requirements and implementation of accessibility standards.

Since inception, the Huron County Accessibility Committee has been promoting and developing a barrier-free Municipality for citizens of all abilities including persons with disabilities. Through local media, public events, award ceremonies and speaking engagements the

Committee continues to educate and advise on accessibility issues while broadening awareness within Huron County and its lower tier municipalities.

As the provincial legislation and regulations mature, the Huron County Accessibility Advisory Committee will continue its efforts in promoting awareness, while implementing educational and training guidelines, policies and standards defined by The Ontarians with Disabilities Act.

CONTACT INFORMATION

Communication supports and accessible formats are available upon request.

For additional information, please contact:

Accessibility Coordinator at
accessibility@huroncounty.ca
Phone 519-524-8394, Extension 3257

Huron County Accessibility Advisory Committee
1 Courthouse Square
Goderich, ON N7A 1M2

This report is available online at: <http://www.huroncounty.ca>

Table of Contents

EXECUTIVE SUMMARY	2
CONTACT INFORMATION	3
ONGOING GOALS.....	6
BACKGROUND	9
MESSAGE FROM THE HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE'S CHAIR AWARENESS & ENGAGEMENT	10
GOVERNANCE.....	10
COUNTY COUNCIL (2019)	11
HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE (HCAAC)	11
OUR VISION	12
The Huron County Accessibility Advisory Committee will inform and inspire people from across Huron County on making Huron County accessible for people of all abilities and ages. Age-Friendly Community Planning and the removal of barriers for persons with disabilities go hand-in-hand.	12
OUR MISSION	12
OUR MANDATE.....	12
GOALS & OBJECTIVES OF THE HCAAC.....	13
LAST YEAR'S GOALS.....	13
2018 ACHIEVEMENTS.....	14
2019 GOALS	16
BARRIER FREE COMMUNITIES BETTER BUSINESSES AND BOTTOM LINES	17
RETURN ON INVESTMENT	17
QUICK FACTS	18
APPENDIX 1	19
APPENDIX 2.....	27
Development Requiring Consultation with the Huron County Accessibility Advisory Committee Under the Design of Public Spaces Standard, AODA 200527	

Organization Compliance Dates..... 27

Development under the Design for Public Spaces Standard that require consultation with the HCAAC
and the public: 27

ONGOING GOALS

Huron County continues bettering its communities for all abilities including those with disabilities.

The Huron County Accessibility Advisory Committee (HCAAC) believes in taking action. That action today will improve tomorrow and strengthen our communities for all. By improving the quality of life for people with disabilities today we ensure access for those who face disabilities tomorrow.

The HCAAC is determined to provide Huron County businesses with the knowledge and information needed to create barrier free communities and economies.

The HCAAC created three sub committees to assist with removing barriers. They are: Special Events, Awareness and Community Education Sub Committee; Building Plan Review, Site Plan and Physical Architectural Assessment Sub Committee; and Directive and Regulation Review Sub Committee.

The Special Events Awareness and Community Education Committee meets as required to develop and implement programs to educate agencies, businesses and the broader private sector and to plan for special events that will bring awareness to the community regarding accessibility. This Committee will develop resources for the private sector about the AODA, Huron County's Universal Design and Accessibility Guideline for Site Plan Control, and the importance of identifying, preventing and removing barriers and challenges faced by people with disabilities. The HCAAC Brochure was updated. National AccessAbility Week featured a local media awareness campaign as well as a feature on the CTV news highlighting Wingham Hospital.

This committee was fully involved in the Dream Big and Discover Ability Events.

The Dream Big Event held in May of 2018, was hosted by Foundations Huron and is an evening of celebration of inclusion, reaching goals, overcoming obstacles and dreaming big! It was an opportunity to celebrate the strengths, gifts and talents of all people.



The Discover Ability Event was sponsored by HCAAC in partnerships with the Huron Chamber of Commerce and the Ontario Chamber of Commerce to raise awareness of the AODA and the responsibilities of businesses and not-for-profit organizations. The event was to educate organizations about the resources available to help them comply with the AODA as well as to highlight the benefits of hiring individuals with disabilities.

At the Discover Ability Event the annual Awards of Merit for Accessibility Design were also presented to 6 local businesses/organizations who were recognized for the excellence in being accessible by the HCAAC.

The 2018 Award of Merit winners:

The International Plowing Match 2017
 Glassier's Physiotherapy Clinic
 Blyth Memorial Hall
 North Huron Health Team
 Cowbell Brewery
 Huron Midwives.



The Building Plan Review, Site Plan and Physical Architectural Sub Committee is responsible for advising Councils, within 30 days, on the accessibility for persons with disabilities to a public municipal building prior to purchasing, construction, renovation or lease. The Accessibility Standards for the built environment focuses on removing barriers in four areas:

1. Public Spaces
2. Buildings
3. Trails and beaches
4. Outdoor play spaces

This is intended to make it easier for all Ontarians- including those with disabilities, seniors and families to access the places where they work, travel, shop, and play.

As a large public sector organization the Design of Public Spaces Standard only applies to new construction and planned redevelopment on or after January 1, 2016.

Ontario's building code has been amended to include enhancements to accessibility in buildings.

This Sub Committee is responsible for drafting, periodically reviewing and updating the document titled "Huron County Universal Design and Accessibility Guidelines" and providing it to local Municipalities to assist in their review of site plans under section 41, Site Plan Control Area, of the Planning Act. The Committee may, if requested by a local Municipality, review a

site plan under section 41 of the Planning Act to ensure facilities designed are accessible for persons with disabilities.

This Sub Committee is continually increasing the number of site plan reviews to the public which is considered a huge success in breaking down barriers before they are made during construction of new buildings and renovations of old buildings. Because of the legislation requirements the Sub Committee expects an increase in Site Plan reviews. In 2017 and 2018 this was added to the process for submitting building plans at the municipal level, a form has been added to our website as well as updating and reviewing its terms of reference. Checklists have been developed to assist in the reviews. Plans and spaces such as municipal offices, libraries, arenas, washrooms, etc have been reviewed. The word is out in Huron County on the importance of accessibility in ensuring inclusion for all. The following were some reviews of plans and/or spaces from 2018:

Municipalities of Central Huron (Town Hall, washrooms, entrances, library), Huron East (municipal office, Howick (entrance, public washroom, council chambers), South Huron (municipal office, library, washrooms), Ashfield-Colbourne-Wawanosh (municipal office), North Huron (municipal office, library), Morris Turnberry (municipal office).

Cowbell Brewery, Huron Residential Hospice, Brussels Four Winds Barn, The Edge of Walton, Bluevale Hall, Ben Miller Hall, OPP Station – Clinton, South Huron Recreation Centre.

This Sub Committee reports back to Council, advises participating municipalities and public businesses that requested a review on the accessibility of buildings, structures or premises in relation to the updated Building Codes and Huron County's Universal Design and Accessibility Guideline for Site Plan Control document. These reports will provide County staff with valuable information on items that need to be addressed during building upgrades.

The third and final Sub Committee that assists the Huron County Accessibility Advisory Committee in breaking down barriers is the Directive and Regulation Review Sub Committee.

The Directive and Regulation Review Sub Committee will review any relevant regulations and directives and identify concerns, provide solutions and provide recommendations to the Accessibility Coordinator, such as drafting new policies identified in IASR.

The Accessibility Coordinator will gather input from the Directive and Regulation Review Committee, the Working Group and the Senior Management Team and draft a response to the Ministry of Economic Development Employment, Job Creation and Trade and write County Council identifying areas of concern and possible solutions and recommendations.

This Sub Committee will review the draft response and provide final feedback to the Accessibility Coordinator.

In Summary, with the implementation of the Special Events, Awareness and Community Education Sub Committee; Building Plan Review, Site Plan and Physical Architectural Sub Committee; and the Directive and Regulation Review Sub Committee, the Huron County Accessibility Advisory Committee has been very successful in removing and avoiding barriers in our communities.

BACKGROUND

Disability impacts the lives of many Ontarians, and the numbers of people with disabilities is increasing as the population ages. Today, over 15% of Ontario's population has a disability, including more than 40% of people over age 65. About 1.85 million people in Ontario have a disability. That's one in seven people. Over the next 20 years, as the population ages, the number will rise to one in five Ontarians. More than half of the population has a friend or a loved-one with a disability, and is influenced by them when deciding which businesses to solicit. Creating municipalities where every person who lives or visits can participate fully makes good sense — for our people, our businesses and our communities.

Although our governments have dedicated tremendous resources towards the vision of a barrier free Ontario, the reality is that persons with disabilities still face barriers which prevent them from participating in all aspects of society. As a community we must learn to see barriers as our fellow citizens with disabilities live with them.

The Accessibility for Ontarians with Disabilities Act, 2005 calls on the business community, public sector, not-for-profit sector and people with disabilities or their representatives to develop, implement and enforce mandatory accessibility standards. Accessibility standards are the rules that businesses and organizations in Ontario will have to follow to prevent or remove barriers to accessibility for all citizens.

MESSAGE FROM THE HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE'S CHAIR

AWARENESS & ENGAGEMENT

One of Huron County Accessibility Advisory Committee's (HCAAC's) greatest strengths lies in our Committee Members, who pursue so passionately a vision of informing, educating and inspiring residents from across Huron County on making Huron County accessible for people of all abilities and ages, eventually leading to a fully inclusive society for all.

The HCAAC has continued to invest a lot of time and effort into the development of accessibility training to employees/staff of all kinds through continuous learnings on training requirements defined in the Integrated Accessibility Regulation. These learning opportunities were customized into six modules:

- Customer Service,
- General Requirements,
- Human Rights,
- Employment,
- Information & Communication, and
- Design of Public Spaces.

What training each staff is required to take is based on the job responsibilities, for example, if you are a Facilities staff you are required to take the minimum training which includes Human Rights, General Requirements and Customer Service. If you have a Management position you are required to complete all training modules. All staff are required to receive training on accessibility standards for customer service and use of assistive devices.

It is a goal of the HCAAC to continue to provide businesses' with training opportunities and provide training material to increase their awareness and knowledge of the Government Legislation in 2019. It is our hope to also increase engagement between HCAAC and local businesses.

GOVERNANCE

In 2018, County Council approved the revised HCAAC Terms of Reference.

We successfully ushered in a newly elected Committee with a nice blend of energized individuals mixed with a couple experienced Committee members that have brought their past knowledge and experience to the Committee. I would like to take this opportunity to thank

those past members that contributed years of volunteering and their passion for creating an inclusive society.

Thank you.
Dave Frayne
Committee Chair

COUNTY COUNCIL (2019)

Huron County is governed by County Council, which is made up of fifteen (15) members from area municipalities. Each municipality located within Huron County, is represented at County Council by their representatives - Mayors or Reeves, Deputy Mayors or Deputy Reeves.

At their Inaugural Session in December (every 2 years), County Council elects a Warden from among the Councilors. The Warden is the executive officer of the Corporation and the head of County Council. The Warden chairs County Council meetings, sits as an ex-officio member on all Standing Committees, and represents the County at a wide range of functions and activities.

HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE (HCAAC)

The Huron County Accessibility Advisory Committee is made up of 9 voting members including 5 persons with a disability as defined in the Ontarians with Disabilities Act (ODA): 1 person from professional discipline; 1 citizen representative; 1 elected official; Warden as ex-officio. The HCAAC is supported by 6 non-voting members including the chair of the ODA Working Group, 1 person from County Planning Department, 1 Municipal Building Official; Huron County CAO; the Accessibility Coordinator and the County Clerk. Other Huron County staff may support the committee in various capacities.

Voting Members: Warden, Member of Council and 7 Committee members

Non-Voting Members: Meighan Wark, Susan Cronin, Steve Fortier, Carol Leeming, Rebekah Msuya-Collison, other Huron County Staff as needed.

OUR VISION

The Huron County Accessibility Advisory Committee will inform and inspire people from across Huron County on making Huron County accessible for people of all abilities and ages. Age-Friendly Community Planning and the removal of barriers for persons with disabilities go hand-in-hand.

OUR MISSION

The Huron County Accessibility Advisory Committee will assist Huron County Council and participating municipalities to fulfill the purpose of the Ontarians with Disabilities Act and Accessibility for Ontarians with Disabilities Act by providing vision and advice to council in regards to the removal of barriers by 2025.

OUR MANDATE

The authority to establish the Huron County Accessibility Advisory Committee (HCAAC) originated from the provisions of the Ontarians with Disabilities Act (ODA) and will continue to exist under the provisions of the Accessibility for Ontarians with disabilities Act.

The HCAAC is the advisory committee to Huron County Council and participating municipalities fulfilling the purpose of the ODA and the Accessibility for Ontarians with Disabilities Act (AODA).



Howick Municipal office new automatic door opener

GOALS & OBJECTIVES OF THE HCAAC

The objectives of the Huron County Accessibility Advisory Committee are revised and updated annually in November and are used as a resource that outlines the role and responsibilities of the HCAAC and also provides a monitoring tool to ensure all tasks are completed and not forgotten. (See Appendix 1) This document is divided into two sections:

- Objectives mandated by legislation under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IASR)
- Objectives driven by communities to accomplish the committee's vision of informing and inspiring people from across Huron County on making Huron County accessible for people of all abilities.

LAST YEAR'S GOALS

- Under the requirements of the Ontarians with Disability Act 2001, the HCAAC continued to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC continued to review, in a timely manner and advise municipalities, local businesses and County Council on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- Provided advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005 and more specifically the Integrated Accessibility Standard Regulation. The HCAAC will continue to provide advice, tools and direction to Huron County Council and participating municipalities on obtaining full compliance within timelines set out in the Regulation.
- The Committee continued to enhance relationships with County Council, local municipalities, businesses.
- The Committee will join forces with many volunteers and members of Huron County council and staff at events to promote inclusion for all.
- The Committee will keep Huron County Building Officials updated on "new" legislation with regards to the built environment, public spaces and site plans.

2018 ACHIEVEMENTS

The Huron County Accessibility Advisory Committee has worked diligently to achieve the goals defined within the approved plan. Recognized achievements include:

- HCAAC welcomed a new vice chair to the Committee as well as welcoming one new committee member and a new chair on the working Group Committee.
- **Accessibility Plans:** The County of Huron has created an Annual Accessibility Plan under the Ontarians with Disabilities Act 2001 and a Multi-Year Accessibility Plan update under the Accessibility for Ontarians with Disabilities Act 2005, with annual updates on successes. The County of Huron has completed both requirements with the documents approved by County Council at the November 2018 County Council meeting.
- **Site Plan Reviews:** The Huron County Accessibility Advisory Committee has been actively engaged with county staff as well as private businesses and organizations in conducting Site Plan Reviews in a timely fashion. The committee believes public awareness will continue to stimulate community participation and the sub-committee's time and commitment. The committee developed checklists to assist in Site Plan Reviews.
- The Committee continued to promote the Stop Gap program that was started in Huron County in 2014. This program encourages businesses to get involved in creating barrier free communities.
- The Committee reviewed over 16 site plan reviews of plans and/or spaces.
- **Government Directives and Regulations:** The Accessibility Advisory Committee has provided updates and advice about new government directives and regulations to County Council and the Working Group. The Working Group is made up of one volunteer/staff member from each lower tier. Each member of the group reports back to and shares newly developed resources and material approved by County Council to their Mayor/Councillors.
- Staff members and members of the Committee attended Accessibility Forums, held by the AODA, sharing training and knowledge received with the AAC.

- **Continued Relations with County Council, Lower Tiers and Businesses:** The Committee has reached out to the community aside from regular Council updates shared by County Council representatives with their respective municipalities.
- Successfully took part in the Dream Big Event - an evening of celebration of inclusion, reaching goals, overcoming obstacles and dreaming big! It was an opportunity to celebrate the strengths, gifts and talents of all people.
- Successfully took part in the Discover Ability Event in partnerships with the Huron Chamber of Commerce and the Ontario Chamber of Commerce to raise awareness of the AODA and the responsibilities of businesses and not-for-profit organizations. The event was to educate organizations about the resources available to help them comply with the AODA as well as to highlight the benefits of hiring individuals with disabilities.
- At the Discover Ability Event the annual Awards of Merit for Accessibility Design were also presented to 6 local businesses/organizations who were recognized for the excellence in being accessible by the HCAAC.
The 2018 Award of Merit winners:
 - The International Plowing Match 2017
 - Glassier's Physiotherapy Clinic
 - Blyth Memorial Hall
 - North Huron Health Team
 - Cowbell Brewery
 - Huron Midwives.
- Members of the Committee joined together for National AccessAbility Week that featured a local media awareness campaign with public announcements and a feature on the CTV news highlighting Wingham Hospital.
- All new County staff received all required training within an appropriate time frame.
- All County staff received an updated policy on Accessibility Standards for Customer Service & Use of Assistive Devices
- Upon request, provide information in accessible formats and with communication supports at the same cost charged to other. Publicized the availability of accessible formats and communication supports on website and documents.
- Accessibility Standards for Customer Service is part of Huron County's procurement process.

2019 GOALS

- Under the requirements of the Ontarians with Disability Act 2001 (ODA) and the Accessibility for Ontarians with Disabilities Act 2005 (AODA), the HCAAC will continue to create and post a Multi-Year Accessibility Plan and an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.
- Under the requirements of both the ODA and the AODA, the HCAAC will continue to review in a timely manner and advise municipalities and local businesses on the accessibility of building plans and drawings for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested.
- The Committee will continue to enhance relationships with County Council, local municipalities, businesses, the Huron Perth Catholic District School Board and the Avon Maitland District School Board.
- Continue to incorporate and enhance an annual awards program in conjunction with National Access Awareness Week to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.
- To increase awareness and create a stronger presence in the community, the Committee will continue to host a National Access Awareness Week Celebration/event.
- The Committee will keep Huron County Building Officials updated on all new legislation with regards to the built environment, public spaces and site plans.
- Develop new programs and promote existing programs to engage local businesses in developing barrier free communities. Example, Stop Gap, a program that encourages businesses to get involved in developing barrier free communities while getting recognized in the community for their efforts and participation.
- The HCAAC will work with the County's IT department by providing recommendations, making the County's website much more user friendly for persons of all abilities. A continued key focus within Huron County is training staff to create documents in accessible formats.

- Continue to work with IT and human resources departments to train staff on accessibility standards.
- 5 year multiyear plan will be updated and presented to council.

BARRIER FREE COMMUNITIES BETTER BUSINESSES AND BOTTOM LINES

People with disabilities regularly face barriers that prevent them from working, shopping, travelling and simply living in their communities. The Accessibility for Ontarians with Disabilities Act, 2005 was passed leading to the creation of five standards in accessibility in the areas of Customer Service, Information and Communication, Employment, Transportation and the Built Environment. Recognizing the leadership role of our government by passing the act in 2005, its local communities and private businesses that are now tapping into new customers while harnessing a larger, more diverse work force.

RETURN ON INVESTMENT

What is the return on investment or benefits to employers for hiring people with disabilities? The following are some of the benefits as reported by employers.

Hiring people with disabilities:

- Contributes to a better rate of attendance, punctuality, employee morale, team-work and safety in the workplace.
- Often leads to a reduction in staff turnover; people with disabilities have proven to be skilled and loyal employees.
- Shows that the company values diversity and is a tangible example of good corporate citizenship.
- Increases the purchasing power for individuals with a disability and their families.
- Reflects the demographics of your community, and enhances the community's understanding of people with disabilities.
- May free up resources to complete other tasks and increase productivity.

- Allows the person with a disability to be a role model to the staff and community and others with a disability.
- May include free corporate marketing when your new employee talks about where they work.
- May require accommodations for your new employee, but the change may make your company more robust, innovative and adaptive.

QUICK FACTS

- Improved accessibility in Ontario can help generate up to \$9.6 Billion in new retail spending and 1.6 billion in new tourism spending.
- Currently, Canadians with disabilities influence the spending decisions of 12-15 million other consumers.
- In the next 20 years, an aging population and people with disabilities will represent 40% of total income in Ontario-that being \$536 Billion
- 1 in 7 people in Ontario have a disability. That's 1.85 million Ontarians.
- By 2036, as our population ages, 1 in 5 people in Ontario will have a disability

APPENDIX 1
2019 PRIORITIES FOR HURON COUNTY ACCESSIBILITY ADVISORY COMMITTEE
OBJECTIVES MANDATED BY LEGISLATION:

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
1	Under the requirements of the Accessibility for Ontarians with Disabilities Act, 2005 (AODA) and the Integrated Accessibility Standard (IAS), the County of Huron is required to establish, implement, maintain, and document a Multi-Year Accessibility Plan. The Plan outlines the organization's strategy to identify, prevent and remove barriers for people with disabilities in the County's programs, services, and facilities, over a five-year plan.	Huron County's Accessibility Coordinator will review and revise the Multi 5-Year Accessibility Plan highlighting the previous year's successes in consultation with the HCAAC and County staff annually. Once approval is obtained from County Council, the revised Multi 5- Year Accessibility Plan will be posted on the County website as directed in the Integrated Accessibility Standard (IAS).	County Council will approve the revised Multi 5-Year Accessibility Plan and send a copy to the Ministry of Economic Development, Job Creation and Trade. CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Multi 5-Year Accessibility Plan.	HCAAC Working Group Representatives will present the revised Multi 5-Year Accessibility Plan to their Councils for approval. Once approval is obtained for the revised Multi 5-Year Accessibility Plan, it will be posted on lower tier websites and will be implemented.	Multi 5-Year Accessibility Plan written every 5 years, effective January, 2014. The Multi 5-Year Accessibility Plan update will be reviewed, maintained, updated and successes reported on and posted on the website annually. Council to approve by January 1st

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
2	Under the requirements of the ODA, the County of Huron is required to create and post an Annual Accessibility Plan that contains the goals of Huron County and last year's successes.	Huron County's Accessibility Coordinator will create the Annual Accessibility Plan in consultation with the HCAAC and County staff as appropriate and will present annual plan to committee by December each year.	County Council will approve and send a copy of the Annual Accessibility Plan to the Ministry of Economic Development, Job Creation and Trade as directed in the ODA, 2001.	HCAAC Working Group will present the Annual Accessibility Plan to their Councils for approval.	County Council will approve the Annual Accessibility Plan by January 1 each year.
	The identified goals are in alignment with the Multi-Year Plan.	Once approval is obtained from County Council, the Annual Accessibility Plan will be posted on the County website as directed in the ODA 2001.	CAO will share the plan with Senior Management Team to ensure all departments work towards implementation of the Annual Accessibility Plan.	Once approval is obtained the Annual Accessibility Plan will be posted on lower tier websites and will be implemented.	The identified goals are in alignment with the Multi-Year Plan.

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
3	Under the requirements of both the ODA, 2001 and the AODA, 2005 the HCAAC must review in a timely manner and advise municipalities and businesses on the accessibility of building plans for renovation and new construction, and the purchase or lease of public buildings as well as review exterior site plans as requested. The Committee will use the Illustrated Guide of the Accessibility Standards for Outdoor Spaces produced by GAATES and supported by Ontario Government.	The HCAAC ~ Building Plan Review, Site Plan and Physical Architectural Assessment Committee is responsible for meeting and reviewing site plans and providing comments in and recommendations in a timely manner.	Huron County Council is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease. County Council to review and approve if appropriate.	The Working Group is responsible for keeping appropriate lower tier staff informed of their duty to request site plan reviews with the HCAAC prior to purchasing, construction, renovation or lease. If approved the Working Group will share the resource with building officials.	The HCAAC Building Plan Review Site Plan and Physical Architectural Assessment Committee will accommodate as quickly as possible, not being any longer than 30 days. ongoing

4	<p>Provide advice to County Council and participating municipalities with respect to government directives and regulations relating to the status of persons with disabilities including regulations for the Accessibility for Ontarians with Disabilities Act, 2005.</p>	<p>To gather comments on proposed regulations and standards, the Accessibility Coordinator will work with the Directive and Regulation Review Subcommittee. The Accessibility Coordinator will also work with staff from various departments across the County and the Working Group to further identify concerns on how the proposed regulation may be implemented.</p>	<p>The Accessibility Coordinator will prepare regular updates for County Council. The update will provide a summary of the requirements outlined in the regulations and standards and an overview of the County's readiness to meet the requirements.</p>	<p>The Working Group will provide comments and concerns with the Accessibility Coordinator on the requirements of the regulations and standards.</p> <p>The Working Group will share updates with appropriate staff at their Municipality.</p>	Ongoing
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OBJECTIVES DRIVEN BY PASSION TO ACCOMPLISH THE COMMITTEE'S VISION OF INFORMING AND INSPIRING PEOPLE FROM ACROSS HURON COUNTY ON MAKING HURON COUNTY ACCESSIBLE FOR PEOPLE OF ALL ABILITIES.

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
5	The Committee will continue to enhance relationship with the Avon Maitland District School Board and Huron Perth Catholic District School Board and focus on the importance of changing societal stigmas associated with individuals living with a disability. The greatest change starts with our youth.	<p>The Special Events Awareness and Community Education Subcommittee will come up with joint ventures with the school boards</p> <p>The subcommittee will explore options available in making next year's National Access Awareness Week Event a school outing involving more than one school for local school children. May also consider collaborating with Perth County.</p>	County Council will be consulted with in the development stages.	<p>The Special Events Awareness and Community Education Subcommittee will consult with the working group during development stages.</p>	Ongoing

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
6	<p>Continue to develop greater relationships with County Council, Lower Tiers and local businesses. This will be achieved through:</p> <ul style="list-style-type: none"> the development of information packages regarding new legislation speaking engagements at BIA meetings, lower tiers and to agencies and business by individuals with disabilities, putting a face to the issues at hand. regular council updates. Review municipal facilities and make recommendations to improve accessibility. 	<p>The Accessibility Coordinator will provide regular County Council updates keeping Council informed.</p> <p>The Special Events Awareness and Community Education Subcommittee will develop an information package for local businesses.</p>	<p>County Council will encourage lower tiers to participate in and host a speaking engagement at one of their Council meetings.</p> <p>County Council will provide their feedback and suggestions on the content of the information packages.</p>	<p>The Accessibility Coordinator will work with the Working Group on scheduling speaking engagements at their Council Meetings.</p>	Ongoing

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
7	<p>Continue to implement our annual awards program to celebrate organizations and individuals who are working to build a more inclusive society. The award is to promote public awareness of the importance of barrier-free design and to recognize excellence in accessibility design.</p> <p>The awards are incorporated with National Access Awareness Week or other events.</p> <p>To increase awareness and create a stronger presence in the community, the Committee will continue to host National Access Awareness Week Celebrations and media events.</p>	<p>The Special Events Awareness and Community Education Subcommittee will continue to implement an annual awards program recognizing one public sector organization and one private business or individual.</p>	<p>Ask County Council to have a greater presence at National Access Awareness Week celebrations.</p>	<p>Will ask Working Group to share nomination forms with County Building Inspectors as they have the greatest knowledge of who is building and/or renovating with barrier-free design being a focus.</p>	<p>Ongoing</p>
8	<p>The Committee will promote the Stop Gap Project with Municipalities.</p>	<p>The Accessibility Coordinator will set meeting dates with Municipal Council to present project.</p>	<p>No action required.</p>	<p>No action required.</p>	<p>ongoing</p>

	Priority	HCAAC Responsibility	Council Responsibility	Working Group Responsibility	Timeline Targets
9	Develop a training package for Huron Businesses to fulfill their training requests. Explore opportunities to host events to bring awareness of accessibility. Amend brochure for distribution and awareness.	The Special Events Awareness and Community Education Subcommittee and the Accessibility Coordinator develop a training package on our Governments Regulations. We will explore social media options to use when providing the training.	County Council will approve the training package that is developed.	The Working Group Representatives will share the material with the Council.	ongoing
10	The HCAAC will work with the County's IT Specialist by providing recommendations on making the Accessibility portion of the County's website much more user friendly.	The Accessibility Coordinator will begin the process of seeking out resources to train staff on how to create accessible documents.	County Council will approve HCAAC's recommendations.	The Working Group will share our progress with their Councils.	ongoing
11	Actively participate in events such as Dream Big and Discovery Abilities.	The Special Events Subcommittee and the Accessibility Coordinator will present a request to County Council to participate. The coordinator will organize volunteers to present and support the events.	County Council will receive request.	Working Group will approach their Council to attend events.	2019

NOTE: The HCCAC Objectives will be reviewed annually (November) by the Committee to assess progress and to update and add new initiatives accordingly.

APPENDIX 2

Development Requiring Consultation with the Huron County Accessibility Advisory Committee Under the Design of Public Spaces Standard, AODA 2005

Design of Public Spaces Standard, Integrated Accessibility Standards 191/11

[http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20\(short\)%20FINAL%20April%202014%20EN-s.pdf](http://www.mcass.gov.on.ca/documents/en/mcass/accessibility/DOPS%20Guidelines%20(short)%20FINAL%20April%202014%20EN-s.pdf)

Organization Compliance Dates

Affected Organizations	Compliance Dates
Ontario Government and Legislative Assembly	January 1, 2015
Designated public sector organizations with 50+ employees	January 1, 2016
Designated public sector organizations with 1-49 employees	January 1, 2016
Private and not-for-profit organizations with 50+ employees	January 1, 2017
Private and not-for-profit organizations with 1-49 employees	January 1, 2018

Development under the Design for Public Spaces Standard that require consultation with the HCAAC and the public:

Development Requiring Consultation with HCAAC	Design Elements	Page Number
Recreational Trails and Beach Access Routes (<i>all compliance dates apply</i>)	<ul style="list-style-type: none"> -Trail slope -Need for, and location of ramps on trails -Need for, location and design of: <ul style="list-style-type: none"> -Rest areas -Passing areas 	23-24

	<ul style="list-style-type: none"> -Viewing areas -Amenities on trail -Any other pertinent feature -Consultation on Beach Access Routes 	
Outdoor Play Spaces <i>(Private and not-for-profit organizations with 49 or fewer employees are not required to comply)</i>	<ul style="list-style-type: none"> -Needs of children and caregivers with various disabilities -Accessibility Features 	50-51
Exterior Paths of Travel <i>(Private and not-for-profit organizations with 49 or fewer employees are required to comply)</i>	-Design and placement of Rest Areas	81
On-Street Parking <i>(Only Designated Public Sector organizations of 1-49 and 50+ employees are required to comply)</i>	-Need for, location and design of accessible on-street parking spaces	99-101

The “Illustrated Technical Guide to the Accessibility Standard for the Design of Public Spaces” can be found online at: <http://www.gaates.org/DOPS/default.php>.



The Corporation of the Municipality of South Huron

By-Law #8-2019

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 Regular Council Meeting of January 21, 2019, in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Local Planning Appeal Tribunal or other authority is required by law, hereby adopted, ratified and confirmed and shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. That the 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 21st day of January, 2019

Read a third time and passed this 21st day of January, 2019

George Finch, Mayor

Rebekah Msuya-Collison, Clerk