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

Tuesday, February 19, 2019, 6:00 p.m.
Council Chambers - Olde Town Hall

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

Pages

1. Meeting Called To Order

   Welcome & O Canada

2. Public Meeting

   Recommendation:
   That South Huron Council adjourn at p.m. for the purpose of a Public Meeting pursuant to the Planning Act for proposed Zoning By-Law and Official Plan amendments.

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 Peter Mason and Doug Fairbairn - Randy "PUTS" Tieman Memorial Press Box — 1

   Recommendation:
   That South Huron Council receives the delegation as presented from Peter Mason and Doug Fairbairn.

   5.2 Alzheimer Society Huron County, Erin Dale - Drive for Dementia — 8

   Recommendation:
   That South Huron Council receives the delegation as presented from the Alzheimer Society of Huron County by Erin Dale, Community Outreach/Events Coordinator.

6. Minutes

6.1 Minutes of the Regular Council Meeting of February 4, 2019 18

6.2 Public Meeting of February 4, 2019 33

6.3 Budget Meeting Minutes of February 11, 2019 39

Recommendation:
That South Huron Council adopts the minutes of the Public and Regular Council Meeting of February 4, 2019 and the Budget Meeting of February 11, 2019, as printed and circulated.

6.4 Committee of the Whole Minutes of February 6, 2019 51

Recommendation:
That South Huron Council adopts the minutes of the Committee of the Whole of February 6, 2019, as printed and circulated.

Recommendation:
That South Huron Council accept the recommendations of the Committee of the Whole as follows:

1. **That the fitness centre remain within the scope of the project; and**
2. **That the scope of amenities within the project include a single ice pad with option of a double pad, a walking track, community hub, gym and fitness centre.**

7. Councillor Board and Committee Reports

7.1 Community Hub Recreation Centre Project Steering Committee - Report to Council 54

Recommendation:
That the report of the Community Hub Recreation Project Steering Committee presented by Dawn Rasenberg, Chair be received.

7.2 Community Hub/Project Steering Committee Draft Minutes of February 5, 2019 109

Recommendation:
That the draft minutes of the Community Hub Recreation Project Steering Committee of February 5, 2019 be received as presented to Council.

Recommendation:
That South Huron Council accept the following recommendations from the Community Hub/Project Steering Committee:

1. **That Committee requests to council to reaffirm the $7.5M support for the project in the 2019 budget; and**
2. **That the Committee recommends the fundraising feasibility study led by Campaign Coaches proceeds as planned.**

7.3 February 28 2019 at 5:00 p.m. set for Committee of the Whole - Water and Wastewater Rate Study and Financial Plan Update

8. Staff Reports

8.1 Planning

8.1.1 S. Smith, Huron County Planner - Consent - C94-2018 (Heybolt Ontario Inc.) 154

1 of 2

Recommendation:
That South Huron Council recommends to Huron County Council that Consent for file C94-2018 be granted with conditions as set out in the Planner's Report dated February 12, 2019 and subject to Official Plan Amendment #16 being in full force and effect.

8.1.2 S. Smith, Huron County Planner - Consent - C95-2018 (Heybolt Ontario Ltd.) 166

2 of 2

Recommendation:
That South Huron Council recommends to Huron County Council that Consent for file C95-2018 be granted with conditions as set out in the Planner's Report dated February 12, 2019 and subject to Official Plan Amendment #16 being in full force and effect.

8.1.3 D. Van Amersfoort, Huron County Senior Planner - Subdivision, OPA #17 and Zoning By-Law Amendment Z19/2018

8.1.3.1 Planning Report for Plan of Subdivision 177

8.1.3.2 Draft Plan Conditions 187

8.1.3.3 Planning Report for Official Plan Amendment and Zoning By-Law 193

8.1.3.4 Written Comments Received after Public Meeting - Lori Pozniak 201

8.1.3.5 Amended Draft Plan 202

Recommendation:
That South Huron Council receives the report from D. Van Amersfoort, Huron County Senior Planner re: Plan of Subdivision, Official Plan Amendment #17 and Zoning By-Law Amendment D14-Z19-2018; and

That South Huron Council support the Plan of Subdivision File 40T18002 with the conditions attached to the Planner's report dated for the February 14, 2019 and forward to the County of Huron for Draft Plan approval.

8.2 Community Services

8.2.1 S. Currie, Community Services Manager - Canada Day 2019 Event Support 203

Recommendation:
That Council receive the report from S. Currie, Community Services Manager titled “Canada Day 2019 Event Support” for information.

8.3 Operations, Infrastructure and Development

8.3.1 D. Giberson, Director of Infrastructure and Development - 2018 Mandatory reporting of Commercial and Industrial water consumption information to the Ministry of the Environment, Conservation and Parks. 207

Recommendation:
That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: 2018 Mandatory reporting of Commercial and Industrial water consumption information to the Ministry of the Environment, Conservation and Parks.

8.3.2 D. Giberson, Director of Infrastructure and Development - 2018 Annual Report for the South Huron Drinking Water System 210

Recommendation:
That South Huron Council receive the report from D. Giberson, Director of Infrastructure and Development RE: 2018 Annual Report for the South Huron Drinking Water System.

8.3.3 D. Giberson, Director of Infrastructure and Development - Exemption from the Noise By-law for the Mollard Line Culvert Replacement Project 280

Recommendation:
That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: Exemption from the Noise By-law for the Mollard Line Culvert Replacement Project, AND;

That South Huron Council grant Cope Construction and Contracting Inc. an exemption from By-law #36-2004, as amended by By-law #24-2010 for the period from March 1, 2019 to March 31, 2019.

8.3.4 D. Giberson, Director of Infrastructure and Development - Early Adoption of capital budgets for the Shipka Line, Parr Line and Huron Street rural watermain replacement projects. 283

Recommendation:
That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: Early Adoption of capital budgets for the Shipka Line, Parr Line and Huron Street rural watermain replacement projects, AND;

That South Huron Council approve the capital budgets for Shipka Line, Parr Line and Huron Street rural watermain replacement projects prior to adoption of the 2019 annual budget and authorize these projects to proceed to tender.

8.4 General Government Services

8.4.1 R. Msuya-Collison, Director of Legislative Services/Clerk - Staff Council Relationship Policy 286

Recommendation:
That South Huron Council receive the report from R. Msuya-Collison, Director of Legislative Services/Clerk re: Staff Council Relationship Policy; and

That Council adopt the Staff Council Relations Policy and that the necessary by-law is forwarded to Council for the required three readings.

9. Deferred Business

9.1 Council Deferred Community Hub Recreation Project Steering Committee Resolutions

(Jan 21, 2019 - Res: 048-2019 defer motion 047-2019)
(Feb 4, 2019 - Res: 075-2019 defer motion 074-2019)

Recommendation:
Moved: T. Oke
Seconded: D. Faubert

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:
Moved: T. Oke
Seconded: A. Neeb

That the draft minutes of the Community Hub Recreation Project Steering Committee of January 22, 2019 be received as presented to Council; and

That South Huron Council accept the recommendation of the Committee that the site to consider for the new community hub / rec centre is the site of the current South Huron Rec Centre.

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

12. Communications

12.1	Huron County Municipal Officer's Association - Invitation	296
12.2	Big Brothers Big Sisters of South Huron Letter - Economic Development Funding	297
12.3	Chamber of Commerce - Upcoming Events	299
12.4	Alzheimer Society of Huron County - Request	304
12.5	Royal Canadian Legion Ontario Command - 5th Annual Military Service Recognition Book	305
12.6	Monteith Brown Planning Consultants - Proposed Residential Development (Jeff Kints)	307

12.7 Glen and Joan Kells Letter - Solar Powered Flashing Stop Signs 311

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 # 3-2019 - Kints OPA Amendment 312

Third and Final reading.

Recommendation:
That South Huron Council gives third and final reading to By-Law #3-2019, being a by-law of The Municipality of South Huron to amend the South Huron Official Plan. (Kints)

15.2 By-Law # 4-2019 - Kints Rezoning By-Law 322

Third and Final reading

Recommendation:
That South Huron Council gives third and final 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.

15.3 By-Law # 12-2019 - Official Plan Amendment #17 (Pinnacle Homes) 328

(Feb 4, 2019 - deferred Res: 095-2019)

Recommendation:
That South Huron Council gives first, second, third and final reading to By-Law #12-2019, being a By-Law to amend the South Huron Official Plan on lands described as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

15.4 By-Law #13-2019 - Rezoning By-Law (Pinnacle Homes) 335

(Feb 4, 2019 - deferred Res: 095-2019)

Recommendation:
That South Huron Council defer the portion of the Zoning By-Law Amendment which addressed the change from Future Development (D) to High Density Residential Special Zone (R3-9) to allow for further review and discussion with interested parties; and

That South Huron Council gives first, second, third and final reading to By-Law #13-2019, 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 of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron; and

That a change has been made since the time of the Public Meeting but that South Huron Council has determined that no further notice is to be given pursuant to Section 34 (17) of the Planning Act, R.S.O. 1990, as amended.

15.5 By-Law #16-2019- Establish Committee of Adjustment 340

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #16-2019, being a by-law to establish a Committee of Adjustment and Terms of Reference.

15.6 By-Law #17-2019 - Appointment By-Law 347

Recommendation:
That South Huron Council gives first, second, third and final reading to By-Law #17-2019, being a By-Law to law to appoint members to the various Boards, Committees and Authorities in the Municipality of South Huron.

15.7 By-Law #18-2019 - Official Plan Amendment # 16 (Heybolt) 351

Recommendation:
That South Huron Council gives first, second, third and final reading to By-Law #18-2019, being a By-Law to amend the South Huron Official Plan on lands described as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward.

15.8 By-Law #19-2019 - Rezoning By-Law (Heybolt) 359

1st and second only

Recommendation:
That South Huron Council gives first and second reading to By-Law #19-2019, 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 Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron; and

That South Huron Council has determined that no further notice is to be given pursuant to Section 34 (17) of the Planning Act, R.S.O. 1990, as amended.

15.9 By-Law # 20-2019 - Pregnancy and Parental Leave for Members of Council Policy 362

Recommendation:
That South Huron Council gives first, second, third and final reading to By-Law #20 -2019, being a By-Law to establish and adopt the Pregnancy and Parental Leave for Members of South Huron Council Policy.

15.10 By-Law # 21-2019 - Staff Council Policy 365

Recommendation:
That South Huron Council gives first, second, third and final reading to By-Law #21-2019, being a By-Law to adopt a Council-Staff Relationship Policy for the Municipality of South Huron.

16. Confirming By-Law

16.1 By-Law No. 22-2019 – Confirming By-Law 373

Recommendation:
That the South Huron Council gives first, second and third and final reading to By-Law #20-2019, being a by-law to confirm matters addressed at the February 19, 2019 Council meeting.

17. Adjournment

Recommendation:
That South Huron Council hereby adjourns at _____ p.m., to meet again on Wednesday February 20, 2019 at 5:00 p.m. or at the Call of the Chair.

Randy "PUTS" Tieman
Memorial Press Box
South Huron Recreation Centre

Good evening Your Worship and Members of Council for The Municipality of South Huron.

I am Peter Mason and this is Doug Fairbairn.

I am a former resident of Exeter and now live in Bayfield. I have lived and worked in Huron County my entire life, before retiring from policing in 2005 after 32 years.

Growing up Puts lived a few houses down from me on Ann St. We were childhood friends and played sports together.
As we grew older our careers took us away from Exeter but both of us considered Exeter as home.

Doug has lived in Exeter his entire life. He retired at the end of 2017. This coming summer will be his 44th year in senior baseball. He played 7 years in Dashwood until they folded in 1982. In 1983 he was part of a 4 man group that started the Exeter Express. They have won the Senior 'D' championship 5 times and 3 of the last 6 years they have won the Senior 'AA' championship, for a total of 8 Baseball Ontario championships. He played with the Exeter Mohawks for nearly 10 years. So local sports is definitely his forte.

We are here tonight to ask The Municipality of South Huron Council to consider a request to name the "PRESS BOX" at the South Huron Recreation Centre in Exeter "The Randy "PUTS" Tieman Memorial Press Box."

Randy was given the nickname "PUTS" at a very young age by his father Russell and to this day we can not figure out how all of that came about but the nickname stuck, and around here he has always been known as Puts.

Puts was born in Exeter in 1954. He attended both Exeter Public and South Huron District High School.
After graduating from High School he went on to Fanshawe College in London and enrolled in the Broadcasting Program.
After graduating from Fanshawe he was hired by radio station CJBK in London, and later moved to Manitoba to continue working in broadcasting. In 1983 he moved to Montreal as a sportscaster with CFCF radio, and then on to CTV.

In 1995-96, he defied death not once but three times within 18 months, surviving Stage 4 Hodgkin's lymphoma, meningitis and a

quintuple bypass. Months later, he was back to playing hockey, as well as donating his time to emcee fundraisers for cancer and share the story of his successful fight against the disease.

He had a love for all sports and played them his entire life.
He also played for our beloved Exeter Hawks when we won the 1971-1972 OHA Championship.
In 2010 he came back to Exeter and helped emcee The Exeter Hawks 50 Year Reunion held at the South Huron Recreation Centre.
He also came back to Exeter to emcee for the Ausable Bayfield Conservation fundraiser.

In 2017 he left CTV Montreal and was looking forward to spending more time with his much loved family in retirement.

In November of 2018 Puts passed away suddenly from a massive heart attack at his home in Williamstown.

TRIBUTES

"THE MONTREAL CANADIENS paid their respects to long-time CTV Montreal sportscaster Randy Tieman at Monday night's hockey game. Tieman passed away suddenly Friday at the age of 64, and his friends, colleagues and fans have been sharing their warm memories

of him.
The Canadiens organization showed a photo of the beloved sportscaster on its jumbo screen during the first period of play to warm applause from the crowd.
Whether it was his smile, warmth, devotion to the local sports scene, or his trademark mustache, Montrealers remembered CTV's longtime sportscaster Randy Tieman fondly after news of his death was released on Sunday.
One viewer wrote that he "was a great person who helped make the world smile and help make the world a better place.

PRIME MINISTER JUSTIN TRUDEAU who grew up in Montreal, sent his condolences to Randy's friends and family.
"For decades, Randy Tieman invited viewers to share in his joy for sports - professional, amateur & everything in between. His love of the game came straight from the heart, and Montrealers felt it. He'll be deeply missed. My condolences to his family & everyone at @CTVMontreal. https://t.co/iBNgZxzkfo
— Justin Trudeau (@JustinTrudeau)
November 18, 2018.

OTHER WORDS OF CONDOLENCES

Randy was the guy I grew up watching during supper time and making sure I didn't miss the sports segment. Rest In Peace Randy ❤ https://t.co/JQckXRdNQK
— Bobby Caruana (@bcaruana09)
November 18, 2018

Very saddened to hear of the passing of Veteran @CTVMontreal Sportscaster Randy Tieman. I had the honor of meeting Randy a few years back. A true Gentleman. My thoughts are with his Family and Friends. #RIPRandyTieman ❤ pic.twitter.com/Pb5viRpsHG
— jonathan perron (@jonathanperron3)
November 18, 2018

Even the Montreal Canadiens and Montreal Impact tweeted their sympathies.
We're sad to hear of Randy's passing. Our sincere condolences go out to his family and friends.
— Canadiens Montréal (@CanadiensMTL)

This is devastating news. Randy was so good to a 23 year old kid who just moved to Montreal, trying to find his way in broadcasting. He taught me a lot about this business but more importantly about life. My condolences to the Tieman family. https://t.co/GVinaSfDkU
— Brent Wallace (@tsn_wally)
November 18, 2018

There of course were many more condolences shared by his friends, and collègues!

As you can see Puts was lauded by his peers in the media and sports communities for his positive attitude, professionalism, and mentorship.

He is survived by his wife of 32 years Liane, and children Jesse, Dennis, Harry, and Gabrielle.

So Ladies and Gentlemen of South Huron Council, as you can see Puts was a well know, well respected Sports Broadcaster in Canada.

Doug and I are VERY proud and honoured to have grown up with Puts and to have known him.

We hope through this short presentation you can see the type of individual he was and grant our request to have the Press Box and the South Huron Recreation Centre dedicated in his memory.

If you have any questions regarding our presentation we will try and answer them now.

THANK-YOU

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•Things to add to presentation

+ pictures of Sports Broadcasting Booth, sample sign

+ estimated costs

+ family support for this project

+ if approval granted timeline, and anticipated dedication at an Exeter Hawks home game this fall.

+ notice to new/sports agencies in area.

+ maybe someone from CTV sports Montreal that knew Putts.

Alzheimer Society
HURON COUNTY

South Huron Council

Presentation

Tuesday, February 19, 2019

Erin Dale

Community Outreach/Events Coordinator

Alzheimer Society of Huron County

Dementia – not a disease, but a set of symptoms that accompanies a disease

Alzheimer's disease

Frontal-Temporal Dementia

Lewy Body Disease

Vascular Dementia

Mixed Dementia

Alzheimer Society
HURON COUNTY

EDUCATION PROGRAMS IN SOUTH HURON

Family Education Programs

First Link Premier lien

First Link® Learning Series Education Programs

Taking Control of Our Lives (TCOL)

Learning the ROPES for Living with MCI™

Professional Education Programs

Gentle Persuasive Approaches® Training,

Montessori Workshops, U-FIRST®

Alzheimer Society
HURON COUNTY

SUPPORT PROGRAMS IN SOUTH HURON

- **Monthly Family Support Group & Circle of Friends** –
  Exeter & Grand Bend
- **Individual and Family Counselling and Support**
- **Monthly Memory Clinics:**
  Grand Bend Area Community Health Centre
- **Family meetings:** As needed throughout South Huron
- **Minds in Motion**: Grand Bend Area Community Health Centre
- **Volunteer Companion Program**
- **iPods for Memories**
- **Behavioural Support for Residential Care:**
  - Retirement and Long Term Care
  - Community Living Association
  - Hospital
  - Throughout South Huron

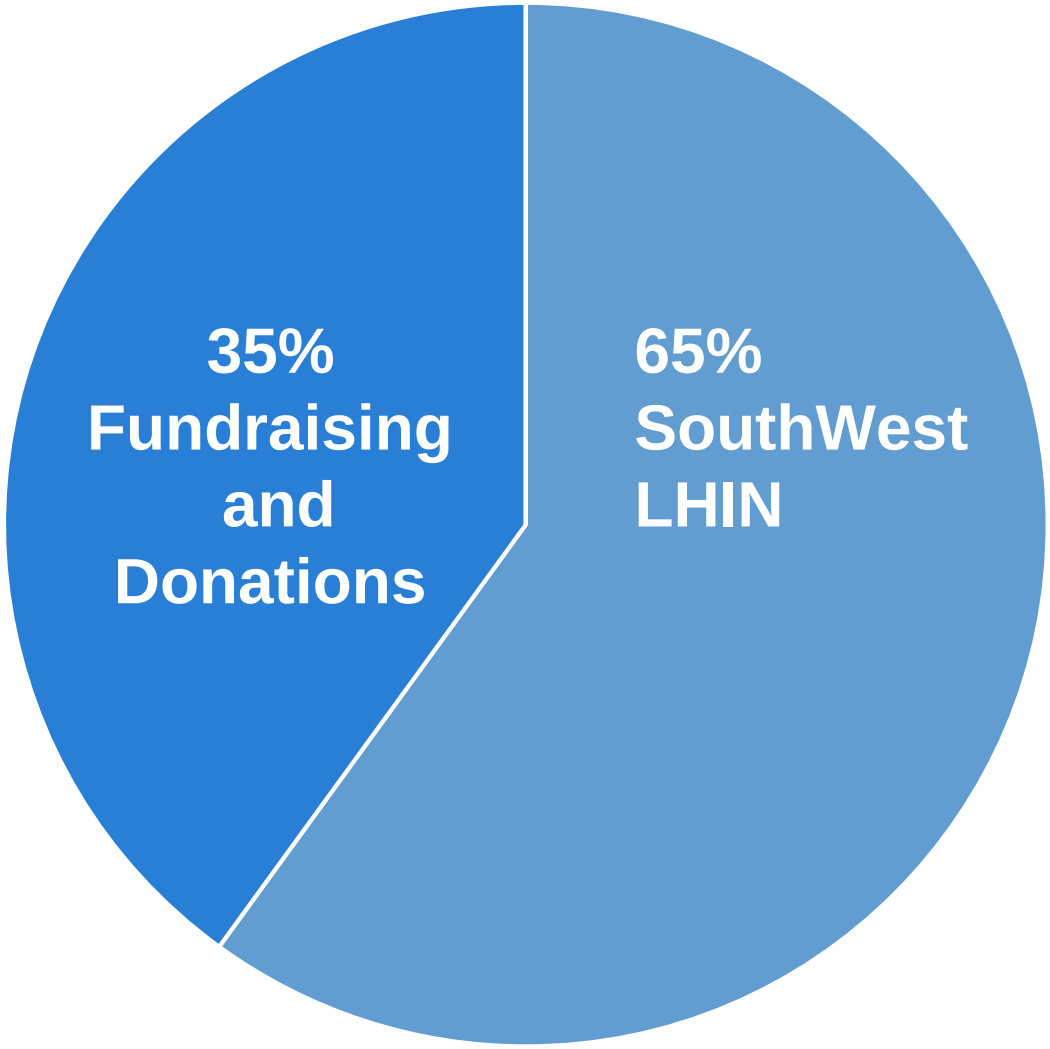
Alzheimer Society
HURON COUNTY

EDUCATION PROGRAMS IN SOUTH HURON

Public Education Programs

- **Memory & Aging Program**
- **School Programs**: Exeter, Zurich, Hensall area schools
- **January Awareness Month Presentations**
- **Heads Up for Healthy Brains Presentations**
- **Dementia Experience Sensitivity Training**
- **An array of Dementia Presentations for:**
  - Service Clubs
  - Faith Communities
  - Seniors Dining Program
  - Businesses

Alzheimer Society
HURON COUNTY



Drive for Dementia

- September is World Alzheimer's Month, an international campaign to raise awareness, challenge stigma and inspire action.

- The Alzheimer Society of Huron County is taking action by asking for your assistance in hosting Drive for Dementia in South Huron communities.

- A boot drive fundraiser, Drive for Dementia, will see volunteers at marked road locations accepting donations from people passing through.

Drive for Dementia

- In 2018, our first year of Drive for Dementia, we had 10 locations and support from the Town of Goderich, County of Huron and Municipalities of Bluewater, Central Huron, Huron East, and North Huron.

- 36 volunteers who loved assisting and have already volunteered to help again in 2019

- In 3 hours, we spread incredible awareness across Huron County and raised over $13,444

Alzheimer Society
HURON COUNTY

317 Huron Road
Box 639
Clinton, Ontario N0M 1L0

Phone: 519-482-1482 **Toll free**: 1-800-561-5012
Email: admin@alzheimerhuron.on.ca

- **Website:** www.alzheimer.ca/huroncounty
- **Facebook:** http://www.facebook.com/AlzheimerHuron
- **Twitter:** https://twitter.com/alzheimerhuron1

Corporation of the Municipality of South Huron

Minutes for the Regular Council Meeting

Monday, February 4, 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
	Ted Oke - Councillor - Ward 3
Member Regrets:	Barb Willard, Councillor - Ward 2
Staff Present:	Mark Elston, Manager of Public Works
	Megan Goss, Human Resources and Strategic Initiatives Officer
	Sandy Becker, Director of Financial Services
	Don Giberson, Director of Infrastructure & Development
	Dan Best,Chief Administrative Officer/Deputy Clerk
	Rebekah Msuya-Collison, Director of Legislative Services/Clerk
Others Present:	Denise Van Amersfoort, Huron County Planner
	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: 069-2019
Moved: J. Dietrich
Seconded: T. Oke

That South Huron Council adjourn at 6:03 p.m. for the purpose of a Public Meeting pursuant to the Planning Act under Section 51 on a proposed Plan of Subdivision and under Sections 17 & 22 to consider a proposed Official Plan Amendment and under Section 34 for proposed Zoning By-Law amendment.

Disposition: Carried

Mayor Finch called a recess at 6:54 p.m. following the public meeting.

The Regular Council meeting reconvened at 7:00 p.m.

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

Deletion of Items 8.3.1 and 8.3.3 - Staff Reports

Addition of Items 8.4.8 and 8.4.9 - Staff Reports

Motion: 070-2019
Moved: A. Neeb
Seconded: D. Faubert

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

Andrew Grunda from Watson and Associates Economics Ltd. provided Council with an overview of the Water and Wastewater Rate Study and Financial Plan Update. He outlined next steps and recommendations for Council consideration.

Council directed that a Committee of the Whole meeting be set up to provide Council with further information on their questions and comments and to further consider the report.

Motion: 071-2019
Moved: M. Vaughan
Seconded: A. Neeb

That South Huron Council receives the delegation and report as presented from Andrew Grunda of Watson & Associates re: Municipality of South Huron Water and Wastewater Rate Study and Financial Plan Update.

Disposition: Carried

6. Minutes

6.1 Minutes of the Committee of the Whole Meeting of January 17, 2019

6.2 Minutes of the Regular Council Meeting of January 21, 2019

Motion: 072-2019
Moved: D. Faubert
Seconded: M. Vaughan

That South Huron Council adopts the minutes of the Committee of the Whole Meeting of January 17, 2019 and Regular Council Meeting of January 21, 2019 as printed and circulated.

Disposition: Carried

7. Councillor Board and Committee Reports

7.1 Deputy Mayor Dietrich - Report on Landfill Liaison Committee

Council discussed Terms of Reference for the Committee and directed Administration to develop a draft for Council approval.

Motion: 073-2019
Moved: A. Neeb
Seconded: D. Faubert

That the report of Deputy Mayor Dietrich dated January 30, 2019 be received; and

That South Huron Council affirm the Landfill Liaison Committee as a Committee of Council and appoint the community members Jack Glavin, Helen Coolman and Donna Shapton and;

That Deputy Mayor Dietrich be appointed as Council Representative.

Disposition: Carried

7.2 Community Hub Recreation Project Steering Committee - Draft Minutes of January 22, 2019

Motion: 074-2019
Moved: T. Oke
Seconded: A. Neeb

That the draft minutes of the Community Hub Recreation Project Steering Committee of January 22, 2019 be received as presented to Council; and

That South Huron Council accept the recommendation of the Committee that the site to consider for the new Community Hub / Rec Centre is the site of the current South Huron Rec Centre.
(Deferred by 075-2019)

Amendment: (Deferral)
Motion: 075-2019
Moved: M. Vaughan
Seconded: D. Faubert

That South Huron Council defer motion 074-2019 (recommendation to consider site for new Community Hub/Rec Centre) to the meeting following the Committee of the Whole meeting set to establish the scope of the recreation project.

Disposition: Carried

8. Staff Reports

8.1 Planning

8.2 Community Services

8.3 Operations, Infrastructure and Development

8.3.1 M. Elston, Manager of Public Works - Pre-budget Approval for the Tender of Two Tandem Axle Plows

M. Elston, Manager of Public Works presented his report.

Motion: 076-2019
Moved: A. Neeb
Seconded: T. Oke

That South Huron Council receives the report from M. Elston, Manager of Public Works re: Pre-budget Approval for the Tender of Two Tandem Axle Plows, and

That South Huron Council authorizes the pre-budget approval of two tandem axle plows in the amount of $600,000, and

That South Huron Council authorizes Staff to proceed with a request for tender of two tandem axle plows.

Disposition: Carried

8.3.2 D. Giberson, Director of Infrastructure and Development - Results of the 2018 DWQMS System Audit by NSF-ISR International

D. Giberson, Director of Infrastructure and Development outlined the opportunities for improvement and next steps.

Motion: 077-2019
Moved: A. Neeb
Seconded: D. Faubert

That South Huron Council receives the report from D. Giberson, Director of Infrastructure and Development re: Results of the 2018 DWQMS System Audit by NSF-ISR International.

Disposition: Carried

8.3.3 D. Giberson, Director of Infrastructure and Development - 2018 Drinking Water System Annual Compliance Report to the Ministry of the Environment, Conservation and Parks

Motion: 078-2019
Moved: T. Oke
Seconded: D. Faubert

That South Huron Council receives the report from D. Giberson, Director of Infrastructure and Development re: 2018 Drinking Water System Annual Compliance Report to the Ministry of the Environment, Conservation and Parks.

Disposition: Carried

8.4 General Government Services

8.4.1 M. Goss, Human Resources and Strategic Initiatives Officer - Pregnancy and Parental Leave for Members of Council

M. Goss, Human Resources & Strategic Initiatives Officer presented her report.

Motion: 079-2019
Moved: J. Dietrich
Seconded: M. Vaughan

That South Huron Council receives the report of M. Goss, Human Resources & Strategic Initiatives Officer re: Pregnancy and Parental Leave for Members of Council; and

That Council approve the Pregnancy and Parental Leave for Members of Council Policy.

Disposition: Carried

8.4.2 S. Becker, Director of Financial Services - 2018 Annual Report on Lease Financing Agreements

Motion: 080-2019
Moved: J. Dietrich
Seconded: T. Oke

That South Huron Council receives the report from S. Becker, Director of Financial Services re: 2018 Annual Report on Lease Financing Agreements.

Disposition: Carried

8.4.3 S. Becker, Director of Financial Services - 2018 Statement of Remuneration and Expenses

S. Becker, Director of Financial Services confirmed that expenses are stipulated in the remuneration By-law.

Motion: 081-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council receives the report from S. Becker, Director of Financial Services re: 2018 Statement of Remuneration and Expenses.

Disposition: Carried

8.4.4 R. Msuya-Collison, Director of Legislative Services/Clerk - 2018 Request for Service, Complaints and By-Law Summary

Motion: 082-2019
Moved: A. Neeb
Seconded: M. Vaughan

That South Huron Council receives the report from R. Msuya-Collison, Director of Legislative Services/Clerk re: 2018 Request for Service, Complaints and By-Law Summary for information.

Disposition: Carried

8.4.5 R. Msuya-Collison, Director of Legislative Services/Clerk - Cat Voucher Pilot Project Report

Motion: 083-2019
Moved: A. Neeb
Seconded: M. Vaughan

That South Huron Council receives the report from R. Msuya-Collison, Director of Legislative Services/Clerk re: Cat Voucher Pilot Project; and

That South Huron Council extend the pilot project for the year 2019.

Disposition: Carried

8.4.6 D. Best, Chief Administrative Officer - Council Remuneration

Motion: 084-2019
Moved: T. Oke
Seconded: D. Faubert

That the memo of D. Best, Chief Administrative Officer dated Feb 4th, 2019 re: the Elimination of the One-Third Tax Free Allowance be received; and

That upon the elimination of the one-third tax free allowance by the Federal Government beginning January 1, 2019 taxation year, a salary adjustment per Member of Council be implemented equal to the value of the one-third tax free allowance; and

That Council authorize Staff to proceed with a review of Council Remuneration and present a subsequent report outlining a process and Terms of Reference for Council's consideration.

Disposition: Carried

8.4.7 D. Best, Chief Administrative Officer - ABCA Shoreline Management Plan Update

Motion: 085-2019
Moved: M. Vaughan
Seconded: A. Neeb

That the report of D. Best, Chief Administrative Officer dated February 4th, 2019 re: the ABCA Shoreline Management Plan Update be received.

Disposition: Carried

8.4.8 D. Best, Chief Administrative Officer - Gaming Host Site Update

Motion: 86-2019
Moved: J. Dietrich
Seconded: D. Faubert

That the report of D. Best, Chief Administrative Officer dated February 4th, 2019 re: a Gaming Host Site be received; and

That Council endorses the location of the proposed gaming site to be situated by the Dark Horse Winery and Huron Country Playhouse.

Mayor Finch called for a recorded Vote.

Recorded	**For**	**Against**	**Abstain**
G. Finch	X		
J. Dietrich	X		
D. Faubert	X		
M. Vaughan	X		

A. Neeb	X		
T. Oke	X		
Results	6	**0**	**0**

Disposition: Carried (6 to 0)

8.4.9 D. Best, Chief Administrative Officer - Release of Hold Canadian Entertainment Properties

Motion: 87-2019
Moved: M. Vaughan
Seconded: D. Faubert

That the report of D. Best, Chief Administrative Officer dated February 4th, 2019 re: a Release of Hold on the lands known as Part Lots 6 & 7, RP22R5240 being Part Lots 52 to 54, 56 to 76, 83 to 89, Pt Part 55, Stephen, South Huron; and

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

Disposition: Carried

9. Deferred Business

10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

Councillor Vaughan provided information on ROMA sessions she attended regarding water and waste water infrastructure impact on tax payers and engaging youth and seniors in community planning. She commented on the excellent delegations presentations with Sylvia Jones, Todd Smith and Christine Hoggarth.

Councillor Faubert commented that the presentations by Mayor Finch and CAO Best were presented very well.

Deputy Mayor Dietrich noted the importance of networking and speaking to representatives of other municipalities to share information and see what they are doing. He invited Council and staff to the Police Services Board training session provided by the Ministry and to be held on Tuesday February 12 at 6:00 p.m.

Councillor Oke noted the upcoming Easy Building Products Business After 5 event hosted by the South Huron Chamber of Commerce. He noted the Province's announcement about launching consultations on reforming joint and several liability.

CAO Best advised that he will be providing a backgrounder report to Council which will include information provided at the ROMA conference on joint and several liability.

Councillor Neeb advised that meetings are ongoing between himself, the CAO and Director of Legislative Services regarding recommendations for a Cultural Heritage Committee and that a draft Terms of Reference is being developed to be brought back to Council.

Councillor Oke noted that the Community Grant for 2019 will be reviewed by the Committee.

12. Communications

Council directed that items 12.2, 12.5, 12.7 be pulled for action.

12.1 Avon Maitland District School Board - Meeting Highlights January 2019

12.2 Ausable Bayfield Maitland Valley Source Protection Committee - Request - Municipal Representative

Council did not put forward a name.

12.3 Ausable Bayfield Conservation Authority - Invitation and Nomination Form - Conservationist of the Year

12.4 Huron County Library Exeter Branch - Libraries Transforming Communities

12.5 Huron County Federation of Agriculture Annual - Invitation - MPP/MP/Local Politician Invitation

Mayor Finch and Deputy Mayor Dietrich will attend.

12.6 Huron County Plowmen's Association - Request and Invitation - 92nd Huron County Plowing Match

12.7 Huron County - Estimated cost of $18.8 million for a new building

Motion: 088-2019
Moved: T. Oke
Seconded: M. Vaughan

Whereas the Province of Ontario has announced it will conduct a review of regional governments and Simcoe County to help ensure that these municipalities are working effectively and efficiently, and can continue to provide the vital services that communities depend on; and

Whereas the County of Huron is considering a site and proposal to construct a new Huron County administration building at an estimated cost of $26.5 million; and

Whereas the County of Huron has moved to call a meeting of the Huron County Facilities Review Committee to review the proposal and bring a recommendation back to Huron County Council site;

Now therefore be it resolved that Council of the Municipality of South Huron urge Huron County Council to consider deferring a new administration building until feedback is received from the Provincial Governance Review; and

That the location of the proposed facility should the new build proceed be located in the center of the county on lands already owned by Huron County; and

That all Huron County Councils be consulted during the process of considering the proposed location of a site for a new administration building, should the build proceed;

That this resolution be circulated to Huron County and all Huron County municipalities.

Disposition: Carried

Councillor Oke noted the time at 8:53 p.m.

Motion: 089-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council extend the meeting past curfew.

Disposition: Carried

12.8 Maureen Cole - Correspondence re Budget

12.9 Huron County Playhouse - Letter of Support - Proposed Casino

12.10 Dark Horse Estate - Letter of Support - Proposed Casino

12.11 Allan Barnes - Letter of Support - Proposed Casino

Mr. Barnes is in attendance.

12.12 Township of Wilmot - Resolution - Bill 66 Section 10 "Open for Business Planning By-Laws"

12.13 Township of Ashfield-Colborne-Wawanosh - Resolution - Review and Modify Primary Care Arbitration Position

Motion: 090-2019
Moved: A. Neeb
Seconded: T. Oke

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

Disposition: Carried

13. Closed Session

14. Report From Closed Session

15. By-Laws

15.1 By-Law 09-2019 - Adopt a Tree Removal and Replacement Policy

Motion: 091-2019
Moved: T. Oke
Seconded: D. Faubert

That South Huron Council gives first, second, third and final reading to By-Law #9-2019, being a by-law to adopt a Tree Removal and Replacement policy.

Disposition: Carried

15.2 By-Law 10-2019 - Amend By-Law 34-2015 Fees and Charges

Motion: 092-2019
Moved: M. Vaughan
Seconded: A. Neeb

That South Huron Council gives first, second, third and final reading to By-Law #10-2019, being a by-law to amend Schedule "B" and Schedule "C" to By-Law #34-2015, being a by-law to Provide for Establish, Ratify and Impose Fees and Charges for Goods and Services provided by the Municipality of South Huron.

Disposition: Carried

15.3 By-Law 11-2019 - Removal of Holding - Canadian Entertainment (Barnes)

Motion: 093-2019
Moved: M. Vaughan
Seconded: A. Neeb

That South Huron Council gives first, second, third and final reading to By-Law #11-2019, being a by-law to amend By-law #69-2018 of the Municipality of South Huron to remove the 'H' holding zone on the lands known as Part Lots 6 & 7, RP22R5240 being Part Lots 52 to 54, 56 to 76, 83 to 89, Pt Part 55, Stephen, South Huron.

Disposition: Carried

15.4 By-Law 12-2019 -Official Plan Amendment #17 - Pinnacle Homes

Motion: 094-2019 (Deferred)
Moved: J. Dietrich
Seconded: D. Faubert

That South Huron Council gives first, second, third and final reading to By-Law #12-2019, being a by-law to amend the South Huron Official Plan on lands described as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

Motion: 095-2019
Moved: J. Dietrich
Seconded: D. Faubert

That South Huron Council defer items 15.4 and 15.5, By-Laws for Official Plan Amendment #17 and Rezoning By-Law Pinnacle Homes until subsequent report from Huron County Planner is received.

Disposition: Carried

15.5 By-Law 13-2019 - Rezoning By-Law - Pinnacle Homes (Deferred)

That South Huron Council gives first and second reading to By-Law #13-2019, 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 of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

Disposition: Carried

15.6 By-Law 14-2019 - Amend Animal Control By-Law and Rescind Animal Control Tribunal By-Law

Motion: 096-2019
Moved: A. Neeb
Seconded: M. Vaughan

That South Huron Council gives first, second, third and final reading to By-Law #14-2019 being a by-law to amend By-Law #21-2018, being a by-law to put in place regulations associated with the control, licensing and registration of animals within the Municipality of South Huron and to rescind By-law #85-2018 being a by-law to establish the Rules of Procedure and appoint the members of the Animal Control Tribunal for the Municipality of South Huron.

Disposition: Carried

16. Confirming By-Law

16.1 By-Law No. 15-2019 – Confirming By-Law

Motion: 097-2019
Moved: T. Oke
Seconded: A. Neeb

That the South Huron Council gives first, second and third and final reading to By-Law #15-2019, being a by-law to confirm matters addressed at the February 4, 2019 Council meeting.

Disposition: Carried

17. Adjournment

Motion: 098-2019
Moved: J. Dietrich
Seconded: M. Vaughan

That South Huron Council hereby adjourns at 8:58 p.m., to meet again on February 11, 2019 at 10:00 a.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, February 4, 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
	Ted Oke - Councillor - Ward 3
Member Regrets:	Barb Willard, Councillor - Ward 2
Staff Present:	Megan Goss, Human Resources & Strategic Initiatives Officer
	Mark Elston, Manager of Public Works
	Don Giberson, Environmental Services Director
	Sandy Becker, Director of Financial Services
	Rebekah Msuya-Collison, Clerk
	Dan Best, Chief Administrative Officer/Deputy Clerk
Others Present:	Denise Van Asmerfoort, Huron County Planner
	Sarah Smith, Huron County Planner

1. Call to Order

Mayor Finch called the meeting to order at 6:04 p.m. He introduced County Councillor Bernie MacLellan, Mayor of Huron East who attended the Public meeting on the proposed Subdivision application on behalf of Huron County Council.

2. Disclosure of Pecuniary Interest

None.

3. Purpose of Public Meeting

The Clerk read the purpose of the Public Meeting which was held to obtain public comment on a proposed Plan of Subdivision under Section 51 of the Planning Act and to consider and review the proposed Zoning By-Law amendment to By-Law #69-2018 under Section 34 of the Planning Act and proposed Official Plan amendment #17 under Section 17 & 22 of the Planning Act. The Public meeting

is held to allow interested members of the public the opportunity to ask questions or offer comments with regard to the applications.

The Clerk advised that Council will not make a decision on the proposed amendments at this Public Meeting but based on the recommendations and information received at this Public Meeting, the proposed amendments will be presented for approval at a regular Council meeting. Huron County Council is the approval authority for amendments to local Official Plans and Subdivision Agreements.

The Clerk noted the location of the two Public Registries, one for the combined proposed Zoning and Official Plan Amendment and the other for the proposed Subdivision Agreement and noted that if any member of the public would like to be notified in writing of the decision on an application they are to provide their name and mailing address on the registry. She noted that 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 a By-law.

4. Combined Plan of Subdivision 40T18002, OPA Amendment #17 and Zoning By-Law Amendment Z19/2019 (GSP Group Inc. c/o Brandon Flewwelling)

4.1 Application - Plan of Subdivision

4.2 Combined OPA and Zoning Amendment Application

4.3 D. Van Amersfoort, Senior Huron County Planner - Report Plan of Subdivision 40T18002

6:06 p.m. Huron County Senior Planner D. Van Amersfoort presented her reports on the proposed plan of subdivision and proposed Official Plan amendment and Rezoning amendment concurrently.

4.3.1 GSP Group Inc. Memo - Class EA Process

4.4 D. Van Amersfoort, Senior Huron County Planner - Report - OPA No. 17 and Zoning By-law Amendment Z19/2018

4.4.1 Pinnacle Quality Homes - R39 Concept Plan

4.4.2 By-Law for Zone Amendment

Planner Van Amersfoort advised Council that for the purpose of this report, the Zoning By-law Amendment was divided into two sections: the zone changes required to facilitate the proposed Plan of Subdivision and the zone changes required to facilitate the proposed stacked townhouse development.

Planner Van Amersfoort noted that South Huron Comprehensive Zoning By-law does not have provisions for the type of development proposed by the applicant so the R3-9 zone is a site-specific zone. She recommended that Council hold the Public Meeting for the purpose of obtaining input from the public on the proposed amendments but defer making a decision at this time. She advised that a subsequent planning report will be provided with a formal recommendation at a future Council meeting.

4.5 Written Comments Received

4.5.1 Historic Saugeen Métis, Chris Hachey - Correspondence dated January 29, 2019

4.5.2 Huron County Catholic District School Board, Anne Marie Nicholson - Correspondence dated January 30, 2019

4.5.3 Canada Post, Frances Aparicio - Correspondence dated January 28, 2019

4.6 Comments-Council; Public in Attendance

6:23 p.m. Brandon Flewwelling, Senior Planner GSP Group Inc. introduced himself, Montana Wilson of MTE Consultants Inc. and John Minen, developer. Mr. Flewwelling advised that Phase 1 is the primary focus and presented a powerpoint presentation outlining details and scope of the proposed development. He outlined the requirements for a Class EA process.

Council had no comments at this time. Mayor Finch asked for comments from the public in attendance and gave a reminder to sign the public registries.

Lori Pozniak of 506 Andrew Street asked whether the proposed units will be purchased or are to be rentals. She further asked whether they would be geared to income housing included in the project.

Mr. Flewwelling answered that the units will be purchased and priced according to market conditions.

6:35 p.m. Charles Miner of 41 Simcoe Street advised that his property is adjacent to the proposed development and expressed concerns about the very tight property lines and whether there was enough room for public access into the project. He noted concerns with his loss of privacy, snow

removal difficulties because of the space issue and poor sightlines for vehicle entering and exiting the units.

Mr. Miner said that the property for the proposed development is higher than his and he is concerned with drainage issues if that property is made more impervious to water. He noted that the proposal looks at 1 1/2 parking spaces per unit and that most people have two cars which could create a spill over to adjacent properties.

Mr. Flewwelling advised that what has been provided is conceptual at this time and drainage will be taken into consideration. He said that when the detailed designs are complete they will be reviewed by the municipality and drainage will be a part of those detailed plans.

6:41 p.m. Vicki Gower of 95 Simcoe Street said that she has concerns about how three dwellings will fit in that area. She noted drainage concerns as there is a creek that has overflowed into her back yard. She also noted concerns that there is no greenspace for the dwellings in the proposed plan.

Montana Wilson of MTE Consultants Inc. provided a brief description of the proposed dry ponds and said that if there are storm events, excess water will go into ponds and slowly drain.

Ms. Gower expressed further concerns about setbacks and three dwellings fitting on the property. She noted that the area is currently used by neighbours as green space.

Mr. Flewwelling advised that in the applications, they have requested slightly smaller dwelling sizes than currently are permitted and are efficiently using the land. He noted that this is privately owned property and in an area of town where development is expected to occur.

Ms. Gower asked whether a fence between the development and neighbouring properties would be part of the plan. Mr. Flewwelling responded that the intent is to separate the area but that it is just discussion at this point.

6:46 p.m. Larry Markle the owner of 71 and 73 Simcoe has concerns about the entrance into the development and he says that Albert Street sits on his driveway. He is concerned about room for snow removal and sewers encroaching on his land.

Mr. Flewwelling answered that the road design will meet full requirements for a municipal road and that snow removal requirements will be met. The

proposed design has looked at sewers and water and noted that there is sufficient room and that the property has been recently surveyed. He said that if there is a concern, they will have extra stakes put in.

Mr. Markle expressed further concern about encroachment on his property for sidewalks. Mr. Flewwelling advised the developer Mr. Meinen was here and could speak directly as that is not part of this subdivision application.

John Meinen introduced himself as the developer for the proposed project and a builder from Stratford Ontario. He thanked the public for their concerns. He said that he has been in business since 1998 and has been a part of different Homebuilders Associations and has built in Mitchell and Bayfield. He advised that housing affordability is out of reach and one of the reasons is lack of housing supply. He invited anyone who has a concern with the proposed development to speak to him.

Motion: PL#004-2019
Moved: A. Neeb
Seconded: T. Oke

That South Huron Council receives the report from D. Van Amersfoort, Huron County Planner re: Plan of Subdivision 40T18002.

Disposition: Carried

Motion: PL#005-2019
Moved: J. Dietrich
Seconded: D. Faubert

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

Disposition: Carried

5. Close Public Meeting

Motion: PL#006-2019
Moved: A. Neeb
Seconded: T. Oke

That South Huron Council now closes this Public Meeting at 6:53 p.m. and reconvenes the Regular Council meeting.

Disposition: Carried

_____ _____

George Finch, Mayor Rebekah Msuya-Collison, Clerk

Corporation of the Municipality of South Huron

Minutes for the Budget Meeting

Monday, February 11, 2019, 10:00 a.m.
Olde Town Hall-Carling Room

Members Present:	George Finch, Mayor
	Jim Dietrich, Deputy Mayor
	Marissa Vaughan, Councillor - Ward 1
	Barb Willard, Councillor - Ward 2 – 4:13 p.m.
	Ted Oke - Councillor - Ward 3
Member Regrets:	Dianne Faubert, Councillor - Ward 1
	Aaron Neeb, Councillor - Ward 2
Staff Present:	Dan Best, Chief Administrative Officer/Deputy Clerk
	Sandy Becker, Director of Financial Services
	Don Giberson, Director of Operations and Infrastructure
	Scott Currie, Community Services Manager
	Dwayne McNab, Chief Building Official
	Angela Shipway, Manager of Financial Services
	Mark Elston, Public Works Manager
	Jeremy Becker, Emergency Services Manager/Fire Chief
	Shawn Young, Manager of Environmental Services
	Maggie McBride, Financial Services Coordinator
	Rebekah Msuya-Collison, Director of Legislative Services/Clerk

1. Meeting Called To Order

Mayor Finch called the Budget Meeting to order at 10:00 a.m.

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

Addition of Item 4.3.1 - Community Grants Ad-hoc Committee Report

Motion: 099-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council approves the Agenda as amended.

Disposition: Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

Mayor Finch declared a pecuniary interest.

3.1 William Street Sewage and Project

I own a property at 398 William Street.

4. Staff Reports

4.1 Budget Impacts and Priorities - Levy Funded Services - Presentation S. Becker, Director of Financial Services/Treasurer and A. Shipway, Manager of Financial Services

Director Becker presented Council with an update of changes since the reports were sent out and changes made at the January 14 meeting and outlined the strategy that was considered to maintain current levels. Director Becker confirmed that South Huron has not yet received information on OMPF funding at this time.

Chair Finch lead Council through a line by line review of the proposed Operating Budget. Council discussed the operating budget in detail.

Mayor Finch and Deputy Mayor Dietrich advised they would set up a meeting with Huron County Economic Development to get more information on County initiatives in South Huron.

Council directed a Committee of the Whole on delivery of service for By-Law enforcement, priority setting workshop, South Huron Cemeteries Overview and Perpetual Care.

Mayor Finch called a recess to 12:02 pm for lunch. The meeting reconvened at 12:48 p.m.

Director Giberson confirmed to Council that the proposed increases itemized in the Watson & Associate's Water/Wastewater Study are not included in the forecast.

Council discussed Development Charges and CAO Best advised that study is scheduled to proceed in 2020.

Motion: 100-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council approve the following amendments to the 2019 Operating Budget as follows:

1. **That the Recreation and Cultural Services Operating Budget be reduced by $133,704; and**
2. **That the Animal Control Operating budget be increased by $1,500 for the cat voucher pilot project program; and**
3. **That the Solid Waste Operating budget be increased by $18,548.**

Disposition: Carried

Motion: 101-2019
Moved: M. Vaughan
Seconded: T. Oke

That South Huron Council receives the report from S. Becker, Director of Financial Services/Treasurer and A. Shipway, Manager of Financial Services re: Budget Impacts and Priorities - Levy Funded Services

Disposition: Carried

4.2 2019 Budget Book - Presentation S. Becker, Director of Financial Services/Treasurer and A. Shipway, Manager of Financial Services

Mayor Finch led Council through the 2019 Capital Budget. Council discussed the scope of the Town Hall rehabilitation project and heritage considerations.

CAO Best advised that staff are currently preparing a master recreation plan and facility audit RFP that will be going out soon.

Mayor Finch called a recess at 3:00 p.m. Council reconvened at 3:15 p.m.

Director Becker confirmed that the Kirkton Hall parking lot is scheduled to be completed in 2019.

Mayor Finch declared a conflict on this item. (I own a property at 398 William Street.) He left the meeting at 3:30 p.m. and Deputy Mayor Dietrich took the chair for the discussion on Sanitary Sewer Services capital projects. Mayor Finch returned to the meeting at 3:35 p.m.

Motion: 102-2019
Moved: M. Vaughan
Seconded: J. Dietrich

That South Huron Council directs the following amendments to the 2019 Capital Budget:

1. That the Town Hall rehabilitation project scope be amended to defer the Bell Fry tower portion to the 2020 budget and to include railing costs to the replacement of the front steps; and

That a staff report be brought back for Council consideration outlining project details; and

2. That the community Hub /Recreation Centre project be removed from the 2019 capital budget and that the 2019 operating budget include a transfer to the Recreation capital replacement reserve in the amount of $125,000; and

3. That South Huron Council authorizes the borrowing of $218,510 from the Water capital replacement reserve as source of funding for 2019 sewer capital projects; and

That the internal borrowing is to be repaid using the Bank of Canada overnight rate applicable on date of budget adoption.

Amendment:
Motion: 103-2019
Moved: M. Vaughan
Seconded: J. Dietrich

That South Huron Council amend resolution #102-2019 by adding "within the term of Council" in item #3 of the resolution for repayment of the Water capital replacement reserve.

Disposition: Carried

Motion: 102-2019
Moved: M. Vaughan
Seconded: J. Dietrich

That South Huron Council directs the following amendments to the 2019 Capital Budget:

1. That the Town Hall rehabilitation project scope be amended to defer the Bell Fry tower portion to the 2020 budget and to include railing costs to the replacement of the front steps; and

That a staff report be brought back for Council consideration outlining project details; and

2. That the community Hub /Recreation Centre project be removed from the 2019 capital budget and that the 2019 operating budget include a transfer to the Recreation capital replacement reserve in the amount of $125,000; and

3. That South Huron Council authorizes the borrowing of $218,510 from the Water capital replacement reserve as source of funding for 2019 sewer capital projects; and

That the internal borrowing is to be repaid within the term of Council and using the Bank of Canada overnight rate applicable on date of budget adoption.

Disposition: Carried

Motion: 104-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council receives the report from S. Becker, Director of Financial Services/Treasurer and A. Shipway, Manager of Financial Services re: 2019 Budget.

Disposition: Carried

4.3 Community Grants

4.3.1 Community Grants Ad-hoc Committee Report - Community Grant Recommendations for 2019

Council discussed clarifying the wording for organizations that provide charitable receipts. Council clarified that this would apply to all municipal facilities.

Councillor Willard entered the meeting at 4:13 p.m.

Motion: 105-2019
Moved: T. Oke
Seconded: J. Dietrich

That the memo of the Community Grants Ad-hoc Committee be received; and

That South Huron Council approves the 2019 grant allocations as presented; and

That any Licensed Not-For-Profit or Charity in South Huron be exempt for payment of fees related to the rental of South Huron facilities for Special Events; and

That By-Law 34-2015 Schedule D be amended to reflect that any fees associated with the set-up of any Special Event that would require use of South Huron staff and resources would be subject to a fee based on a cost recovery basis; and

That the Committee be authorized to examine the Community Grants process and make a recommendation to South Huron Council no later than June 30, 2019.

Amendment:
Motion: 106-2019
Moved: T. Oke
Seconded: M. Vaughan

That South Huron Council amend resolution #105-2019 by removing "Licensed Not-For-Profit or Charity" from paragraph three and replacing with "Registered Charity".

Disposition: Carried

Motion: 105-2019
Moved: T. Oke
Seconded: J. Dietrich

That the memo of the Community Grants Ad-hoc Committee be received; and

That South Huron Council approves the 2019 grant allocations as presented; and

That any Registered Charity in South Huron be exempt for payment of fees related to the rental of South Huron facilities for Special Events; and

That By-Law 34-2015 Schedule D be amended to reflect that any fees associated with the set-up of any Special Event that would require use of South Huron staff and resources would be subject to a fee based on a cost recovery basis; and

That the Committee be authorized to examine the Community Grants process and make a recommendation to South Huron Council no later than June 30, 2019.

Disposition: Carried

Council directed the revised document be brought back for consideration at the budget meeting scheduled for February 20, 2019 at 5:00 p.m.

5. Adjournment

Motion: 107-2019
Moved: J. Dietrich
Seconded: T. Oke

That South Huron Council now hereby adjourns at 4:38 p.m.

Disposition: Carried

_____ _____

George Finch, Mayor Rebekah Msuya-Collison, Clerk

Levy/Tax Rate Impact

2018 Levy	8,328,451	
Assessment increase is 5.84%	486,182	
Assessment increase growth only 0.80%	66,916	
Estimated 2019 Levy	8,881,549	6.64%
Levy Amount required per Budget Estimates	9,059,727	
Amount Required to meet budget estimates as presented Dec 2018	**178,178**	2.1%
Tax Levy Increase		8.78%

Changes Made January 14, 2019 COW budget meeting

Include SH Chamber in community grants(Jan7.19 Council)	10,000
Update Building Services reserve transfer	3,948
Upper Thames Conservation Authority (estimate)	927
Update Ausable Bayfield Conservation Authority	(11,395)
Levy amount required to meet budget estimates	181,658

Updates made since reports sent out

CAO remuneration $26,000, plus $10,000 training (Jan 21.19 council)	36,000
Organization structure changes(grid movements, market.equity values)	87,000
Council Remuneration change (re 1/3 tax exemption)	14,980
Updated revenues from BW for Dashwood CC	(4,230)
Updated DC revenues for study	(11,000)
OCIF Funding - tspt project	(77,780)
Levy amount required to meet budget estimates	44,970

Changes Made February 2019

	0	
Levy Amount Required to meet budget estimates	226,628	2.7%

2019 Estimated Levy Amount	9,108,177		
2019 Levy Increase	9.36%	**Rural**	**Urban**
Annual Increase on $100,000 residential assessment		$ 12.91	$ 19.90
Annual Increase on $265,000 residential assessment (SH average)		$ 34.22	$ 52.74
Tax Rate Increase		2.27%	2.97%

1% on Levy equals	83,284

Community Grants Ad-hoc Committee Memo

Report To:	Mayor Finch and Members of South Huron Council
Meeting Date:	February 11, 2019
From:	Community Grants Ad-hoc Committee
Report:	CGC 01-2019
Subject:	Community Grant Recommendations for 2019

Recommendations:

That the memo of the Community Grants Committee be received; and

That South Huron Council approves the 2019 grant allocations as presented; and

That any licensed Not-For-Profit or Charity in South Huron be exempt for payment of fees related to the rental of South Huron facilities for Special Events; and

That By-law 34-2015 Schedule D be amended to reflect that any fees associated with the set-up of any Special Event that would requires use of South Huron staff and resources would be subject a fee based on a cost recovery basis; and

That the Committee be authorized to examine the Community Grants process and make a recommendation to South Huron Council no later than June 30, 2019.

Purpose:

Council Approval

Background and Information:

The Community Grants Ad-hoc Committee met on February 6, 2019 as per the direction of Council to assess and make recommendations respecting the 2019 Community Grants allocations.

The Committee assessed all of the requests before it with the assistance of staff. The Committee focused on the following key areas:

- Equity and fairness to community groups and agencies

- Upcoming initiatives such as the master recreation plan and service delivery review.
- How should licensed non-profit or charities in South Huron be treated?
- Defining funding vs. in-kind services
- Future of the program.

The results and recommendations are outlined in the Financial Implications Section.

Legal Implications:

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

Staffing Implications:

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

Financial Implications:

The financial implications as a result of the actions outlined in this report are as outlined in the Table Attached as Appendix A.

At this time the following Table provides a high level breakdown for Council

Cost Centre	Recommended Amount Grant	Recommended Amount In-kind
Grants	$12458	$11,356
Line Items	$32,620	
Future Uncommitted	$5000	
Total	**$50,078**	**$11,356**

Respectfully submitted,

Councillor Ted Oke
Councillor Diane Faubert
Councillor Barb Willard

Community Grants Ad-hoc Committee

Organization / Group	Project/Event	Total Project	Requested Amount	Recommended Amount	In-kind Amount	Notes
1st Exeter Scouting	Help fund registration, food and travel to the Pacific Coast Scout Jamboree - July 2019 on Vancouver Island	$ 40,000	$ 2,000	$ -	$ -	Not Recommended. Funding can be sought through Service Clubs
Alzheimer Society of Huron County	Promotion of the Minds in Motion program being offered in South Huron. Rentals fees, transportation costs, snack costs, and equipment costs related to running the Minds in Motion program.	$ 4,500	$ 3,400	$ -	$ 3,400.00	As outlined in the proposed report, licensed non-profits and charitable agencies would not be charged for rentals. Amount would be for rental space only
The Bach Festival of Canada	Offset costs of SHRC hall & arens for 3 components	$ 24,500	$ 6,500	$ 6,500.00	$ -	Recommended
Big Brothers Big Sisters of South Huron	Offset costs of SHRC hall rental, for spring Mom2Mom sale, fall Mom2Mom Sale and Christmas shopping event	$ 3,225	$ 1,356	$ -	$ 1,356.00	As outlined in the proposed report, licensed non-profits and charitable agencies would not be charged for rental of the facility. Anything outside of the rental could be charged on acost recovery basis such as staffing, cleanup etc.
Centralia-Huron Park Lions Club	Repairs to Centralia Ball Park. Upgrades to get lights working and restore field to play condition. Repairs to bleachers and storage box.	$ 20,000	$ 5,000	$ -	$ -	A determination of the facility would be linked to Master Rec Plan and Facility Audit. Also, previous direction from Council was to have the lights removed. All electrical has been removed. Just towers remain.
Conservation Dinner Committee	Offset costs of the rental of the SHRC for the 30th conservation Dinner to be held April 11, 2019.	$ 92,100	$ 1,300	$ -	$ 1,300.00	Further to previous Council meeting, this has been identified as a Municipally significant event and would fall into the same licensed non profit or charity framework for the CA. Other charges would apply
Exeter Lioness Club	Improvements at Victoria Park - Complete concrete around washroom, concrete to connect to public sidewalk, install drainage and water fountain connection	$ 14,290	$ 6,000	$ -	$ -	Prior approval of this project would need to be sought through Council and should be assessed as part of the Master Rec Plan and Facility Audit
Exeter Lions Club	Offset Operating costs of Youth Centre	$ 25,702	$ 5,000	$ -	$ -	This item could be negotiated through the development of an MOU and would not be part of the annual grant program
Exeter United Church - UCW	Offset costs of SHRC hall rental for fundraising meal for the United Church in Exeter on May 2, 2019	$ 2,500	$ 513	$ 513.00		Recommended
Jessica's House Governance and Operations Board	Offset costs of grounds rental for 2nd annual Jessica's House Music Weekend (July 5-7, 2019)	$ 89,499	$ 3,000	$ -	$ 3,000.00	If requested through the SH Hospital Foundation, proposed policy for licensed non-profit and charities would apply. Any further rrequests would be subject to cost recovery charges
South Huron Chamber of Commerce	Support core functioning of the Chamber		$ 10,000	$ -	$ -	This item should be treated as a line item not through grants and an MOU should be pursued
South Huron Community Choirs	Offset costs of SHRC hall rental for Fundraising Cabaret Concert spring of 2019	$ 3,550	$ 2,000	$ 2,000.00	$ -	The amount is tentaitve and subject to confirming the rental of the hall. Any other costs would be chargeable
South Huron Hospital Auxiliary	Offset costs of SHRC hall rental for spring and fall rummage sales in 2019	$ 3,696	$ 2,945	$ 2,945.00	$ -	The amount is tentaitve and subject to confirming the rental of the hall. Any other costs would be chargeable
South Huron Hospital Foundation	Offset costs of SHRC hall rental for annual Gala	$ 136,600	$ 2,300		$ 2,300.00	The amount is tentaitve and subject to confirming the rental of the hall. Any other costs would be chargeable
South Huron Winterfest Family Day	Offset costs towards insurance coverage for horse drawn sleigh rides and portable washrooms for the site.	$ 3,000	$ 500	$ 500.00	$ -	Recommeended
Thames Road Elimville Community Park	Funding to support the beautification and maintenance of community park	$ 4,265	$ 3,500	$ -	$ -	This item should be treated as a line item not through grants and an MOU should be pursued
TOTAL 2019 COMMUNITY GRANTS		**$ 467,427**	**$ 55,313**	**$ 12,458.00**	**$ 11,356.00**	
Exeter BIA				$ 14,120		Approved by Agreement - 1/3 Welcome Centre rent; Downtown Flower Plan, other in-kind services
Chamber of Commerce				$ 10,000		For consideration
Thames Road Elimville Community Park				$ 3,500		For Consideration
Exeter Lions Club				$ -		To Be Determined
In Year Grant Requests				$ 5,000		To accommodate unexpected in year requests
TOTAL LINE ALLOCATION				**$ 32,620**		

Corporation of the Municipality of South Huron

Committee of the Whole

Minutes

Wednesday, February 6, 2019, 6:00 p.m.
Olde Town Hall-Carling Room

Members Present:	George Finch, Chair
	Jim Dietrich, Member
	Dianne Faubert, Member
	Marissa Vaughan - Member
	Aaron Neeb, Member
	Barb Willard, Member
	Ted Oke - Member
Staff Present:	Dan Best, Chief Administrative Officer/Deputy Clerk
	Scott Currie, Community Services Manager
	Rachel Anstett, Administrative Assistant/Recording Secretary

1. Meeting Called to Order

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

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

Motion: CW#010-2019
Moved: A. Neeb
Seconded: J. Dietrich
That South Huron Committee of the Whole approves the Agenda as presented.

Disposition: Carried

3. Disclosure of Pecuniary Interest and the General Nature Thereof

None

4. Referred Business

4.1 To establish the scope of the recreation project so Council can provide the Committee with clear direction to move forward

Council discussed the recommendations from the Steering Committee and the Leisure Plan International study working draft, primary and secondary markets statistics. Council discussed the scope in detail including potential growth that could be taken into consideration, operating and debt financing, funding including grants and fundraising and affordability.

CAO Best at the request of Council provided information on the Fundraising Feasibility study that was proposed through the project description report. The next step was to complete a test on the market to identify stakeholders and who would provide money to fund the project.

Council discussed determining the scope of the project in detail. CAO Best advised that changes to the scope dynamically changes the direction that was provided to the Project Steering Committee.

Motion: CW#011-2019
Moved: J. Dietrich
Seconded: D. Faubert
That South Huron Committee of the Whole recommend to South Huron Council that the pool be removed from the scope of the project.

Disposition: Carried

Motion: CW#012-2019
Moved: T. Oke
Seconded: A. Neeb
That South Huron Committee of the Whole recommend to South Huron Council to add a second ice pad and a walking track to the scope of the recreation project.

Disposition: Defeated

CAO Best read the purpose from the terms of reference to the Committee.

The Committee discussed next steps.

Motion: CW#013-2019
Moved: T. Oke
Seconded: B. Willard

That South Huron Committee of the Whole recommend to South Huron Council that the fitness centre remain within the scope of the project.

Disposition: Carried.

Motion: CW#014-2019
Moved: T. Oke
Seconded: A. Neeb
That South Huron Committee of the Whole recommend to South Huron Council that the scope of amenities within the project include a single ice pad with option of a double pad, a walking track, community hub, gym and fitness centre.

Disposition: Carried.

5. Adjournment
Motion: CW#015-2019
Moved: J. Dietrich
Seconded: D. Faubert

That South Huron Committee of the Whole does now adjourn at 7:40 p.m.

Disposition: Carried

_____ _____

George Finch, Chair Dan Best, CAO/Deputy Clerk

Community Hub / Recreation Project Steering Committee

PRESENTATION TO COUNCIL

FEBRUARY 19TH 2019

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COMMUNITY AND RECREATION PROJECTS

Terms of Reference - PSC

- Project Steering Committee (PSC) struck by Council in October, 2017
- Established to advise Council, and Administration and Consultant/Project Management Team on specific matters as they pertain to the preparation and delivery of the South Huron Community Hub Recreation Centre Facility.
- **Purpose**: is to ensure that **ALL stakeholders in the community** along with members of council have their interests represented during the tenure of the consulting engagement, and that by playing this key role the **community will have a strong sense of ownership and support the development of the facility.**

Terms of Reference - PSC

Role: designed to provide neighbourhood and community stakeholders an opportunity to have their interests represented during the course of the study in a focused and multi-interested group structure. The Committee's input, along with broad public consultation, will enable a planning process that is **open, transparent and meaningful to the community.**

Project Greenlighted - Council Direction

November 20, 2017 Council Meeting

Motion: 486-2017

That the Municipality of South Huron Council commits to the construction of a Community Hub/Recreation Centre within the next five years; and **That the Municipality of South Huron commits an amount of $7.5 million to be debt financed for the project**; and That Council authorizes the CAO to proceed with the development of a Request for Proposal (RFP) for the provision of a Feasibility Study related to the Community Hub/Recreation Centre project;

Project Greenlighted – Council Direction

November 20, 2017 Council Meeting

Motion: 486-2017

and That council authorizes the CAO to initiate discussions with the YMCA to determine their level of interest and commitment for the Community Hub/Recreation project and follow up with a report to Council.

A Path Forward – Welcome + Orientation

- Feb 15th – Committee was updated via PowerPoint presentation on Project Status and advocacy work to date:
  - **Minimally a single pad arena** (option of a double pad)
    - Capital Cost Estimate **$11,059.389**
  - **Community Hub to be defined** (we received a RED Grant to consult community and key stakeholders to define this element of the project) based on community demographics, need and design.
  - **Indoor Aquatics Facility**
  - The new facility will include energy conservation measures such as high efficiency rink lighting and heat recovery system for the ice plant.

Work Plan – PSD Mission / Vision

- March 2018 Project Steering Committee (PSC) Draft Mission / Vision / Values:
  - **Mission**: To ensure that the overall interests of our South Huron community is represented in the panning, develop and implementation of the community Hub / Recreation Centre through engagement, sustainable design and fiscal responsibility.
  - **Vision**: South Huron celebrates a Green Community Hub / Recreation Facility that is reflective of the dynamics of our Community and Promotes a high quality of life within the pillars of recreation, health and well-being; sustainability and accessibility for all.

Work Plan – PSD Values

Project Steering Committee (PSC) Values:

- **Respect**: a Committee that values people, diversity, and celebrates inclusiveness for all South Huron residents.
- **Community Based**: a Committee where actions/recommendations are made with the interests of the overall Community of "South Huron are considered.
- **Sustainable**: planning, design and implementation is undertaken to be reflective of best practices for green energy.
- **Fiscal Responsibility:** Actions / Recommendations are thoughtful, made by balancing Community need with an eye towards long-term viability.
- **Collaborative:** A Committee where we work together towards common goals for the greater good of the Community.

Work Plan – YMCA Engaged

- Feb 20th – *YMCA Community Development Services* engaged to advise PSC on Gap Analysis, Market Study, Operating pro-forma.
- **Fee $19,250.00 + hst**

Work Plan – LeisurePLan Engaged

- June 4, Council authorizes *LeisurePlan International* be engaged to conduct market study.
  - **Fee - $34,600 + hst**
- July – August, PSC toured ten recreation facilities in the region.
- August, YMCA conducts two seniors focus groups to collect input on project.
- October, PSC receives market study from LeisurePlan.

Work Plan – Campaign Coaches Engaged

- November – December, YMCA holds three recreation stakeholder focus groups.

- December, Council Authorizes *Campaign Coaches Inc.* be engaged to conduct Fundraising Feasibility Study.
  - **Fee $30,000 + hst**

- January 2019, PSC receives Focus Group Report and preliminary pro-forma design from YMCA.

Project Steering Committee Site Tours

Municipal Operations

- North Huron Westcast Community Center, Wingham
- Steve Kerr Memorial Complex, Listowel
- Wilmot Recreation Complex, Baden
- Pyramid Center, Town of St. Marys
- Thames Centre Recreation Complex, Dorchester

YMCA Operations

- Maitland Recreation Centre, Goderich
- Central Huron YMCA, Clinton
- North Middlessex YMCA, Parkhill
- Middlesex Centre Wellness and Recreation Complex, Komoka
- Stoney Creek YMCA, North London

LeisurePlan Market Study Results

- The research identified a significant level of interest in participation at the proposed facility on a **membership basis.**
- The total number of adult and family memberships at the proposed multi-purpose community recreation centre, among adults 20-64 years of age in the Market Area, based on the findings of market research may be in the **order of magnitude of between 970 to 1,655 memberships.**
  - **Of the majority of respondents very likely to purchase an adult membership at $54 Monthly, 74% rated the provision of an indoor pool as 5 on a scale of 1-5.**

LeisurePlan Market Study Results

- The findings of the research identified the following as key components for the centre:
  - An indoor pool
  - An indoor track
  - A fitness conditioning centre
  - A facility to support group exercise classes.

YMCA Participation Model / LeisurePlan

- The YMCA has performed its own Participation Model as a means of comparison and **validation of the model** proposed by LeisurePlan. components for the centre:

	2016 Census Data - South Huron	Total Fitness Market Size	Market Share		
Age		**33%**	**20%**	**30%**	**40%**
0 to 14	1530	505	101	151	202
15 to 64	5905	1949	390	585	779
65 plus	2660	878	176	263	351
Totals	**10095**	**3331**	**666**	**999**	**1333**

Membership Category	Market Segment	Low Market Share	High Market Share
Adult	Primary	450	640
	Secondary	135	290
Family	Primary	360	550
	Secondary	25	175
Totals		**971**	**1,655**

YMCA Facility Models – Space Program

- The following potential space programs take into account the expressed desired facility amenities and the number of potential members identified. Two models are detailed, one with an aquatic centre and one without an aquatic centre.

Facility Amenity	Facility A	Facility B
Aquatic Centre	6000 square feet	
Aquatic Mechanicals/Filter Room	1000 square feet	
Gymnasium	4200 square feet	4200 Square Feet
Fitness/Conditioning Centre	5000 square feet	5000 Square Feet
Changerooms	2000 square feet	2000 square feet
Meeting/Activity Room	700 square feet	700 square feet
Equipment/Storage	500 square feet	500 square feet

Sundry/Circulation Mark-up 10%	1940 square feet	1240 square feet
TOTAL FACILITY SIZE	**21,340 square feet**	**13,640 square feet**

POSSIBLE

YMCA Construction Projections

- Recent recreation facility builds across Southwestern Ontario have experienced a cost per square foot between $300 and $350 with those facilities with aquatic centres realizing a square footage rate at the high end of that scale.

	$300/square foot	$350/square foot
Facility A – 21,340 square feet	$6,402,000	$7,469,000
Facility B – 13,640 square feet	$4,092,000	$4,774,000

YMCA Construction Cost Differential

- Facility A Capital cost at $350/square foot = $7,469,000
- Facility B Capital cost at $350/square foot = $4,774,000
- Capital Cost Difference to include pool = **$2,695,000**

YMCA Operating Pro-Forma

Preliminary Operating Pro-Forma		Facility A – Aquatic Centre	Facility B – No Aquatic Centre
	Members	**971**	**826**
Revenue	Membership	$ 326,256	$ 277,536
	Course Fees/Day Pass	$ 36,000	$ 14,660
	Summer Day Camp	$ 8,020	$ 8,020
	Summer Job Grants	$ 2,340	$ 2,350
Total Revenue		$ 372,616	$ 302,566
Expense	Compensation	$ 512,367	$ 226,607
	Other Expenses	$ 137,549	$ 102,549
Total Expense		$ 649,916	$ 329,156
Net before Allocations		$ (277,300)	$ (26,590)
YMCA Shared Services Allocation		$ 75,000	$ 75,000
Annual Municipal Support of Recreation		$ (352,300)	$ (101,590)

YMCA Operating Cost Differential

- Facility A with Aquatic Centre = ($352,300)
- Facility B without Aquatic Centre = ($101,590)
- Cost Difference to operate Facility A with Pool = **($250,710)**

Community Participation

Recommendations prepared by the Project Steering Committee are reflective of significant resident feedback garnered through the efforts of project consultants; the YMCA and Leisureplan International.

▪Seniors Focus Groups	71 residents
▪Market Research	254 residents
▪User Groups	21 groups representing service to 3196 residents

Community Participation

This most recent resident and group input builds upon **interest in new or enhanced recreational facilities** dating back to 2004; including significant resident input provided in the creation of the Community Services Master Plan in 2009 and a public survey conducted by SH RALLY in 2012 with 992 survey respondents.

The Ask: complete the investigation

Based on the Values of Engagement, Sustainable Design and Fiscal Responsibility the PSC have the following recommendations:

- PSC has recommended that the current site of the South Huron Rec Centre be considered for the site of a new facility.
- PSC has recommended that new Council reaffirm $7.5 Million support for the project.
- PSC has recommended the Fundraising Feasibility Study led by Campaign Coaches proceed as planned.

Make an Informed Decision - References

YMCA References:

- Community Hub & Recreation Project – Previous Activity & Data Analysis, April 10, 2018
- Seniors Focus Group Feedback and Analysis, September 6, 2018
- Preliminary Capital and Operating Projections, October 18, 2018
- User Group Focus Group Report and Written Submissions, January 22, 2019

Make an Informed Decision - References

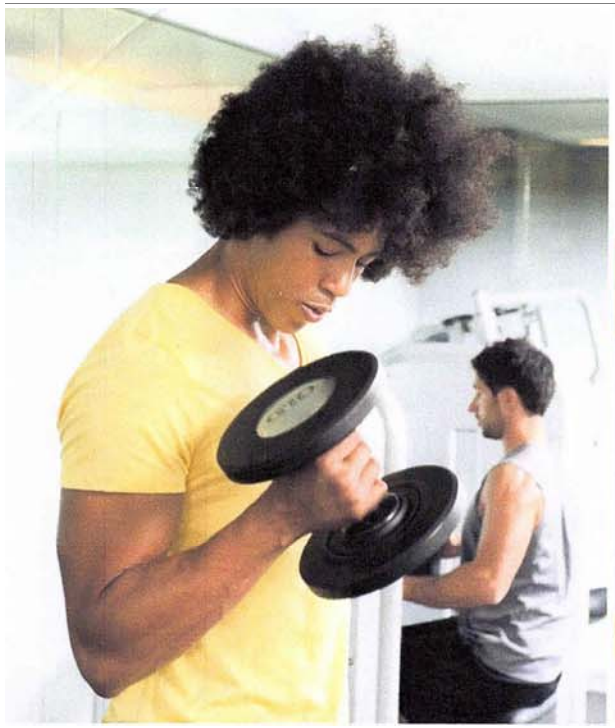
LeisurePlan International Inc. References:

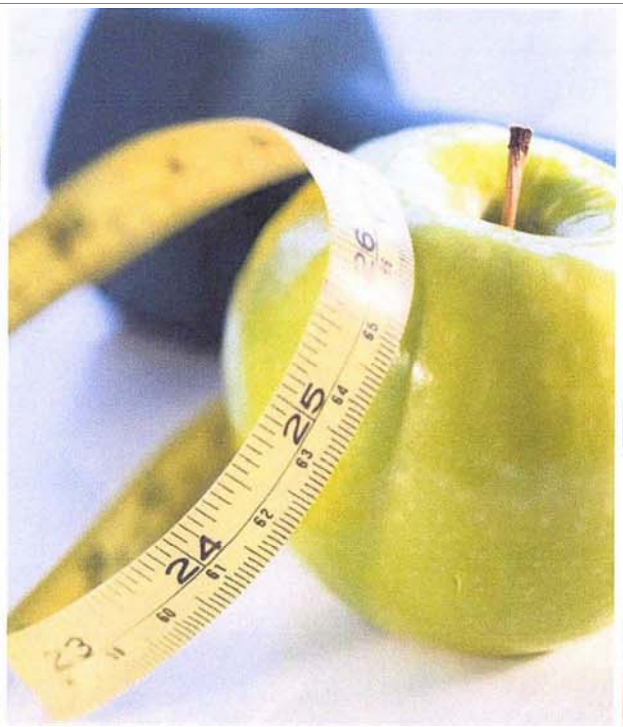
- South Huron Market Research Final report, October 2018
- South Huron Market Research Final Report Summary, October 2018

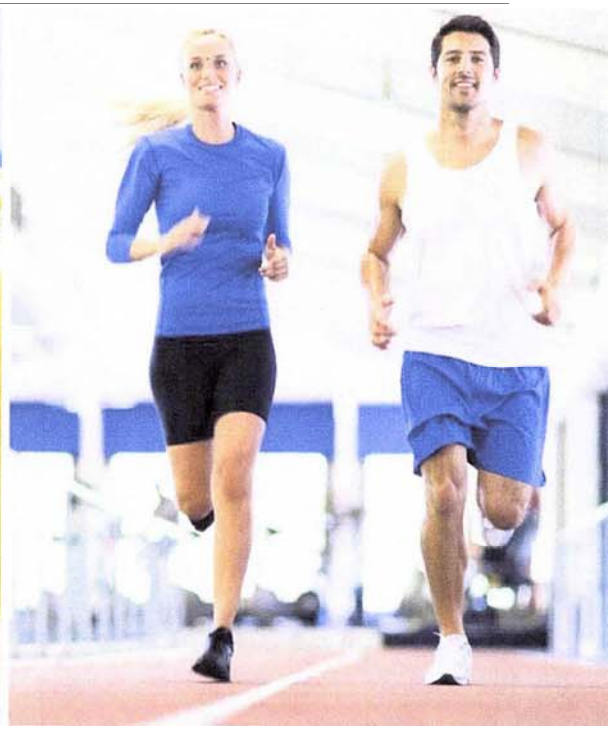
Campaign Coaches References:

- DRAFT Project Description, January 2019

Thank you







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COMMUNITY AND RECREATION PROJECTS

Municipality of South Huron
Community Hub / Recreation Centre

Project Description January 2019

The need to enhance the quality of recreation facilities and community well-being was first identified in the **Community Services Master Plan** of 2009 and further acknowledged as priorities in the Municipality's **Corporate Strategic Plan**, 2015-2019.

In 2017 Council appointed a Community Hub/Recreation Centre Steering Committee to engage the community and gather insights and opinions regarding the recreation needs of South Huron. By conducting resident and professional consultations and studies the Steering Committee will ensure a plan going forward responds to the needs of the community today and for the future. The current recreation facilities are at the end of their lifespan and in need of capital investment. Increased capital maintenance costs as a result of aging recreation facilities, combined with a projected twenty-one per cent increase in population, (16,700) by the year 2031, suggest now is the time to build a new Community Centre and Arena.

A new Community Hub/Recreation Centre is all about building a facility that is the right size and reflects the community's interest. The new facility is an investment that will attract new residents and businesses, improving the long-term sustainability of South Huron.

Strategically located in the Town of Exeter, on the site of the current Recreation Centre, the proposed new Community Hub/Recreation Centre will feature the following membership-based components:

- A indoor pool
- A multi-purpose gymnasium and fitness centre
- An indoor walking/running track
- Community meeting rooms

And a:

- Single Pad Arena (85' x 200') with option for 2nd pad

draft

The proposed 61,500 square foot multi-purpose facility will become a hub of community activity promoting healthy active lifestyles where residents, families and neighbours can gather and interact.

Financial Impact

The funding formula for the new Community Hub/Recreation Centre will be comprised of a Municipal commitment, debentures or conventional financing and a community capital campaign. The Municipality is committed to having minimal impact on the overall taxpayer and will extensively explore and respond to all available provincial and federal funding opportunities, to further offset the construction costs.

The total cost of the new recreation facility is projected to be $19 million.

Proposed Component Cost

Community Hub Components	$7.5 million
Indoor Pool	
Gymnasium Fitness Centre	
Meeting Room Common Space	
Arena	$11.5 million
Total Cost	$19 million

Proposed Sources of Funding

Municipality of South Huron	$7.5 million
Federal/Provincial Funding and Conventional Financing	$4.5 million
Community Capital Campaign	$7 million
Total Cost	$19 million

Proposed Timeline

Fundraising Feasibility Study	Feb. 2019
Community Fundraising Campaign Begins	Fall 2019
Construction Start	2020
Occupancy	2021

Through the successful completion of the community capital campaign, South Huron will have an outstanding new Community Hub/Recreation Centre where residents of all ages will gather, learn and play with their family and neighbours, for generations to come. A new multi-use recreation facility will have something for everyone and further advance the community as family-oriented and a desirable place to live, work and do business.

draft

YMCAs of Southwestern Ontario

Association Services
49 Finch Drive, Unit 7A
Sarnia, ON N7S 5C6
519-336-9622
www.ymcaswo.ca

January 22, 2019

REPORT

TO: Community Hub/Recreation Project Steering Advisory Committee

FROM: Sean Dillon, Senior Manager Business Development

RE: User Group Focus Group Sessions – Feedback and Analysis

Background
As part of its contracted scope of work, for Community Development Services, the YMCA conducted User Group Focus Group sessions to gather input on the proposed Community Hub/Recreation Centre. Three sessions were held with attendees representing Service Clubs, Social Service Agencies, Aquatic User Groups, Arts and Culture Groups, Field Sports, Sports/Recreation, and Ice User Groups. In all 21 User Groups, represented by 27 individuals, participated in the process. Some groups provided written submissions and those are appended to this report.
A summary of key feedback of each individual focus group follows with combined results and conclusions at the end of the report.

Aquatics Focus Group
The focus group was attended by members of the South Huron Canadian Mental Health Association (CMHA) and the Kirkton Pool Committee with the Mayor Elect also sitting in on the session.

Organizational Profile:
CMHA serves 138 clients in Exeter of all ages. The average age if its clients is 48 however; they report a growing demand for service for youth. 98% of CMHA's clients receive some program support or subsidy, primarily through government and social assistance funding.

The Kirkton pool is a multi-municipality partnership (South Huron and Perth South) that is managed by a committee of volunteers who manage and program this summer pool. No hard enrolment/participation numbers were available however; the representative anecdotally reported the pools runs at 80% of its capacity and estimates 340 children participate in lessons, 3000 public swim participations, 136 Day Camp enrollees, and a staff of 8. The pool serves all age groups and estimates its average user is 40 years old. Kirkton also reports a large catchment area with participants travelling from Exeter and Lucan.

Pool Usage:
The CMHA runs programs throughout the region and accesses recreational pool space for its clients in Exeter, Vanastra, Goderich and Kirkton. The CMHA indicates a continued and growing interest in pool access for recreational and

therapeutic purpose for its clients and supports an aquatic component within the Community Hub/Recreation Centre model.

Kirkton pool runs in the months of July and August and offers a full range of lessons, water aerobics, and recreational swimming.

The group also identified current Vanastra Pool usage by the local Exeter high school phys-ed program and swim team. Additionally; the One Care program was identified as a casual user of recreational pool space for its clients.

Desired Community Hub/Recreation Centre Amenities/Programs:

CMHA
- -recreation focused pool and hot tub
- -walking track
- -accessible Fitness Centre
- -shared meeting rooms/offices
- -community Kitchen

Kirkton
- -expressed concern with the cost of aquatic centre operation
- -expressed concern for transportation needs of those external to Exeter
- -walking track
- -shared meeting rooms
- -kitchen
- -Gymnasium/Multi-purpose space

Support of the Community Hub/Recreation Centre project:

Neither group is capable of supporting a capital campaign but CMHA staff indicated a willingness to personally donate. CMHA indicated an interest in renting space and accessing programs on a fee for service basis. CMHA would further be willing to partner on the provision or facilitation of programming within the proposed centre.
The representative from Kirkton Pool indicated general support for recreation programs and facilities but is not supportive of including an aquatic centre within that model.

Social Service Agencies, Service Clubs, Arts, Culture and Community Groups Focus Group

This Focus Group saw participation from 12 different groups:

Exeter Food Bank	Alzheimer's Society	Community Theatre
South Huron Optimists Club	MS Society	South Huron Cultural Collective
Centralia/Huron Park Lions Club	Communities in Bloom	South Huron Band
Huron Arts and Heritage Network	Huron County Library	
Ausable Bayfield Conservation Authority		

Organizational Profiles:

While most organizations expressed service to all age groups the average age of each organization's volunteers, staff, and participants was 50 years old. All identified aging demographics, increasing need, and aging/burnout of volunteers as key challenges to their organizations. Local service clubs reported steady or growing membership; bucking the

national trend of service club decline. The availability of shared or dedicated space was also identified as a key challenge for many of the organizations represented. The following group sizes were reported:

Exeter Food Bank	300	Alzheimer's Society	400
Community Theatre	150	South Huron Optimists	25
MS Society	150	Cultural Collective	375
Centralia Lions Club	32	Communities in Bloom	20
South Huron Band	22	Huron Arts & Heritage Network	8

It is worth noting that was a lot of overlap of representation (persons representing or belonging to multiple organizations) pointing to an interconnected local network of organizations and partners.

Desired Community Hub/Recreation Centre Amenities/Programs:

Meeting Rooms of varying sizes with full A/V capabilities	6
Community Hall	4
Kitchen	3
Bar	3
Connection to the outdoors	3
Fitness Centre	2
Green Build and Operating Centre	2
Walking Track	2
Multi-purpose space	2
Music Practice/Recording Space	2
Accessible design (physical, gender, breast feeding consideration)	2
Café	2
Ice Rink	2
Dog Park	2
Surrounding Park space	2
Storage	2
Gymnasium	1
Business Centre	1
Tuck Shop	1
Wifi Enabled building	1
Performance Hall	1
Farmer's Market	1
Museum/Archive space	1
Sports Fields	1
Aquatic Centre	1

Support of the Community Hub/Recreation Centre project:

Service Clubs indicated they would be high likely to support a capital fund-raising campaign however; also reported existing fund-raising commitments. Additionally; they expressed an interest in providing ongoing operational support.

The remaining organizations reported a moderate interest in the rental of space within a Community Hub element of the proposed project. Many spoke to accessing meeting rooms and the potential of shared office space. The costs of space rental was identified as a concern. Most organizations are highly price sensitive and requested a community group rate or a no-charge rate be considered.
Modest interest and support for program and service partnerships was expressed by several of the groups.

Ice, Field, and Recreational Sports Groups Focus Group

This focus group saw participation from 6 groups:

Seniors 55+ Pickleball	Senior Pickup Hockey	South Huron Minor Hockey
South Huron Youth Soccer	ESC Figure Skating	Adult Soccer

Organizational Profiles:

	Participants	Volunteers	Ages Served	Gender
Seniors 55+ Pickleball	65	4	55+	60% female
Senior Pickup Hockey	15	1	55 – 65	100% male
South Huron Minor Hockey	420	125	3 – 18	60% male
South Huron Youth Soccer	300	8	4 – 18	60% male
ESC Figure Skating	200	?	3 – 18	80% female
Adult Soccer	100	10	15 – 65	80% male

	Participant Fee	Subsidy	Program Hours	Cost of Rent
Seniors 55+ Pickleball	$20/yr & $2/session	Municipal Rent	6 hours/wk	$2/person
Senior Pickup Hockey	$11/game	None	1 hour/wk	$153/hr
South Huron Minor Hockey	$500 - $550	RASP Jumpstart	50-55 hours/wk	$270,000/yr
South Huron Youth Soccer	$55 - $100	RASP Jumpstart	15 hours/wk	$17.50/per
ESC Figure Skating	$350 - $520	?	?	?
Adult Soccer	$190 - $300	None	3 hours/wk	$47.50/per

It is worth noting that the information gathered from ESC Figure Skating was provided by a participant/volunteer in the organization who is not a member of the club executive and was therefore not privy to some of the data requested.

All organizations reported their ability to serve more people, and many presented hard statistics on year over year service growth, was limited by the facilities available. Pickleball, experiencing 25% annual participant growth, is limited by the 3 courts available within the South Huron Recreation Centre. Nationally Pickleball is amongst the fastest growing sports. The Senior Pickup Hockey group reported the size and condition of arena changerooms were limiting their growth however; they indicated they have current excess program capacity. South Huron Minor Hockey indicated the availability of ice time, size and condition of changerooms, and the lack of a dual pad arena were limiting their growth. They indicated that the number of ice pads currently available is appropriate but the fact they are not under one roof is the greatest challenge to the club. They support the creation of a dual pad arena and the potential decommissioning of ice surfaces outside of Exeter. Nationally hockey registration has declined by 200,000 participants over the last 5 years as reported by Hockey Canada however; South Huron Minor Hockey has bucked that trend and seen its enrolment

increase from 370 in 2016 to 420 in 2018 and is projecting 500 enrolments by 2024. South Huron Youth Soccer are at 100% capacity and could grow if more fields were available. All groups reported good financial health.

Desired Community Hub/Recreation Centre Amenities/Programs:

Walking Track	4
Gymnasium	4
Meeting Rooms	2
Dual Pad Arena	2
Fitness Centre	2
Soccer Fields	2
Field House	2
Seniors Space	1
Community Hall	1
Library	1
Proximity to Exeter Schools	1

Support of the Community Hub/Recreation Centre project:
All participating organizations expressed support for the Community Hub/Recreation Centre project with all willing to pay rent for ongoing use of space within the proposed facility. The mandate of each group prevents them from contributing to a capital fund-raising campaign except for South Huron Minor Hockey who would be willing to make a capital contribution in exchange for a dedicated office space.

Conclusions

1. There appears to be significant interconnection of community groups and clubs and a strong local culture of volunteerism and community service. This bodes well for the recruitment of capital campaign and Centre program volunteers however; the universal concern of aging volunteers may be a longer term challenge for any eventual operation.
2. The Aquatic Focus Group was the least attended session and the creation of an aquatic centre amongst the least cited desired facility amenities. Given the lack of year-round aquatic facilities within the community this is not surprising however; numerous respondents cited a lack of support for the creation of aquatic facilities and such should be a caution in considering a final capital model for the proposed facility.
3. The number of lifeguard certification candidates participating in programming at Kirkton Pool is low. An examination of similar numbers within the Exeter outdoor pool should be conducted. Concern exists that the community may not have a sufficient supply of qualified lifeguards to staff a year-round aquatic facility. Such lack of qualified aquatic staff has been noted in numerous other smaller communities in the Southwest Ontario region.
4. A great many of the participants expressed interest in shared space or meeting room access within a new facility. There exists an opportunity to flush out a more detailed model of the Hub portion of the building that may see multiple organizations utilizing meeting rooms and shared office space on a reoccurring schedule.
5. A majority of respondents expressed interest in renting space within the facility providing a significant revenue stream to consider in the eventual operating model.

6. Current ice, field, and recreation sport groups growth is constrained by the available facilities within the community. Minor Hockey identified growth potential is limited by the lack of a dual pad arena. The rent received of $270,000 a year from Minor Hockey could increase should the groups enrollment be supported by the deployment of better facilities. In unison with the Municipalities examination of capital assets it is recommended that a dual pad arena be considered and that such new dual pad may displace existing aged facilities throughout the entire community.
7. Capital Campaign support, with a few noted exceptions, is weak among these groups largely due to the constraints of their mandates.
8. Service Club support and intention to participate in capital fund-raising is very strong.
9. Multiple respondents expressed desires for a facility that includes outdoor elements such as parkland, sports fields and a general connection to the outdoors.
10. The top cited desired amenities for new facilities includes:

Meeting Rooms	10
Walking Track	8
Gymnasium	6
Fitness Centre	5
Community Kitchen	5
Community Hall	5
Ice Rink(s)	4
Multi-purpose Space	3
Bar	3
Sports Fields	3

Sean Dillon

From: Scott Currie <scurrie@southhuron.ca>
Sent: November-27-18 1:05 PM
To: Sean Dillon
Subject: FYI: Court Sports Admin Group input - Athletic Indoor Courts

From: Lindsay Groot [mailto:lindsay.muller.13@gmail.com]
Sent: Monday, November 26, 2018 3:45 PM
To: Scott Currie <scurrie@southhuron.ca>
Subject: Athletic Indoor Courts

Hello,

I just wanted to express the need for more access to appropriate courts in South Huron.

There is such limited access to the high school gyms and the current rec centre in Exeter was not built to suit court games such as volleyball, soccer or basketball.

Using public schools is completely inadequate for adult sport and most other appropriate facilities outside South Huron are regularly booked (ex. Lucan).

Please take note of building a large court for a future project. ((sadly the Huron Park centre was torn down years ago and served as a phenomenal building for indoor soccer, ball hockey, volleyball. basketball, etc... As a child watching my parents play there, I couldn't wait until I was able too and now never have.)

Thanks

--
Lindsay Groot *BSN, BASc.*
Advocacy Coordinator, YPAHD (Young People Affected by Huntington Disease)
Exeter for Huntington Disease: Hike of Heroes Coordinator

Hike of Heroes: June 1, 2019 MacNaughton Park Pavillion, Exeter, Ontario

Huntington disease (HD) is a debilitating brain disorder that is fatal and incurable.

HD causes cells in specific parts of the brain to die. As the disease progresses, a person with Huntington disease becomes less able to manage movements, recall events, make decisions and control emotions. Many describe the symptoms of HD as having ALS, Parkinson's and Alzheimer's – simultaneously.

About one in every 7,000 Canadians has HD and approximately one in every 5,500 is at-risk of developing the disease. Many more are touched by HD whether as a caregiver, a family member, or a friend.

The **Huntington Society of Canada (HSC)** is a respected leader in the worldwide effort to end Huntington disease. HSC is the only Canadian health charity dedicated to providing help and hope for families dealing with Huntington disease across Canada.

"You must be the change you wish to see in the world" - Mohatma Gandhi

In advance of each session, the YMCA is asking participants to come prepared with the following information.

1) Demographic profile of your organization's participants

- **Ages/genders served**
  CMHA provides services for individuals from 16 years of age to 99, 2 of our eldest clients are in mid-80"s and still very active physically
  Both women and men receive services

- **Residency of participants**

The Majority of the individuals we support live independently in the Exeter and surrounding areas (Hensall, Huron Park, and Zurich)
Some individuals live in shared homes throughout Exeter, as well as some living Community Homes for Opportunity in Exeter

- **Financial aid/fee subsidy provided and the percentage of your participants requiring such**

  Many individuals supported by CMHA Middlesex Exeter site receive some sort of financial aid(ODSP, OW, CPP Disability) placing them under the poverty line, some also work gainfully in the community but still face financial difficulties.

  CMHA Middlesex is a not for profit organization that is funded by the South West LHIN and Ministry of Health and long term care. Individuals supported pay no fees to receive services.

- **Number of volunteers engaged in your organization and desired skill sets of volunteers**

  CMHA Middlesex Exeter Site has 3 volunteers at this time. Volunteers help in our day centre with activities, events and helping prepare the free lunch offered each day at no cost.
  Volunteers at CMHA are interested in giving back to the community and enjoy working in a group and socializing with individuals , a lot of times they have an interest in community mental health. The amount of time a volunteer is able to provide is totally up to them, some will come a few days per week or once per month depending on availability and need of organization.
  Volunteers are required to have CPIC's and are provided with orientation and training

2) Profile of programs/services

- **Hours of programming offered per week**

The CMHA Centre is open Monday through Friday 8:30am-3:00pm (Except Thursday centre closes at 2pm)
Office is open Monday to Friday from 8:30-4: 00 where staff are available by phone and appointment.
Mental Health workers go into the community to see individuals in homes, work, or places identified by individual served, as well as at CMHA Exeter Centre

Relief staff do work on weekends supporting individuals that live in 1 of the 4 shared homes located in Exeter. Usually 10-2 Saturday and Sundays

- **Program fees**
  Whenever possible no fee for events and activities (community outings, swimming in St. Mary's, fitness programs/activities etc.) If a fee is required CMHA Exeter covers over half the fee making it as affordable as possible for people)

- **Current facility rental fees paid**
  CMHA Middlesex owns the building where are offices, and day center are located
  If need a location else where we look for places that have no fee attached (churches, library, Hanson's upstairs)

- **Venues utilized to deliver your services**
  Most programming and services offered at our location 149 B Thames Rd. West Exeter. Community outing and programs take place at churches, Pyramid centre in St. Mary's, local restaurants, library, Food bank Distribution centre, Exeter Food Bank

- **Number of program streams/teams/divisions operated locally**
  CMHA Exeter offers **Case Management**(Assisting individuals with activities of daily living, support with other services and professionals, other goals on their road to recovery)**Community Wellness**(Recreation, community integration, life skills training), **Employment Services** (job skills, assistance linking to community resources to aid in building employment skills) **Day Centre** where individuals can come socialize see workers, get a free lunch, build life skills through activities offered on daily basis, and a place they can go to decrease isolation

- **Current enrolment capacity (e.g., 120 registered with space for 150)**

  Each day our Centre attendance is anywhere from 20-30 people receiving lunch, Current enrollment is 130 - 140 -

3) **Current and future operating model**
   At CMHA we meet individuals where they are at not only geographically but as well where they are on their road to recovery. We believe in services that wrap around the individual, that are driven by the individual at their pace and following their direction.

We are a voluntary program that operates treating individuals with dignity and equity to help make their journey successful.

- **Financial health of your organization (accrued deficits, funders, financial reserves)**

  Our organization is funded by the South West LHIN and the ministry of Health and Long Term Care. Funding is based on government of the day.

- **Current/future challenges**
  Transportation is a large barrier for individuals we support; Disposable income to take part in meaningful day time activities in their community; knowledge of what resources, activities and recreational opportunities are available; Stigma of mental illness-internally and projected socially

- **5 year enrolment projections**
  In the past few years we have been seeing an increase in service enrolment with a younger demographic accessing services, its projected that more individuals will keep accessing services as more education is gained and stigma is weakened.

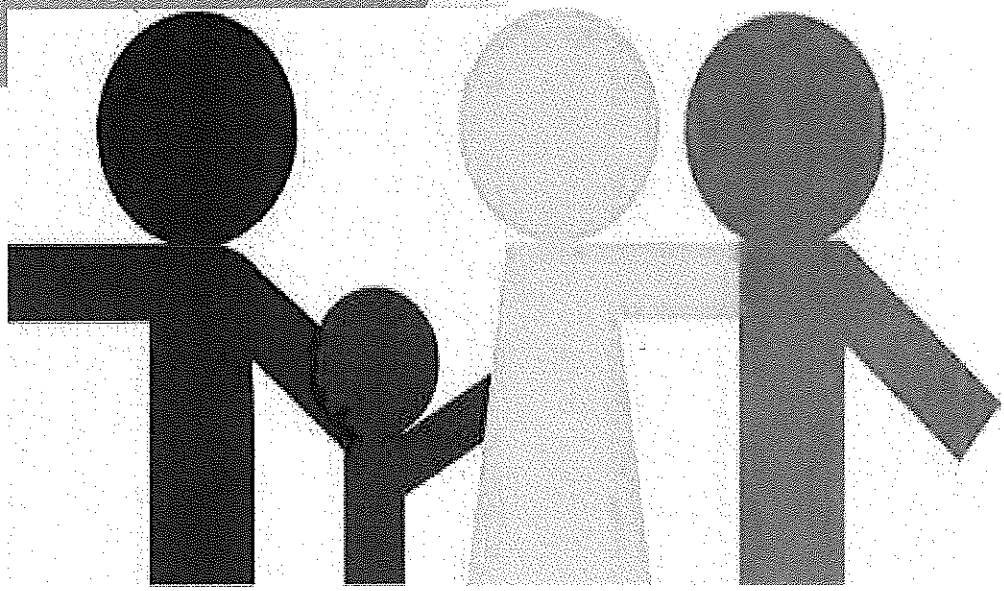
- **Projected future facility, programming, and administrative needs**
  Our community Wellness program would base programing around what was offered at the new facility, promoting community integration by using what is available in Exeter nurturing natural supports and ease of use for individuals served.
  Case Managers would be able to utilize space in facility for meetings with individuals, families and other service providers.
  It would helpful if there were flexible hours offered at an affordable price or subsidies for individuals and families in need.

- **Desired amenities of any new or enhanced recreation facilities**
  As research shows that increased physical fitness and health is linked to positive mental wellness we would like to see more accessible options for exercise for all persons' regardless fitness level, age and financial situations.
  Swimming is a large part of programming and is an activity that most can participate in so an indoor swimming pool would be something that we as an agency as well as individual we support would utilize often.
  A walking track would be a wonderful addition also we utilize the trails when weather permits for our weekly "Mood Walks" program but have nowhere to go in bad weather other than driving to Clinton to use their free walking track.
  Meeting space or space to run a small group (6-10 people) would be an asset for bringing life skills groups into the community promoting community integration, and making services more desirable for individuals that feel uncomfortable coming to the Centre due to anxiety, and fear of the unknown

Exeter Community Food Bank

Email: exeterfoodbank1@gmail.com
Phone: 519-860-4104
Address: 249 Andrew Street, Exeter, ON

"Feeding Families, Feeding Hope"



Our Mission

The Exeter Community Food Bank is a Christian non-profit organization committed to providing:

- Food assistance, with comfort and support, to community members in need
- Connections and relationships to facilitate access to other services and resources
- Empowered engagement of our community with the issues and circumstances of poverty

Demographics

- **Ages/genders served:**
  - All ages and genders are served
  - Our most recent Stats from October 2018 show the following:
    - Total Families: 107
    - Children: 121
    - Seniors: 16
    - Adults: 177
    - Total Served: 314
    - New: 5
    - Top Ups: 1
- **Residency of participants:**
  - Participants are from the South Huron and surrounding areas. We service clients from various communities such as Exeter, Huron Park, Centralia, Crediton, Hensall, Lucan, Corbett, and Elimville
- **Financial aid/fee subsidy provided and the percentage of your participants requiring such:**
  - All of our services are free of charge. Clients do not pay a fee for the services offered.
- **Number of volunteers engaged in your organization and desired skill sets of volunteers:**
  - 15 volunteers currently and we are always seeking new volunteers. Succesful completion of the Safe food handling course and ability to lift 15lbs boxes are desired but defiantly not required by volunteers.

Profile

- **Hours of programming offered per week**
  - We are open Wednesday 9am – 11:30am. Thursday 6pm – 8pm
- **Program fees**
  - There are no associated fees with our organization. Everything offered is free of charge. Clients arrange an appointment and in turn are provided with a weeks' worth of food for their family during their appointment.
- **Current facility rental fees paid**
  - $600.00/monthly
- **Venues utilized to deliver your services**
  - Our current location is at 249 Andrew Street, Exeter. We are also fortunate to have local businesses offer collection boxes for non-perishable food items on our behalf
- **Number of program streams/teams/divisions operated locally**
  - We are the only organization in this local area offering this service
- **Current enrolment capacity**
  - We have no enrollment capacity. We offer 24 appointment spots per week for clients, but also take walk-in clients during our open hours on top of those 24 appointment spots.

Operating Model

- **Financial health of your organization:**
  - We solely operate from the donations received through the community. We currently have no short or long term debts, and typically operate at a break even each year. Our 2017 financial statements show $25,164.80 in donations.
- **Current/future challenges:**
  - Our organization currently operates through a space that we rent monthly. The owners of this building have confirmed they are selling in the spring of 2020. At this current time we have no prospects of a future home. Our challenge is finding a new home that will allow us to offer our current services with no interruptions. Our current locations allows clients to use our services in a discreet manner since we are not located on the main street of Exeter. Our organization is also located in the back half of a residential building which adds to the discreetness of it. Our current location also allows us amble parking with two designated spots on the property, as well as street parking on both sides of the location. Come 2020 we will be looking for a location that allows us to operate in a similar manner. Our need to find a new home is a community issue since we serve over 300 local residents each month.
- **5 year enrolment projections:**
  - Over the next 5 years we're expecting the need of our service to grow approximately 1% each year. By 2023 we're expecting to be serving 330 clients per month.
- **Projected future facility, programming, and administrative needs:**
  - Within in the next two years we would like to see our organization become more of an outreach centre. We want to focus on becoming a hub in connecting clients with other services and resources in the local area to help combat poverty.
- **Desired amenities of any new or enhanced recreation facilities:**
  - Due to the timing of the potential new/enhanced recreation facilities and our need to find a new location, it would be ideal if we could come together and be able to offer our service out of the recreation facility.

Sport + Fitness Focus Group Dec 3 6-8pm

Demographic:
- the last 2 weeks we have averaged over 20 players per session.
- All are 55+, majority are 65 + over
- Growth of 25% over this fall.
- Participants come from South Huron + District
- We pay our own way
- We have a volunteer executive that consists of 4 people. 2 volunteers are changed every 6 months.

Profile of program/services
- We play 2 days every week - 2 hrs per session
- Play can be bumped from scheduled day but we are usually given an alternate day to play
- Our group has a good working relationship with the Res Staff. Communication has been excellent
- Program fees: We pay $20.00 per year or $2.00 per session if you pay as you play.
- There are 50 paid members (Tues + Thurs) 12 members that play Wed.
- We use the community hall. Can play year round.
- We have unlimited enrolement capacity that may need to be spread over 3 days per week.

5 yr enrolement projections: More + more youth playing pickleball, continues to grow (as shown by our 25% increase this fall).
Desired amenities: More courts, proper facilities for sporting activities, higher ceilings.

To conclude:

Pickleball is the fastest growing sport for all ages. Our attendance has increased 25% this fall alone & we anticipate that this will continue to increase.

An indoor Community Gymnasium opens up the door to other sports: Indoor soccer, badminton, basketball, volleyball, baseball, indoor walking track, social events, community events, etc.

A Gymnasium is for all ages 8 to 80 and as Grandparents, we want this for our Grandchildren

Thank you.
The "Pickleballers"

ADULT SOCCER

Re: Meeting on Wednesday

South Huron Rush <southhuronrush@gmail.com>
Tue 2018-12-11, 8:39 PM
To: Shawn Tucker <shawtucker@hotmail.com>

6-8 pm at the Rec Cnetre

ymcaswo.ca
southhuron.ca

On Tue, Dec 11, 2018 at 11:38 AM Shawn Tucker <shawtucker@hotmail.com> wrote:

I didn't get a email from them so I am assuming the meeting is ~~Wednesday at 7pm at the~~ Rec Centre? I should be able to attend.

Shawn

project

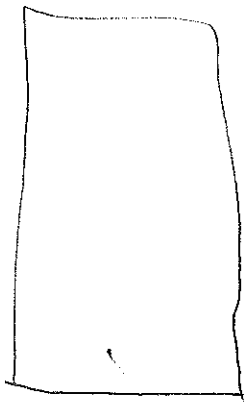
From: South Huron Rush <southhuronrush@gmail.com>
Sent: December 10, 2018 10:58 PM
To: Matt Hern; Shawn Tucker
Subject: Meeting on Wednesday

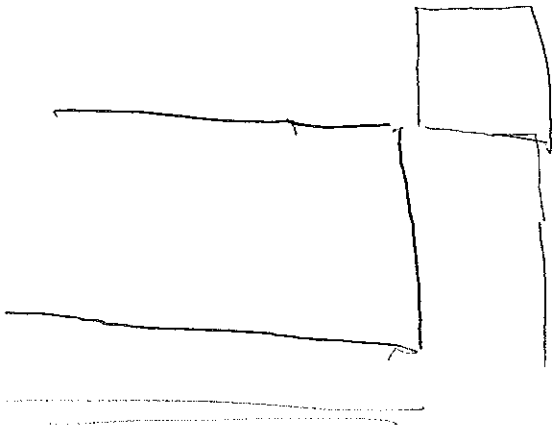
As stated earlier I am unable to attend this Wednesday's meeting.

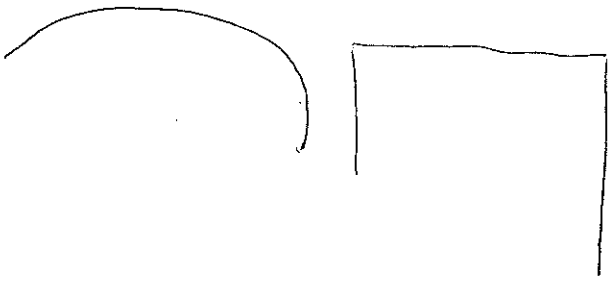
Here are the answers we talked about:
We are South Huron Soccer Club. Adult and competitive soccer. We operate under EMSA jurisdiction and are not the same as South Huron Recreational Soccer (the youth side of things).
1) Demographic
- We serve ages 15-65
- Players come from Huron County, but also Middlesex and Perth Counties.
- No financial aid is provided
- Number of volunteers is between 8 and 10

2) Profile of Services
- Hours of programming offered is 8ish
- Program fees are between $190 and 300
- Current rental fees paid $47.50 per game
- venues used are community field and for men, the hockey dressing rooms (point to discuss - women don't use, men don't always get access, but still are charged).
- Number of teams is 3 currently
- capacity per team is 18 to 25 players
-
3) Current and future operating model
- financial health - doing ok
- current/ future challenges - field conditions, adults don't stay in town, club organization, no competitive youth teams, no u18 teams at all
- 5 year enrollment projections - growing, both men's teams may have 2 teams in the future
- projected future facility needs - would love a changeroom, clubhouse to share with baseball. Facilities that will match our hopes and vision for soccer in Exeter
-

Thanks guys. If I can be of any help please let me know.







SUMMARY REPORT

The Municipality of South Huron retained LeisurePlan International Inc. in 2018 to undertake market research to determine the order of magnitude and characteristics of the potential market for adult and family membership and participation associated with a proposed multi-purpose community recreation centre in South Huron, which may be operated by the YMCAs across Southwestern Ontario.

The research focussed on the target market segment of adults between 20-64 years of age residing in the Market Area corresponding to the municipal boundaries of South Huron.

The research was conducted based on a randomly selected and statistically representative sample of the target market segment of adults between 20-64 years of age residing in the Market Area corresponding to the municipal boundaries of the Municipality of South Huron.

The sample was stratified based on gender and two age groups, 20-39 years of age and 40-64 years of age, to allow for the analysis of the survey findings based on these characteristics.

The result was a statistically valid and representative sample of adults 20-64 years of age at a 95% confidence level and a 7% margin of error.

SURVEY RESULTS HIGHLIGHTS

➢ *The Potential Market for Adult and Family Membership*

The results of the research identified that:

- 20.1% of respondents 20-64 years of age prefer adult membership and are *very likely* to purchase an adult membership at $54/month and 9.8% of respondents prefer adult membership and are *somewhat likely* to purchase an adult membership at $54/month. They comprise the total potential primary and secondary market segments for adult membership.

- 16.9% of respondents 20-64 years of age prefer family membership and are *very likely* to purchase a family membership at $115/month and 4.7% of respondents prefer family membership and are *somewhat likely* to purchase a family membership at $115/month. They comprise the total potential primary and secondary market segments for family memberships.

These results were extrapolated to the 2016 population of the Market Area 20-64 years of age to derive an estimate of the order of magnitude size of the total potential primary and secondary market segments for adult and family memberships. A "capture or conversion" factor was then applied to the total potential primary and secondary market segments to derive a projection of the order of magnitude total number of potential adult and family memberships that may be realized among adults 20-64 years of age based on the monthly fees tested.

The total number of adult and family memberships at the proposed multi-purpose community recreation centre, among adults 20-64 years of age in the Market Area, based on the findings of

market research may be in the order of magnitude of between 970 to 1,655 memberships.

OTHER KEY FINDINGS

- The research identified a significant level of interest in participation at the proposed facility on a membership basis.

- The survey results indicate that the location of the proposed multi-purpose community recreation centre is an important consideration in the decision to purchase a membership at the facility and Exeter is perceived to be a convenient location for the proposed multi-purpose community recreation centre.

- The survey findings indicate that the activities of greatest interest among the potential market segments for membership among adults 20-64 years of age include *recreational swimming* and *walking or running indoors on a track*, followed by *the use of cardiovascular conditioning equipment, lane or lap swimming, aquatic fitness classes, any type of group exercise class* and *warm water therapy or rehab.*

- The findings of the research identified the following as key components for the centre:

  - An indoor pool
  - An indoor track
  - A fitness conditioning centre.
  - A facility to support group exercise classes

Corporation of the Municipality of South Huron
Community Hub / Recreation Project Steering Advisory Committee
Meeting Minutes
February 5th, 2019
7:00 PM – 9:00 PM
Carling Room

Present:
Chair, Dawn Rasenberg
Councillor Ted Oke
Deputy Mayor Jim Dietrich
Craig Ivatts
Peter Hrudka
Mayor George Finch, Ex-Officio
Ron Mayer
Craig Hebert

Staff:
Scott Currie, Recording Secretary
Dan Best, CAO
Sean Dillon, YMCA

DRAFT

1. Call To Order

The Chair called to order the meeting at 7:06 PM.

2. Agenda

Motion: 10-2019
Moved: Hebert
Second: Ivatts
Disposition: Carried

That the Agenda for February 5th, 2019 be approved.

3. Disclosure of Pecuniary Interest and the General Nature Thereof

4. Minutes

Motion: 11-2019
Moved: Dietrich
Second: Oke
Disposition: Carried

That the minutes of January 22nd, 2019 be adopted as presented.

5. Business Arising

6. Business to be Discussed

6.1 Committee presentation to Council

The Committee discussed a project summary presentation. A copy of this draft presentation will be attached in the minutes of this meeting.

Motion: 12-2019
Moved: Hebert
Second: Mayer
Disposition: Carried

That the Committee endorses the results of the LeisurePlan Market Feasibility Study.

Motion: 13-2019
Moved: Ivatts
Second: Peter
Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee endorses the Project Chair in the delivery of a project summary report to Council.

Motion: 14-2019
Moved: Hebert
Second: Ivatts
Disposition: Carried

That Committee requests to council to reaffirm the $7.5M support for the project in the 2019 budget.

Motion: 15-2019
Moved: Hrudka
Second: Ivatts
Disposition: Carried

That the Committee recommends the fundraising feasibility study led by Campaign Coaches proceeds as planned.

The Chair requested that the Committee's site tour notes be attached to the minutes of this meeting.

7. Work Plan Review

8. Committee Updates

DRAFT

Staff informed the Committee that an updated project description was received from Campaign Coaches and will be circulated by email. A copy of these files will be attached to the meeting minutes.

9. Correspondence

10. Key Messages

- The Committee reaffirmed support for the results of the LeisurePlan Study.
- The Committee endorsed the Chair in the delivery of a project summary presentation to Council.
- The Committee requests to council to reaffirm the $7.5M support for the project in the 2019 budget.
- The Committee recommends the fundraising feasibility study led by Campaign Coaches proceeds as planned.

11. Adjournment

Motion: 16-2019
Moved: Ivatts
Second: Mayer
Disposition: Carried

That the Community Hub/Recreation Project Steering Advisory Committee hereby adjourn at 7:48 PM to meet again at the call of the Chair.

DRAFT

DRAFT

Community Hub / Recreation Project Steering Committee

PRESENTATION TO COMMITTEE OF THE WHOLE

FEBRUARY 6TH 2019

imagine the POSSIBLE

COMMUNITY AND RECREATION PROJECTS

DRAFT

Terms of Reference

- Project Steering Committee (PSC) struck by Council in October, 2017
- Established to advise Council, and Administration on specific matters as they pertain to the preparation and delivery of the South Huron Community Hub Recreation Centre Facility.
- **Purpose**: is to ensure that the **stakeholders in the community** along with members of council have their interests represented during the tenure of the consulting engagement, and that by playing this key role the **community will have a strong sense of ownership and support the development of the facility.**

DRAFT

Terms of Reference

Role: designed to provide neighbourhood and community stakeholders an opportunity to have their interests represented during the course of the study in a focused and multi-interested group structure. The Committee's input, along with broad public consultation, will enable a planning process that is **open, transparent and meaningful to the community.**

DRAFT

Project Greenlighted

November 20, 2017 Council Meeting

Motion: 486-2017

Moved: C. Hebert

Seconded: D. Frayne

That the Municipality of South Huron Council commits to the construction of a Community Hub/Recreation Centre within the next five years; and **That the Municipality of South Huron commits an amount of $7.5 million to be debt financed for the project**; and That Council authorizes the CAO to proceed with the development of a Request for Proposal (RFP) for the provision of a Feasibility Study related to the Community Hub/Recreation Centre project;

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Project Greenlighted

November 20, 2017 Council Meeting

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and That council authorizes the CAO to initiate discussions with the YMCA to determine their level of interest and commitment for the Community Hub/Recreation project and follow up with a report to Council.

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Work Plan Timeline

- Feb 20th – *YMCA Community Development Services* engaged to advise PSC on Gap Analysis, Market Study, Operating pro-forma

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Work Plan Timeline

- March 2018 PSC Draft Mission / Vision / Values for the Project Steering Committee:
  - **Mission**: To ensure that the overall interests of our South Huron community is represented in the panning, develop and implementation of the community Hub / Recreation Centre through engagement, sustainable design and fiscal responsibility.
  - **Vision**: South Huron celebrates a Green Community Hub / Recreation Facility that is reflective of the dynamics of our Community and Promotes a high quality of life within the pillars of recreation, health and well-being; sustainability and accessibility for all.

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Work Plan Timeline

- **Respect**: a Committee that values people, diversity, and celebrates inclusiveness for all South Huron residents.
- **Community Based**: a Committee where actions/recommendations are made with the interests of the overall Community of “South Huron are considered.
- **Sustainable**: planning, design and implementation is undertaken to be reflective of best practices for green energy.
- **Fiscal Responsibility:** Actions / Recommendations are thoughtful, made by balancing Community need with an eye towards long-term viability.
- **Collaborative:** A Committee where we work together towards common goals for the greater good of the Community.

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Work Plan Timeline

- June 4, *LeisurePlan International* engaged to conduct market study
- July – August, PSC toured ten recreation facilities in the region
- August, YMCA conducts two seniors focus groups to collect input on project
- October, PSC receives market study from LeisurePlan

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Work Plan Timeline

- November – December, YMCA holds three recreation stakeholder focus groups
- December, *Campaign Coaches Inc.* engaged to conduct Fundraising Feasibility Study
- January 2019, PSC receives Focus Group Report and preliminary pro-forma design from YMCA

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Market Study Results

- The research identified a significant level of interest in participation at the proposed facility on a **membership basis.**
- The total number of adult and family memberships at the proposed multi-purpose community recreation centre, among adults 20-64 years of age in the Market Area, based on the findings of market research may be in the **order of magnitude of between 970 to 1,655 memberships.**

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Market Study Results

- The survey findings indicate that the activities of greatest interest among the potential market segments for membership among adults 20-64 years of age include:
  - Recreational swimming
  - Walking or running indoors on a track,
  - Use of cardiovascular conditioning equipment,
  - Lane or lap swimming aquatic fitness classes,
  - Any type of group exercise class
  - Warm water therapy or rehab.

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Market Study Results

- The findings of the research identified the following as key components for the centre:
  - An indoor pool
  - An indoor track
  - A fitness conditioning centre
  - A facility to support group exercise classes.

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YMCA Participation Model / LeisurePlan

- The YMCA has performed its own Participation Model as a means of comparison and validation of the model proposed by LeisurePlan. components for the centre:

	2016 Census Data - South Huron	Total Fitness Market Size	Market Share		
Age		**33%**	**20%**	**30%**	**40%**
0 to 14	1530	505	101	151	202
15 to 64	5905	1949	390	585	779
65 plus	2660	878	176	263	351
Totals	**10095**	**3331**	**666**	**999**	**1333**

Membership Category	Market Segment	Low Market Share	High Market Share
Adult	Primary	450	640
	Secondary	135	290
Family	Primary	360	550
	Secondary	25	175
Totals		**971**	**1,655**

YMCA Facility Models – Space Program

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- The following potential space programs take into account the expressed desired facility amenities and the number of potential members identified. Two models are detailed, one with an aquatic centre and one without an aquatic centre.

Facility Amenity	Facility A	Facility B
Aquatic Centre	6000 square feet	
Aquatic Mechanicals/Filter Room	1000 square feet	
Gymnasium	4200 square feet	4200 Square Feet
Fitness/Conditioning Centre	5000 square feet	5000 Square Feet
Changerooms	2000 square feet	2000 square feet
Meeting/Activity Room	700 square feet	700 square feet
Equipment/Storage	500 square feet	500 square feet

Sundry/Circulation Mark-up 10%	1940 square feet	1240 square feet
TOTAL FACILITY SIZE	**21,340 square feet**	**13,640 square feet**

YMCA Construction Projections

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- Recent recreation facility builds across Southwestern Ontaio have experienced a cost per square foot between $300 and $350 with those facilities with aquatic centres realizing a square footage rate at the high end of that scale.

	$300/square foot	$350/square foot
Facility A – 21,340 square feet	$6,402,000	$7,469,000
Facility B – 13,640 square feet	$4,092,000	$4,774,000

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YMCA Operating Pro-Forma

Preliminary Operating Pro-Forma		Facility A – Aquatic Centre	Facility B – No Aquatic Centre
	Members	**971**	**826**
Revenue	Membership	$ 326,256	$ 277,536
	Course Fees/Day Pass	$ 36,000	$ 14,660
	Summer Day Camp	$ 8,020	$ 8,020
	Summer Job Grants	$ 2,340	$ 2,350
Total Revenue		$ 372,616	$ 302,566
Expense	Compensation	$ 512,367	$ 226,607
	Other Expenses	$ 137,549	$ 102,549
Total Expense		$ 649,916	$ 329,156
Net before Allocations		$ (277,300)	$ (26,590)
YMCA Shared Services Allocation		$ 75,000	$ 75,000
Annual Municipal Support of Recreation		$ (352,300)	$ (101,590)

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YMCA Focus Group Report Conclusions

The top cited desired amenities for new facilities includes:

- Meeting Rooms
- Walking Track
- Gymnasium
- Fitness Centre
- Community Kitchen
- Multi-purpose Space
- Community Hall
- Ice Rink(s)
- Bar
- Sports Fields

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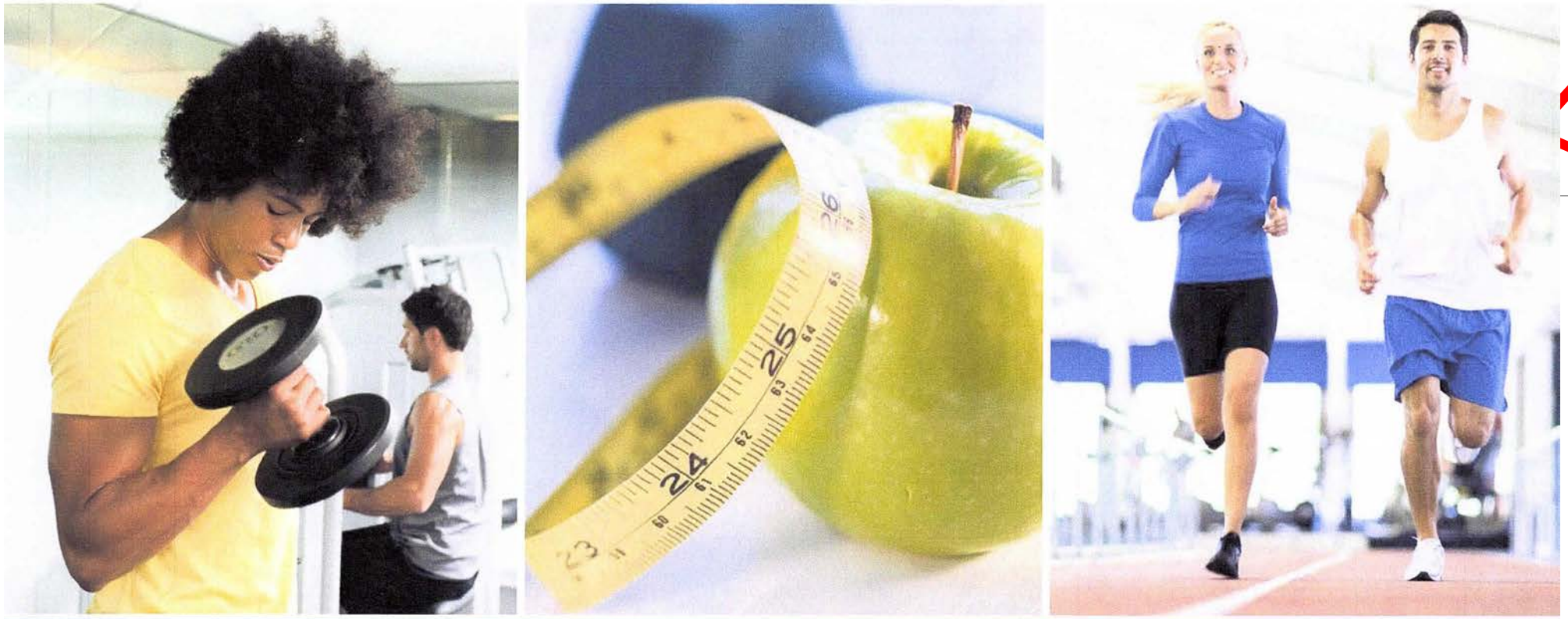
Next Steps

- PSC has recommended that the current site of the South Huron Rec Centre be considered for the site of a new facility
- PSC is preparing to launch the Fundraising Feasibility Study with Campaign Coaches
- PSC requires direction from Council regarding project description



SOUTH HURON RECREATION PROJECTS

A PATH FORWARD

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build the POSSIBLE

COMMUNITY AND RECREATION PROJECTS

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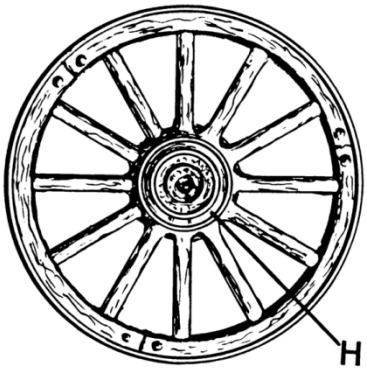
Community Hub / Recreation Centre Project Steering Committee

YMCA Site Visits Recap and Comparison Discussion Document



Committee Meeting: Tuesday, June 12, 2018 6:00 PM

Community Hub / Recreation Centre Project Steering Committee
YMCA Site Visit Discussion Document

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Community Hub / Recreation Centre Project Steering Committee
YMCA Site Visit Discussion Document

Overview:

As discussed at the meeting of May 29th, the committee discussed the pre-arranged site visits of three YMCA facilities:

1) Stoney Creek YMCA, Sunningdale Road E., London, Ontario
2) Middlesex Centre YMCA and Community Centre, Komoka, Ontario
3) North Middlesex YMCA, Parkhill, Ontario

This document outlines the key points regarding the noted three sites including a comparison chart and some photographs of sites 1) and 2).

Committee Members on Tour:

The tour included a good blend from the committee, namely:

- Councillor Ted Oke
- Ron Mayer
- Darlene McKaig
- Dawn Rasenberg

A representative from the Recreation Centre was also present in addition to Sean Dillion from the YMCA.

General Observations:

All three facilities had a common theme in that they were all 'family focused'. Memberships were available to both men and women as well as families. Each facility had a designated area for children and children activities / programs.

Many of the programs offered were tied to health and fitness as well as cultural activities such as music, dance and arts and crafts. Special programs were set up for Seniors either as part of the package overall or on specific days of the week.

Membership fees, although different in minor ways, were reasonably consistent even though the sites housed different facilities. Ie: Stoney Creek had two pools, whereas Middlesex Centre had a large day camp facility for children.

Site Comparison Chart:

Attached ……..

Site Location	YMCA Initial Information

Stoney Creek YMCA, Sunningdale Rd. E., London Ontario
 	
Mike and Lindsay at Site
	Collaboration: YMCA of Western Ontario; City of London
	Size 86K Sq feet: Construction Cost: $32 M: Average Members 10.2 K: Operating Net: 700 K
	YMCA Health, Fitness, Aquatics Centre with City of London Library Branch
	
	Observations
	
	• Facility 7 – 8 years old; took 5 years to develop; Infrastructure grants 7 -8 years
	• LEAD Facility (expensive to get certified) New facility not to be certified but both facilities are taking the steps to make environmentally friendly; natural lighting; green roof; toilet water from roof; hybrid plug with motion sensors
	• 3-way Partnership
	  o YMCA / London Public Library / City of London
	  o $32Million for Build/Land : Interior furnishing by YMCA
	• YMCA manages own fitness equipment, 3-year re-investment: YMCA ownership of land and building in 40 years.
	  ▪ $4Million revenue each year : 1% is retained for building maintenance fund which Mike suggests is not enough. ($220K per year)
	  ▪ YMCA Capital contribution was $8Million; plus furnishings
	• Library attracts people and offers unique programming opportunities.
	• YMCA handle: operations, cleaning, maintenance and first aid. PM done by the YMCA – look at replacing equipment every 3 – 4 years.
	• Amenities:
	  o Library : 1 Family Pool : Typically 2'-6" depth: Movable floor to minimum 1'-0" – maximum 10'-0" (Deep Aquafit Programs): 25M Lap Pool – 6 lanes c/w traditional shallow to deep transition.
	  ▪ Change Rooms x5 (most expensive) : Family, Male , Female , Male 18+, Female 18+
	  ▪ Preference for new build (Southdale, London South)– 3 change rooms: Family / Male / Female
	  ▪ Gymnasium, typical high school double gym c/w overhead curtain divider, Divider is down 90% of time
	  ▪ 6 basketball nets; 2 volleyball courts ; 3 courts ; Walking track
	  ▪ Group Fitness Studios x2, cycling, yoga, boot camps; Note 90 classes between both.
	  ▪ Multi-Purpose Rooms x2 = 80 capacity each; With operating door closed creates 4
	  o Child minding 0-5years (Tree House – play land) Access by Card Lock
	  o NO Community room … new facilities have dedicated rooms for Community, No Banquets Small Meeting rooms.

Stoney Creek cont'd	o Fundraising: YMCA has naming rights to building and rooms. Note no time restrictions; Fundraised portion of $8Million capital contribution. o Most expensive area is the Pool and Lighting (Pools are kept at 84 and 88 degrees) • The Don'ts …. o Undersized: childminding, multi-purpose, lockers and studios. • Local Level 5 year process, focus groups, market study. • Success: o 4-8pm serving families ; 2500 kids swimming lessons; 10minute catch radius o 10,000 members; 65% families • Fees: o Family Membership $65.00 bi-weekly (2 adults, multiple children); 1/3 get assistance / $600K subsidy) Notes: • Need to ask Municipality re: Grants • YMCA has right to name of facility; other naming rights go to whomever donated the space / room; etc.

Middlesex Centre YMCA and Community Centre	Collaboration: YMCA of Western Ontario; Municipality of Middlesex Centre Size 12K Sq feet YMCA space: Construction Cost: $43 M: Average Members 1200: Operating Net: 160 K YMCA Health and Fitness Centre located within a Municipal double pad arena and Community Centre
	Observations
	Partnership with London Amenities: • 2 ice surfaces ; studio x 1 15 – 35 people occupancy; 1-2 morning classes; 3 – 4 evening classes • Classroom for Zumba, arts programs, music, etc. • Community Room can divide into 3 smaller rooms • Kitchen; child minding, not ideal location; Library • Day Camp profit $50K; YMCA profit $100K • Municipality runs Arenas and Building • 5 year deal with YMCA originally; signed new 10 year deal last year • Splash pad added after ; Day camp 80 – 100 kids per week; 700 – 800 kids per summer • High school rents Gym – no gym at school Fees: $10.25 per day – 25% discount if they come after school; $35 per day on certain days ie: PD day Day Pass $15 per adult $12 a day for kids Memberships the same as Stoney Creek $65 bi-weekly for a family Notes: Municipality buys equipment; YMCA manages the maintenance Municipality donate ice to Day Camp Classrooms are booked through YMCA Turf flooring coming soon to workout area

North Middlesex YMCA (Parkhill)	Collaboration: YMCA of Western Ontario; Municipality of North Middlesex Size- 4K Sq feet: Construction Cost: Municipal led: Average Members- 470: Operating Net: -($6, 643) YMCA Health and Fitness Centre located within a renovated Municipal Arena.
	Observations
	• YMCA contracted to manage facility • Cardio equipment – Internet based • Hold programs in Ailsa Craig Community Centre (Unique Outreach Program) • Summer Camps • All age groups • Child Minding (ice space used in off season) • High School and playground nearby (across the street) • Building went up instead of out due to being right against the street • Universal Change rooms – YMCA moving in that direction (safety and other considerations) • Gym access M-F 5:45 AM – 8 PM; Sat 8 – 12; Sun 9 – 1; • Pickle Ball on Arena Floor • Forest has walking track • 11.5 % Revenue; Fixed Fee at Clinton; Parkhill and Forest • Parkhill has monthly membership vs. bi-weekly ($54 for adult; $109 for a family) • Day Pass $20 family; $10 adult; $8 student; $6 child **Note:** Parkhill is currently in a 2 year contract; working on a 5 year contract
Listowel (Steve Kerr Memorial Centre)	**Observations**
	Essentially this facility is a single pad arena with room for a second pad in future; well designed building with energy saving components The facility is just now installing solar panels on the roof. No grant for solar panels. • Bought a farm in order to build the centre

Listowel (Steve Kerr Memorial Centre) continued	• School across the street; the centre shares the parking lot with the school when needed • Centre and school share buildings depending on the event • Fundraising 5 M in 18 months, nearing 6 M; raised mainly through corporate sponsorships; marketing team went out and asked sponsors for a specific amount based on their previous research; size of corporation, etc. • Idea to build 2004 – 2012 to get council approval – arenas in town and local area (Monkton), old and dilapidated • Community room can hold up to 225 people • Full service vending services; hot and cold drinks, snacks, etc. for which they receive a % of the revenue; snack bar was losing money so now they rent the space to users (Optimist Club) for their events. • Washrooms are co-ed • LED Lighting • 13.5 M to build; 15 months to build • Federal gas tax could be used for funding • Held public open houses before building • 754 spectator seats for pad area; rubber flooring on walkway; storage space; 6 dressing rooms • 6 full time staff during busy season • Opportunity galore for sponsorships around pad area; charge $450. Per year for board sign • Whole building is licensed • Programs include various courses; walking track; mini stick room for toddlers to play toy hockey • Ice rental generates $125 - $150 per hour • $140K year operating net; 300K for operation / 160 K revenue * Lobby floor is 16" higher than ice surface to allow better sight lines to games. * 21 inch step between arena seat rows instead of the normal 16 inches. This makes for a steeper seating area but much better view of the ice surface, especially the near boards. * The warm room on the second floor is set back 4 feet from the ice surface to allow a clear view of the goal

Listowel (Steve Kerr Memorial Centre) continued	and behind the goal area from above. * A 250 Kilowatt net metering solar array is being installed on the roof, which is estimated will offset up to 2/3 of the facility's hydro costs. This system was not on the original building contract, to save contractor mark-ups. * The chiller system for ice production is actually "old school" twin cylinder compressors using ammonia as the refrigerant and glycol as the ice surface coolant. Although not state-of-the-art, this type of system is considered reliable, easy to repair and lower in cost than modern rotary compressor systems. * A heating system is installed underneath the chill pipes and floor insulation under arena floor, to prevent frost formation which can heave the ice surface. * A desiccant style de-humidifying system is utilized because of it's lower cost and simplicity of operation. * In-floor heating utilized in lobby, hall and dressing room areas, this allows lower ambient room temperatures without reducing the comfort level. It is also used in the Zamboni room and outside on the snow ramps and entrance walkways to prevent ice buildup.
Pyramid Centre (St Mary's)	**Observations**
	This centre has a number of different centres within a centre. A full service Community Centre; including - a Seniors' facility for which LHIN assisted with the funding (LHIN funding is based on the population of the community and area) - a Youth Centre (8 – 14 years – sponsored by the municipality; fully staffed (2 people) with 8 computers; some programs include life skills - Community Centre - Fitness Area - Entertainment area – complete with portable staging ; Trade Shows, for use and renting out - 2 ice pads - Indoor pool built for chlorine; but switched to Salt water when construction was nearing completion; therefore a lot of 'salt corrosion' is taking place with very expensive maintenance ; leaving a 300K – 400K deficit in the pool

	- Pre- existing building – cost 14 – 15 M to build addition; 2nd Pad; Pool and Splash Pad. - Pools are kept at 82 – 84 degrees – cost 2M per year to operate - Membership $40 yearly for membership; non-members pay user fee - Facility has community rooms which are used for multi purposes - Canteen makes money – working with local health groups to serve appropriate food, drinks - Fully licensed complex - Operating costs 230K – 250K per year - No smart metre; no solar panels
Wilmot Recreation Centre – Baden	**Observations**
	Scott answered our survey questionnaire completely, so I attached his response.
	# Recreation Facility Tour Evaluation Q&A – Wilmot Township ## Development Process **<u>General Note:</u> The Wilmot Recreation Complex was originally designed and constructed as a 2-phase project. Phases 1 and 2 were completed approximately 5 years apart.** 1. How long did it take to develop the facility from concept to opening? The very first concept was developed as part of an overall municipal Recreation Facility Needs Study presented to Council in October 2002. The first scoped concept for the current recreation complex was created in early 2004, and Phase 1 of the complex opened in September 2007.

Wilmot Recreation Centre – Baden continued	2. Who led the process? The Phase 1 process was led by a large committee ("the Committee"), chaired by a member of Council, and consisting of numerous stakeholders including, minor sport organizations, service clubs, etc., Mayor, CAO, Director of Facilities & Recreation Services, as well as an architect/project management team selected through RFP. Committee representation was approved by Council. 3. What did you learn in the development process that you would think critical for others to consider in their own development process? It is critical to the garner support/involvement of all major stakeholders and ensure the public process is regularly communicated and transparent. 4. Describe how residents/the community was or wasn't involved in the development process. Residents and community stakeholders were involved from project inception to final design through a formal committee established by Council. 5. How was the site selected? A multi-site evaluation was conducted by the third party consultant that had completed a recreation facility needs study for the Township in xx. Council endorsed the consultant's recommendation as their preferred site, and property acquisition took place after that. **Operational Considerations** 1. Is an operating partnership in effect? No 2. Was one considered/explored? No

Wilmot Recreation Centre – Baden continued	3. How were the specific amenities/features of the facility determined? Major amenities were outlined within the 2002 municipal recreation facility needs study. Minor amenities were considered/added through discussions with "the Committee", and through budget discussions and/or financial contributions by stakeholders requesting the amenity. 4. How many staff are required to operate the facility at peak and minimal operations? Peak (evenings): 1FT operator and 16 PT staff (includes life guards & aquatic instructors). Off-peak staffing depends on the programs scheduled. 5. What are the operating hours? Sep.01 to Jun. 30: 6am – 11pm Jul.01 to Aug. 31: M-F 6am - 11pm, S&S 8am – 8pm 6. Are third party contractors employed in the facility? In what capacity? No 7. Are there any programming partnerships/service agreements in place? Yes, the Wilmot Family Resource Centre assists with staffing the Youth Centre on certain days, and Community Care Concepts assists with seniors programming in the Active Living Centre on certain days. 8. Describe your average weekly usage patterns. Busy/slow times? Usage patterns are more seasonal than weekly. Busiest months are September 01 through March 31. Busiest hours are M-F 4:30pm- midnight. S&S 7:00am-11:00pm. April through August typically sees sporadic busy periods due to facility rentals, hockey camps, soccer programs, and summer swimming lessons. 9. Demographics – Who do you serve? Niche – family, adults, kids? Our primary objective is to serve local families, adults, and kids.

Wilmot Recreation Centre – Baden continued	10. How do you determine what programming is offered? Our Recreation Programmer surveys youth and seniors groups, our aquatic staff receive feedback from parents and adult user groups, service clubs provide feedback, comments received from general public. **Membership/Participation Model** 1. Does your centre offer memberships or pay as you go? Both, for use of aquatic centre; pay-as-you-go for ice usage. 2. What are your rates and categories of participants? Attached. 3. Did the facility meet its pro-forma operational projections? Yes…ice usage has surpassed initial projections. Aquatic programs such as swimming lessons, aquafit were strategically increased over a 5-year period to help control staffing costs. 4. Are there partnered groups/preferential rate relationships? Yes…local minor sport groups receive 35% off the regular rate, and local school classes/teams received 40% off regular rate (reciprocal agreement). Community Groups/Service Clubs receive free meeting room use Sunday – Thursday. 5. Are there any groups of individuals you feel the facility could better serve? Yes…possibly seniors.

Wilmot Recreation Centre – Baden continued	**Design** 1. What would you change about your facility? What works, what doesn't? We should have located the elevator in Phase 1 closer to the front entrance…may have eliminated the "desire" for 2 elevators. The staffed customer service desk should have been more centrally located to both sides/phases. A larger dryland training room would have been better. We should have designed a P/U & drop-off area at the front entrance. Note: Ensure dressing room walls are insulated if you plan to offer summer ice. Avoid the use of VCT flooring if possible…high maintenance. Use non-slip ceramic tile or low maintenance flooring in lobby areas. Avoid flat roof areas if possible, and don't use single ply membrane systems. Ensure an adequately sized snow pit is installed at the end of your arena maintenance corridor…avoid "in-floor" snow pits. 2. Are there multiple options for users to store belongings in both secure and unsecure fashions? Yes…lockers in aquatic change rooms and outside dryland training room (bring own lock). Arena change rooms are locked when teams on the ice. 3. Is the facility welcoming upon entry? We think so ☺ 4. Without staff assistance could you find your way around the facility? We believe there is ample signage to direct patrons accordingly. 5. How is user security and safety ensured within the facility? Facility use rules are posted at multiple locations within the facility. Both audible and visible emergency warning devices located throughout. Trained staff on duty.

Wilmot Recreation Centre – Baden continued	6. Describe any green infrastructure/systems within the building. LED lighting in both arenas (soon to be added to aquatic centre) T-5 lighting in pool change rooms. VFD's on pool pumps and arena condenser unit. "De-ox" and "fast ice" system allows for cold water floods. ENGO electric ice resurfacer. R-40 rated ceiling in ice arenas. Facility was designed/constructed to a LEED silver level. 7. Are these green features effective in reducing operating costs and carbon impact? Yes. **Financial** 1. How much revenue does the facility earn annually? Major sources of revenue? In 2017, the WRC generated $1.3 million in revenue. The major sources were Aquatic Rentals & Admissions ($465,000), and Ice/Arena Floor Rentals & Admissions ($682,000). 2. What is the expense burden? Major expense drivers? In 2017, our gross expenses were roughly $2.3 million. The major expense drivers were staff costs, building/grounds maintenance, and electricity. 3. What is the required annual operating support or deficit of the facility? In 2017, it was approximately $1 million. 4. What grants were used? Phase 1 – Ministry of Health & Promotion ($4,000,000) Phase 1 – Move Ontario Fund ($200,000) Phase 2 – Build Canada Fund ($6,000,000

Community Hub/Recreation Project – Site Tours

RELATED PROJECT EXPERIENCE	VALUE	YEAR	SIZE	COMPONENTS								
				YMCA	ICE RINK	POOL	CHANGE ROOMS	ADMINISTRATION	GYMNASIUM	MULTI-PURPOSE	WALKING TRACK	LEED
TOWN OF GODERICH												
Maitland Recreation Centre/Goderich Huron YMCA	$14M	2004		•	•	•	•	•	•	•	•	
CLINTON												
Central Huron YMCA				•			•	•	•	•		
WINGHAM												
North Huron Wescast Community Center					•	•	•	•	•	•		
LISTOWEL												
North Perth Recreation Complex (Steve Kerr Memorial Complex)	$13.4	2017			•		•			•	•	
BADEN												
Wilmot Recreation Complex					•	•	•	•	•	•	•	
TOWN OF ST. MARYS												
Pyramid Center					•	•	•	•		•		
DORCHESTER												
Thames Centre Recreation Complex												
PARKHILL												
North Middlesex YMCA				•	•		•	•	•	•		
CITY OF LONDON/ MIDDLESEX COUNTY												
Middlesex Centre Wellness and Recreation Complex (Komoka)				•	•	•	•	•	•	•	•	
Stoney Creek YMCA (North London)			80,000SF	•		•	•	•	•	•	•	•

Municipality of South Huron
Community Hub / Recreation Centre

Project Description January 2019

The need to enhance the quality of recreation facilities and community well-being was first identified in the **Community Services Master Plan** of 2009 and further acknowledged as priorities in the Municipality's **Corporate Strategic Plan**, 2015-2019.

In 2017 Council appointed a Community Hub/Recreation Centre Steering Committee to engage the community and gather insights and opinions regarding the recreation needs of South Huron. By conducting resident and professional consultations and studies the Steering Committee will ensure a plan going forward responds to the needs of the community today and for the future. The current recreation facilities are at the end of their lifespan and in need of capital investment. Increased capital maintenance costs as a result of aging recreation facilities, combined with a projected twenty-one per cent increase in population, (16,700) by the year 2031, suggest now is the time to build a new Community Centre and Arena.

A new Community Hub/Recreation Centre is all about building a facility that is the right size and reflects the community's interest. The new facility is an investment that will attract new residents and businesses, improving the long-term sustainability of South Huron.

Strategically located in the Town of Exeter, on the site of the current Recreation Centre, the proposed new Community Hub/Recreation Centre will feature the following membership-based components:

- A indoor pool
- A multi-purpose gymnasium and fitness centre
- An indoor walking/running track
- Community meeting rooms

And a:

- Single Pad Arena (85' x 200') with option for 2nd pad

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The proposed 61,500 square foot multi-purpose facility will become a hub of community activity promoting healthy active lifestyles where residents, families and neighbours can gather and interact.

Financial Impact

The funding formula for the new Community Hub/Recreation Centre will be comprised of a Municipal commitment, debentures or conventional financing and a community capital campaign. The Municipality is committed to having minimal impact on the overall taxpayer and will extensively explore and respond to all available provincial and federal funding opportunities, to further offset the construction costs.

The total cost of the new recreation facility is projected to be $19 million.

Proposed Component Cost

Community Hub Components	$7.5 million
Indoor Pool	
Gymnasium Fitness Centre	
Meeting Room Common Space	
Arena	$11.5 million
Total Cost	$19 million

Proposed Sources of Funding

Municipality of South Huron	$7.5 million
Federal/Provincial Funding and Conventional Financing	$4.5 million
Community Capital Campaign	$7 million
Total Cost	$19 million

Proposed Timeline

Fundraising Feasibility Study	Feb. 2019
Community Fundraising Campaign Begins	Fall 2019
Construction Start	2020
Occupancy	2021

Through the successful completion of the community capital campaign, South Huron will have an outstanding new Community Hub/Recreation Centre where residents of all ages will gather, learn and play with their family and neighbours, for generations to come. A new

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multi-use recreation facility will have something for everyone and further advance the community as family-oriented and a desirable place to live, work and do business.

draft

January XX, 2019

Name
Company
Address
City, Province
Postal Code

Dear_____,

After much community consultation and several studies, South Huron Council has directed the Community Hub/Recreation Centre Steering Committee to assess the local fundraising potential to support the development of a new facility. Offering benefits to all residents, the new facility is proposed to include an arena, gymnasium / fitness centre, indoor pool, walking track and multi-purpose community rooms. As the plans continue to progress the Municipality of South Huron is embarking on a Capital Campaign Feasibility Study.

As an important part of the project's success, the Capital Campaign Feasibility Study will assess the viability of raising $5 million through a community-based capital campaign to support the construction of the proposed community hub/recreation centre.

A vital part of the capital campaign strategy is to hear the opinions of South Huron's business and civic leaders regarding the potential for individual, corporate and community financial support and involvement for such an undertaking. Your perspectives and advice will be of great assistance to us in the planning and implementation of our community-based capital campaign.

We have retained the services of Campaign Coaches Inc., (www.campaigncoaches.ca) to assist with our fundraising activity.

In the next few weeks a representative of Campaign Coaches Inc. will contact you to request a brief personal meeting to obtain your insights. We are sensitive to the importance of your time and anticipate a maximum 45-minute discussion.

If you have any questions about the feasibility study, please contact Scott Currie, Community Services Manager with the Municipality of South Huron at 519 235 0310 ext. 301 or scurrie@southhuron.ca.

Thank you for taking the time to help shape the capital campaign planning stage for this important community project.

Sincerely,

Dawn Rasenberg
Chair, Steering Committee
Community Hub/Recreation Centre

Dan Best
CAO
Municipality of South Huron

DRAFT

Consent Application Report – File # C94/2018

Owner: Heybolt Ontario Ltd	Date: February 12, 2019
Applicant: MR Engineering and Design Ltd., c/o Matt Runge and Tim Masse	
Property Address: 200 Huron Street	
Property Description: Plan 376 Pt Lot 1244 AS RP 22R315 Part 2, Exeter	

Recommendation:
That provisional consent be:

√ **granted with conditions (attached) and subject to Official Plan Amendment #16 being in full force and effect**
deferred (for …)
denied (referred to the County Committee of the Whole Day 1, for a decision)

Purpose:

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

Area Severed: 1,467 sq.metres	Official Plan Designation: Residential (Subject to Approval of SHu OPA #16)	Zoning: R1 (Subject to Approval of Z20/18)
Area Retained: 5,756 sq.metres	Official Plan Designation: Residential (Subject to Approval of SHu OPA # 16)	Zoning: R3 (Subject to Approval of Z20/2018)

Review: This application:

√ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
√ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
√ Conforms with section 51(24) of the Planning Act;
√ Conforms with the Huron County Official Plan;
√ Conforms with the South Huron Official Plan (subject to Official Plan Amendment #16 being in full force and effect);
√ Complies with the municipal Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
N/A Has been recommended for approval by the local municipality; and
X Has no unresolved objections/concerns raised (to date) from agencies or the public.

(Applications that do not meet <u>all</u> of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)

Agency/Public Comments:

	Not Received or N/A	No Concerns	Comments/Conditions
Conservation Authority	N/A		
Neighbours/Public			• Concern with creation of three R1 lots in regard to existing development along Pryde Boulevard. • Question with proposed future uses on retained parcel proposed for future High Density residential Use.
Huron County Highways	N/A		
South Huron Staff			See conditions.

Purpose:

The purpose and effect of this application is for the creation of a new lot for residential infill purposes. The subject lands are a corner parcel; there is currently a vacant church on the southwest portion of the property (lands to be retained), no buildings or structures are located on the northwest of the parcel (lands to be severed). The proposed consent is for creation of a new lot at an area of 1,467 square metres and the retained parcel will have an area of 5,756 square metres. This consent is being submitted concurrently with consent application C95/2018 which proposes to sever a vacant buildable lot for future residential use that will result in one internal severed parcel and two resultant retained parcels.

Figure 1: Aerial View of Subject Lands

Figure 2: Subject Parcel with identified lands to be severed (outlined in red) and retained (outlined in yellow)

Figure 3 and Figure 4: Street View of severed parcel

Figure 5 and Figure 6: Street View of retained parcel

Comments:

Provincial Policy Statement (PPS):

The PPS encourages development that represents residential intensification as well as redevelopment of existing sites for the efficient utilization of infrastructure, and public service facilities. The proposed infill consent is in a residential neighbourhood which has low, medium and high density housing in the surrounding area, and is aligned with the direction of the PPS to provide for a range of housing types and densities.

Huron County Official Plan:

The County Official Plan promotes opportunities for residential developments that are located where services are available and sprawl is minimized. Future development will be directed to include mixed uses, more compact forms of housing with increased densities, and a range of affordability to promote development that is compatible with the County's goals for sustainability.

South Huron Official Plan:

The South Huron Official Plan designation for the subject lands is currently Community Facility. The applicant has submitted a concurrent Official Plan Amendment to re-designate the subject lands from Community Facility to Residential. This consent is subject to the approval of the Official Plan Amendment which proposes to re-designate the parcel as a Residential Use.

The goals for residential development within Exeter include provisions for a wide variety of housing types and prices. The South Huron Official Plan echoes the PPS and County Official Plan with respect to the provision of housing development opportunities that make efficient use of land and services.

The land division policies of the South Huron Official Plan permit the creation of new lots in already developed areas via consent for purposes of infilling where the newly created property is in an area with services and the land abuts an open public road. This development can obtain access on an existing road, and water and sewer do service this area of town as confirmed by South Huron staff. The Plan also specifies that the size of the new parcel is appropriate for the intended use and provides for compliance with the Zoning By-law unless the By-law is duly amended or a variance granted. In this case, a Zoning By-law amendment has also been submitted concurrently with the above noted Official Plan Amendment to rezone the severed parcel from Community Facility (CF) to Residential – Low Density (R1) and the retained lands from Community Facility (CF) to Residential – High Density (R3). The proposed severed and retained parcels would comply with lot provisions for frontage, depth and area for both the R1 and R3 zone provisions. It is recommended that a condition of this consent be that the rezoning application must be in force before the consent is finalized.

South Huron Comprehensive Zoning By-law 69-2018:

The subject lands at 200 Huron Street are currently zoned Community Facility (CF) in the South Huron Comprehensive Zoning By-law. The applicant has submitted a concurrent Official Plan and Zoning By-law Amendment application to re-designate the subject lands from Community Facility to Residential, and to change the zoning from Community Facility (CF) Zone to Residential Low Density (R1) Zone for the severed lands and Residential High Density (R3) Zone for the retained lands.

In review of the application for proposed severance, both the severed and retained parcels meet minimum lot frontage, lot depth and lot area per the R1 and R3 zones. It is recommended that a condition of this consent be that the rezoning application must be in force before the consent is finalized. This application will be brought forward to South Huron Council following a recommendation by South Huron Council and final decision by Huron County Council on the consent application.

Table 1: Comparison Chart R1 Zone Provisions for proposed infill lot versus South Huron Zoning By-law zone provisions.

Zone Provision	**Requirement in South Huron Zoning By-law 69-2018 (based on single detached dwelling)**	**Proposed R1 Residential – Low Density Lot (severed)**
Frontage (minimum)	15 metres	48.9 metres
Depth (minimum)	30 metres	30 metres
Zone area (minimum) interior property	450 square metres (interior) 540 square metres (corner)	1,467 square metres

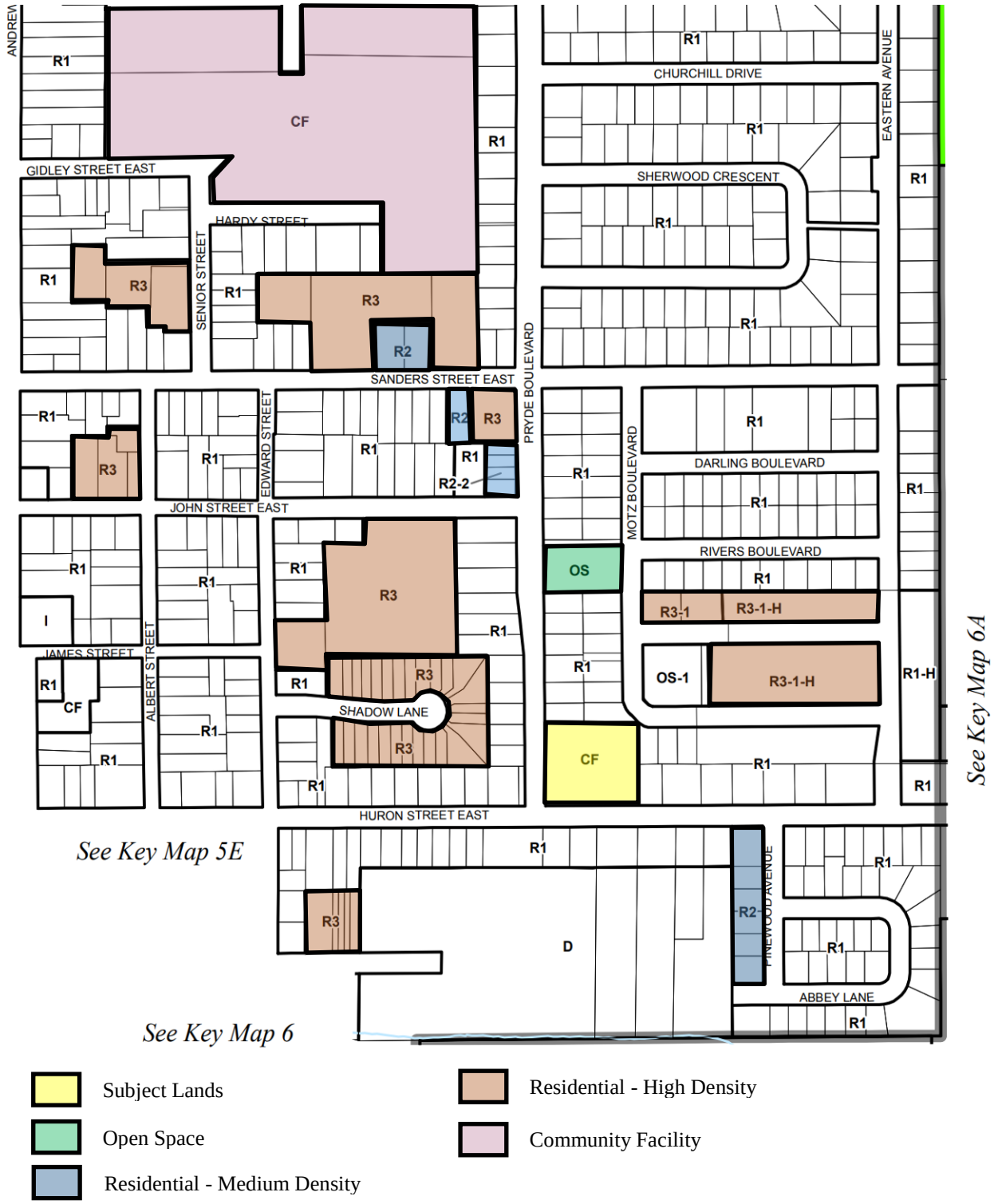
Please note the lands to be severed are also subject of consent application C95/2018 which proposes to further subdivide this area of land. A further zone comparison chart is provided in report C95/2018 and should be considered in conjunction with information above.

Table 2: Comparison Chart R3 Zone Provisions for proposed retained parcel versus South Huron Zoning By-law zone provisions.

Zone Provision	**Requirement in South Huron Zoning By-law 69-2018 (based on apartment building zone provisions)**	**Proposed R3 Residential – High Density Lot (retained)**
Frontage (minimum)	20 metres	30.2 metres
Depth (minimum)	38 metres	91.4 metres
Zone area (minimum)	730 square metres	5,756 square metres
Front Yard (minimum)	6 metres	11.9 metres
Side Yard (minimum) Interior	6 metres	6 metres
Side Yard (minimum) Exterior	6 metres	12.8 metres
Rear Yard (minimum)	10 metres	50.6 metres

Figure 7 below**,** also demonstrates in a visual representation that the surrounding neighbourhood has a mix and range of residential uses, types, forms and density (i.e. mix of Low Density (R1), Medium Density (R2) and High Density (R3) uses exist). The conversion to residential will be keeping with the neighbourood that is predominately residential. The inclusion of both R1 and R3 lands is in keeping with similar uses in the surrounding neighbourhood. This parcel is also in proximity to the Main Street of Exeter, other Community Facility uses and an open space block. The intended use of the severed parcel is for future low density infill development; and the retained lands will be used for a future conversion of the existing church building for an apartment use. The R3 lands for future apartment use will be subject to Site Plan Control which will deal with items including but not limited to access, driveway, parking, lot grading and drainage, building design, lighting, buffering and landscape, servicing etc.

Figure 7: Visual Representation of Surrounding Land Uses



Subject Lands

Open Space

Residential - Medium Density

Residential - High Density

Community Facility

Additional Comments:

This application has been circulated to municipal agencies for review and comment. Comments are highlighted in this report and included as conditions as applicable.

During the commenting period for the consent application three (3) formal letters of opposition were received from neighbours with concerns regarding the proposed infill lots, and design of the future R3 apartment lands. Materials received are included in this report.

Summary:

It is recommend that this severance application for creation of a new infill lot **be approved** as it meets the requirements of the Provincial Policy Statement, and Huron County and South Huron Official Plans (pending Official Plan Amendment # 16 being in full force and effect). The size of the severed and retained parcels both meet minimum zone provisions under the South Huron Zoning By-law for lot specifications and the subject lands are in an area of Exeter that has an existing range of uses and densities. A rezoning application has been submitted to support the proposed R1 and R3 zones and has also been made a condition of this consent. It is also a condition of this consent that the deed stamping of file C94/2018 be done prior to the stamping of C95/2018.

Sincerely,

'Original signed by' February 12, 2019

_____ _____

Sarah Martin, B ES Date

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

Expiry Period

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

Municipal Requirements

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

Survey/Reference Plan or Registerable Description

5. Provide to the satisfaction of the County and the Municipality:

a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
b) a reference plan based on the approved survey;

Zoning

6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.
7. A rezoning application be approved to rezone the severed parcel to Residential Low Density (R1) and the retained lands to Residential High Density (R3)

Other

8. The deed be registered for the parcels created by file C94/2018 prior to final approval being granted for severance application C95/2018.

Note:

1. The Municipality of South Huron has identified that a frontage fee of $2,500 will apply to each of the created low density (proposed R1) lots fronting on Pryde Boulevard as a result of consent C94/2018 and C95/2018.
2. The applicant will be responsible for ensuring necessary services and infrastructure (i.e. sewer and water) to the existing church building for proposed residential conversion (retained lands proposed for R3 use) are to the satisfaction of the Municipality of South Huron. The retained subject parcel proposed for High Density Residential development will also be subject to Site Plan Control to the satisfaction of the Municipality of South Huron.

Correspondence Received on Consent Application C94/2018

February 8, 2019

Attention of Lisa Finch Land Division Administrator

RE: File #C95-2018..C94-2018

Municipality of South Huron

Please accept this letter as an official objection of the application made by Heybolt Ontario Limited for the conveyance of a parcel of land in the Municipality of South Huron in the Town of Exeter.

Approval of this application will lead from a low density R1 neighbourhood to a high density R3. It also leads to 3 residential homes being sandwiched into small lots which disrespects the character of the neighbourhood.

Thank You

George Keller

433 Pryde Blvd

Exeter, On N0M1S1

gekeller@sympatico.ca

Lisa Finch

From: wayne deluca <waynedeluca@hotmail.com>
Sent: Friday, February 08, 2019 1:27 PM
To: Lisa Finch
Subject: Re; File #c95-2018...C94-2018 Municipaliy of South Huron

Please accept this letter as an official objection of the application made by Heybolt Ontario Limited for the conveyance of a parcel of land in the Municipality of South Huron in the Town of Exeter.

Approval of this application will lead from a low density R1 neighbourhood to a high density R3. It also leads to three residential homes being sandwiched into small lots which disrespects the character of the neighbourhood.
Thank You

Wayne DeLuca
429 Pryde Blvd
Exeter Ontario N0M1S1
waynedeluca@hotmail.com

From: John Ulch [mailto:john.ulch@ulchtrailersales.com]
Sent: Sunday, February 10, 2019 6:07 PM
To: Lisa Finch <lfinch@huroncounty.ca>
Cc: John Ulch <john.ulch@ulchtrailersales.com>
Subject: application Heybolt

Attention Lisa Finch / Land Administrator.
Municipality of South Huron.

Re—File # C95 – 2018 / C94m- 2018

I am sending you this letter as an official objection of the application made by Heybolt Ontario Limited for the Conveyance of a parcel of land in the municipality of South Huron in the Town of Exeter.

Approval of this application would lead from a Low density R1 to a high density R3 . It also leads to three residential lots being squeezed into too small of lots with disrespect to the character of the neighbourhood.
I also have issue with the possible change of the entrance to this property from Huron Street to now Pryde Blvd. with the possibility of serving up to 10 families from this entrance / exit.
Also the plans for future building on the property that is now left empty are not included in this plan . If there are plans ,what are they. Would it be possible that when completed there could even be close to 20 families coming and going into this property ??

Thank You.

John Ulch.
John.ulch@ulchtrailersales.com

Consent Application Report – File # C95/2018

Owner: Heybolt Ontario Ltd	Date: February 12, 2019
Applicant: MR Engineering and Design Ltd., c/o Matt Runge and Tim Masse	
Property Address: 200 Huron Street	
Property Description: Plan 376 Pt Lot 1244 AS RP 22R315 Part 2, Exeter	

Recommendation:
That provisional consent be:

√ **granted with conditions (attached) and subject to Official Plan Amendment #16 being in full force and effect**
deferred (for …)
denied (referred to the County Committee of the Whole Day 1, for a decision)

Purpose:

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

Area Severed: 489 sq.metres	Official Plan Designation: Residential (Subject to Approval of SHu OPA #16)	Zoning: R1 (Subject to Approval of Z20/18)
Area Retained A: 489 sq.metres	Official Plan Designation: Residential (Subject to Approval of SHu OPA #16)	Zoning: R1 (Subject to Approval of Z20/18)
Area Retained B: 489 sq.metres	Official Plan Designation: Residential (Subject to Approval of SHu OPA #16)	Zoning: R1 (Subject to Approval of Z20/18)

Review: This application:

√ Is consistent with the Provincial Policy Statement (s. 3(5) Planning Act);
√ Does not require a plan of subdivision for the proper and orderly development of the municipality (s. 53(1) Planning Act);
√ Conforms with section 51(24) of the Planning Act;
√ Conforms with the Huron County Official Plan;
√ Conforms with the South Huron Official Plan (subject to Official Plan Amendment #16 being in full force and effect);
√ Complies with the municipal Zoning By-law (or will comply subject to a standard condition of rezoning or minor variance);
N/A Has been recommended for approval by the local municipality; and
X Has no unresolved objections/concerns raised (to date) from agencies or the public.

(Applications that do not meet <u>all</u> of the foregoing criteria will be referred to the County Committee of the Whole Day 1 for a decision)

Agency/Public Comments:

	Not Received or N/A	No Concerns	Comments/Conditions
Conservation Authority	N/A		
Neighbours/Public			• Concern with creation of three R1 lots in regard to existing development along Pryde Boulevard. • Question with proposed future uses on retained parcel proposed for future High Density residential Use.
Huron County Highways	N/A		
South Huron Staff			See conditions.

Purpose:

The purpose and effect of this application is for the creation of a new lot for residential infill purposes. The subject lands are a corner parcel; there is currently a vacant church on the southwest portion of the property (lands to be retained), no buildings or structures are located on the northwest of the parcel (lands to be severed). The proposed consent is for creation of a new lot at an area of 489 square metres and the retained parcel will result in two parcels each with an area of 489 square metres. This consent is being submitted concurrently with consent application C94/2018 which proposes to sever a vacant buildable lot for future residential use. Consent application C95/2018 proposed to sever the interior area of this newly severed lot and will result in three (3) future low density residential parcels.

Figure 1: Aerial of Subject Property

Figure 2: Subject Parcel with identified lands to be severed (outlined in red) and lands to be retained (outlined in yellow, resulting in retained parcel A and retained parcel B). The area shown in green represents retained parcel from concurrent consent application C94/2018.

Figure 3: Street View of Severed Parcel

Provincial Policy Statement (PPS):

The PPS encourages development that represents residential intensification as well as redevelopment of existing sites for the efficient utilization of infrastructure, and public service facilities. The proposed infill consent is in a residential neighbourhood which has low, medium and density housing in the surrounding area, and is aligned with the direction of the PPS to provide for a range of housing types and densities.

Huron County Official Plan:

The County Official Plan promotes opportunities for residential developments that are located where services are available and sprawl is minimized. Future development will be directed to include mixed uses, more compact forms of housing with increased densities, and a range of affordability to promote development that is compatible with the County's goals for sustainability.

South Huron Official Plan:

The South Huron Official Plan designation for the subject lands is currently Community Facility. The applicant has submitted a concurrent Official Plan Amendment to re-designate the subject lands from Community Facility to Residential. This consent is subject to the approval of the Official Plan Amendment which will proposes to recognize the parcel as a Residential Use.

The goals for residential development within Exeter include provisions for a wide variety of housing types and prices. The South Huron Official Plan echoes the PPS and County Official Plan with respect to the provision of housing development opportunities that make efficient use of land and services.

The land division policies of the South Huron Official Plan permit the creation of new lots in already developed areas via consent for purposes of infilling where the newly created property is in an area with services and the land abuts an open public road. This development can obtain access on an existing road, and water and sewer do service this area of town as confirmed by South Huron staff. The plan also specifies that the size of the new parcel is appropriate for the intended use and provides for compliance with the Zoning By-law unless the By-law is duly amended or a variance granted. In this case, a Zoning By-law amendment has also been submitted concurrently with the above noted Official Plan Amendment to rezone the severed parcel from Community Facility (CF) to Residential – Low Density (R1). The proposed severed and retained parcels would comply with lot provisions for frontage, depth and area for both the R1 zone provisions. It is recommended that a condition of this consent be that the rezoning application must be in force before the consent is finalized.

South Huron Comprehensive Zoning By-law 69-2018:

The subject lands at 200 Huron Street are currently zoned Community Facility (CF) in the South Huron Comprehensive Zoning By-law. The applicant has submitted a concurrent Official Plan and Zoning By-law Amendment application to re-designate the subject lands from

Community Facility to Residential and to change the zoning from Community Facility (CF) Zone to Residential Low Density (R1) Zone for the severed lands. The area under consent C95/2018 would be subject to re-designation to Residential and a zone change to Residential Low Density (R1).

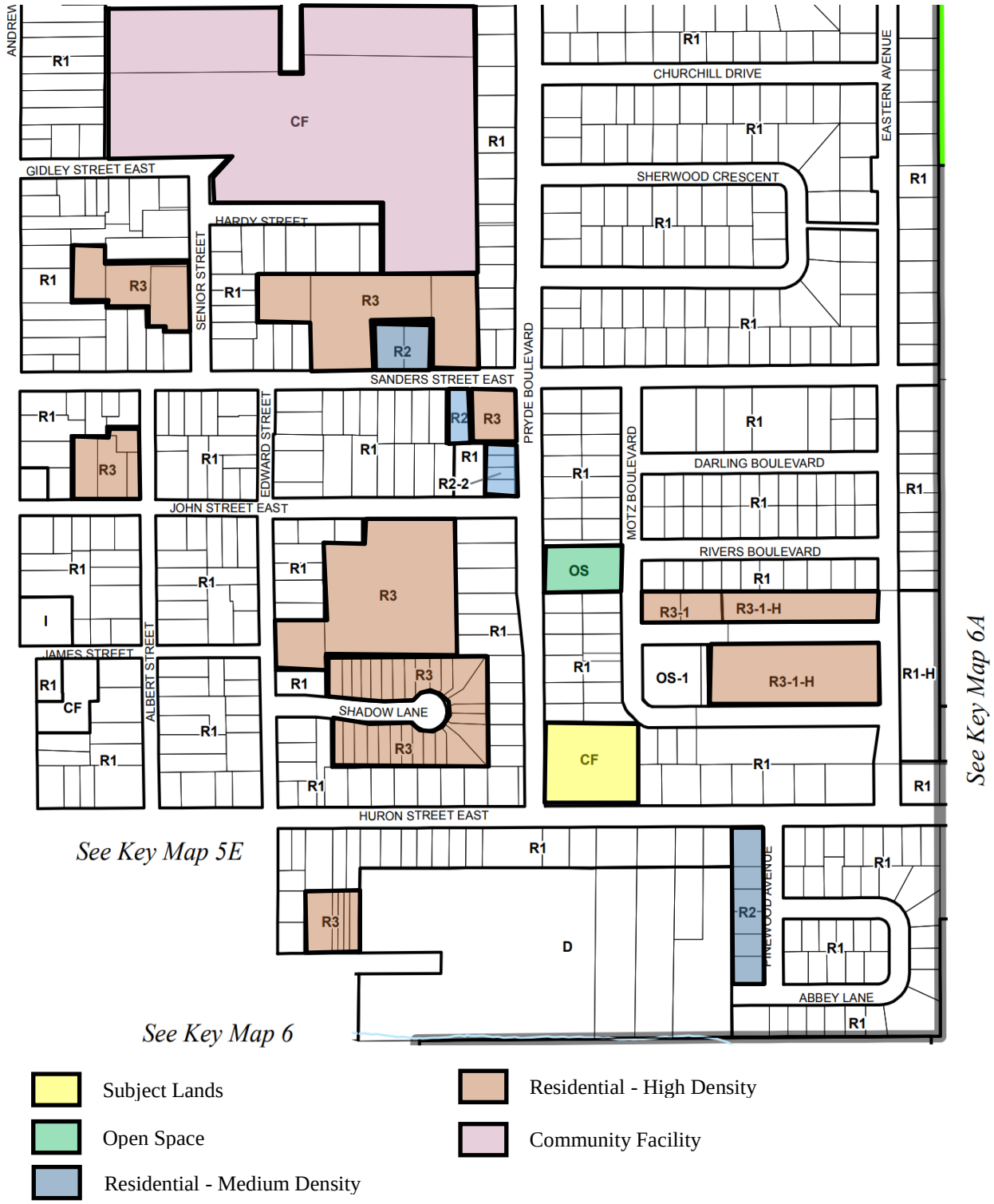
In review of the application for proposed severance, the severed and resultant retained parcels meet minimum lot frontage, lot depth and lot area under the South Huron Zoning By-law. The resultant outcome of consent B95/2018 is to sever an interior lot and result in two retained parcels. Following this consent, three (3) infill residential lots will result. The proposed infill residential lots to be created under this consent would be in conformity with the provisions of the R1 zone in the South Huron Zoning By-law. It is recommended that a condition of this consent be that the rezoning application must be in force before the consent is finalized. This application will be brought forward to South Huron Council following a recommendation by South Huron Council and final decision by Huron County Council on the consent application.

Table 1: Comparison Chart R1 Zone Provisions for proposed infill lots versus South Huron Zoning By-law zone provisions.

Zone Provision	**Requirement in South Huron Zoning By-law 69-2018 (based on single detached dwelling)**	**Proposed R1 Residential – Low Density Lot (severed, and resultant two retained parcels)**
Frontage (minimum)	15 metres	16.3 metres
Depth (minimum)	30 metres	30 metres
Zone area (minimum) interior property	450 square metres (interior)	489 square metres

Figure 4, on the following page, was included in the previous consent report and shows a visual representation of the range of uses and housing form existing in this neighbourhood. The proposed severed parcel will result in three residential low density (R1) lots that are similar to the existing R1 zoning in the surrounding area. The conversion to residential will be keeping with the neighbourood and similar R1 uses that exist along Pryde Boulevard. This parcel is also in proximity to the Main Street of Exeter, other Community Facility uses and an open space block. The intended use of the severed parcel is for future low density infill development.

Figure 4: Visual Representation of Surrounding Land Uses



Subject Lands

Open Space

Residential - Medium Density

Residential - High Density

Community Facility

Additional Comments:

This application has been circulated to municipal agencies for review and comment. Comments are highlighted in this report and included as conditions as applicable.

During the commenting period for the consent application three (3) formal letters of opposition were received from neighbours with concerns regarding the proposed infill lots, and design of the future R3 apartment lands. Materials received are included in this report.

Summary:

It is recommend that this severance application for creation of a new infill lot **be approved** as it meets the requirements of the Provincial Policy Statement, and Huron County and South Huron Official Plans (pending Official Plan Amendment # 16 being in full force and effect). The size of the severed and retained parcels both meet minimum zone provisions under the South Huron Zoning By-law for lot specifications and the subject lands are in an area of Exeter that has an existing range of uses and densities. A rezoning application has been submitted to support the proposed R1 zone and has also been made a condition of this consent. It is also a condition of this consent that the deed stamping of file C94/2018 be done prior to the stamping of C95/2018.

Sincerely,

'Original signed by' February 12, 2019

_____ _____

Sarah Martin, B ES Date

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

Expiry Period

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

Municipal Requirements

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

Survey/Reference Plan or Registerable Description

5. Provide to the satisfaction of the County and the Municipality:

a) a survey showing the lot lines of the severed parcel and the location of any buildings thereon, and
b) a reference plan based on the approved survey;

Zoning

6. Where a violation of any municipal zoning by-law is evident, the appropriate minor variance or rezoning be obtained to the satisfaction of the Municipality.
7. A rezoning application be approved to rezone the severed parcel to Residential Low Density (R1)

Other

8. The deed be registered for the parcels crated by file C94/2018 prior to final approval being granted for severance application C95/2018.

Note:

1. The Municipality of South Huron has identified that a frontage fee of $2,500 will apply to each of the created low density (proposed R1) lots fronting on Pryde Boulevard as a result of consent C94/2018 and C95/2018.

Correspondence Received on Consent Application C95/2018

February 8, 2019

Attention of Lisa Finch Land Division Administrator

RE: File #C95-2018..C94-2018

Municipality of South Huron

Please accept this letter as an official objection of the application made by Heybolt Ontario Limited for the conveyance of a parcel of land in the Municipality of South Huron in the Town of Exeter.

Approval of this application will lead from a low density R1 neighbourhood to a high density R3. It also leads to 3 residential homes being sandwiched into small lots which disrespects the character of the neighbourhood.

Thank You

George Keller

433 Pryde Blvd

Exeter, On N0M1S1

gekeller@sympatico.ca

Lisa Finch

From: wayne deluca <waynedeluca@hotmail.com>
Sent: Friday, February 08, 2019 1:27 PM
To: Lisa Finch
Subject: Re; File #c95-2018...C94-2018 Municipaliy of South Huron

Please accept this letter as an official objection of the application made by Heybolt Ontario Limited for the conveyance of a parcel of land in the Municipality of South Huron in the Town of Exeter.

Approval of this application will lead from a low density R1 neighbourhood to a high density R3. It also leads to three residential homes being sandwiched into small lots which disrespects the character of the neighbourhood.
Thank You

Wayne DeLuca
429 Pryde Blvd
Exeter Ontario N0M1S1
waynedeluca@hotmail.com

From: John Ulch [mailto:john.ulch@ulchtrailersales.com]
Sent: Sunday, February 10, 2019 6:07 PM
To: Lisa Finch <lfinch@huroncounty.ca>
Cc: John Ulch <john.ulch@ulchtrailersales.com>
Subject: application Heybolt

Attention Lisa Finch / Land Administrator.
Municipality of South Huron.

Re—File # C95 – 2018 / C94m- 2018

I am sending you this letter as an official objection of the application made by Heybolt Ontario Limited for the Conveyance of a parcel of land in the municipality of South Huron in the Town of Exeter.

Approval of this application would lead from a Low density R1 to a high density R3 . It also leads to three residential lots being squeezed into too small of lots with disrespect to the character of the neighbourhood.
I also have issue with the possible change of the entrance to this property from Huron Street to now Pryde Blvd. with the possibility of serving up to 10 families from this entrance / exit.
Also the plans for future building on the property that is now left empty are not included in this plan . If there are plans ,what are they. Would it be possible that when completed there could even be close to 20 families coming and going into this property ??

Thank You.

John Ulch.
John.ulch@ulchtrailersales.com

HURON COUNTY

PLANNING & DEVELOPMENT

57 Napier Street, Goderich, Ontario N7A 1W2 CANADA
Phone: 519.524.8394 Ext. 3 **Fax:** 519.524.5677 **Toll Free:** 1.888.524.8394 Ext. 3
www.huroncounty.ca

To: Municipality of South Huron, Mayor and Members of Council
From: Denise Van Amersfoort, Senior Planner
Date: February 14, 2019

RE: Pinnacle Quality Homes Plan of Subdivision 40T18002
Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron

Applicant: GSP Group Inc. c/o Brandon Flewwelling

This report is submitted for the Council Meeting on February 19, 2019.

RECOMMENDATION

It is recommended that Council of the Municipality of South Huron **support** Plan of Subdivision File 40T18002 with the attached conditions, and forward to the County of Huron for Draft Plan approval.

PURPOSE AND DESCRIPTION

The subject lands are located at the southeast end of Exeter and have a total area of approximately 5 hectares (12.4 acres). The subject property is currently vacant and is surrounded by residential development to the north (along Simcoe Street), agricultural lands to the east, a residential park development to the south and highway commercial uses to the west.

The Plan of Subdivision is proposed to proceed in two phases and to consist of 57 multiple attached units, 13 single detached dwellings, two stormwater management ponds and an open space block.

The subject property is designated Residential on Schedule C (Exeter Ward – Land Use Plan) of the South Huron Official Plan and currently zoned Residential Low Density (R1) and Future Development (D). Applications for Official Plan Amendment and Zoning By-law Amendment have also been received for the subject property and are addressed in a separate report.

Primary access to the subdivision will be from London Road with a secondary access from Simcoe Street. A new road will be approved through the Integrated Class EA process and constructed on lands outside of the Plan of Subdivision to serve as the connection between the proposed development and the Main Street/Highway 4 corridor. The subject lands for the new road are owned by the Municipality and currently contain Jessica's House.

The subdivision will be serviced through extension of municipal water and sanitary sewer. Stormwater from this development will be received by two stormwater management ponds to be constructed on the subject lands.

The multiple attached dwellings proposed within the Plan of Subdivision are also subject to site plan control by the Municipality of South Huron.

Figure 1: Aerial View of Subject Lands (outlined in red)

Proposed Location of Main Street/Hwy 4 Access

Figure 2: Proposed Access from Main Street/Hwy 4 Corridor

Figure 3: Draft Plan of Subdivision

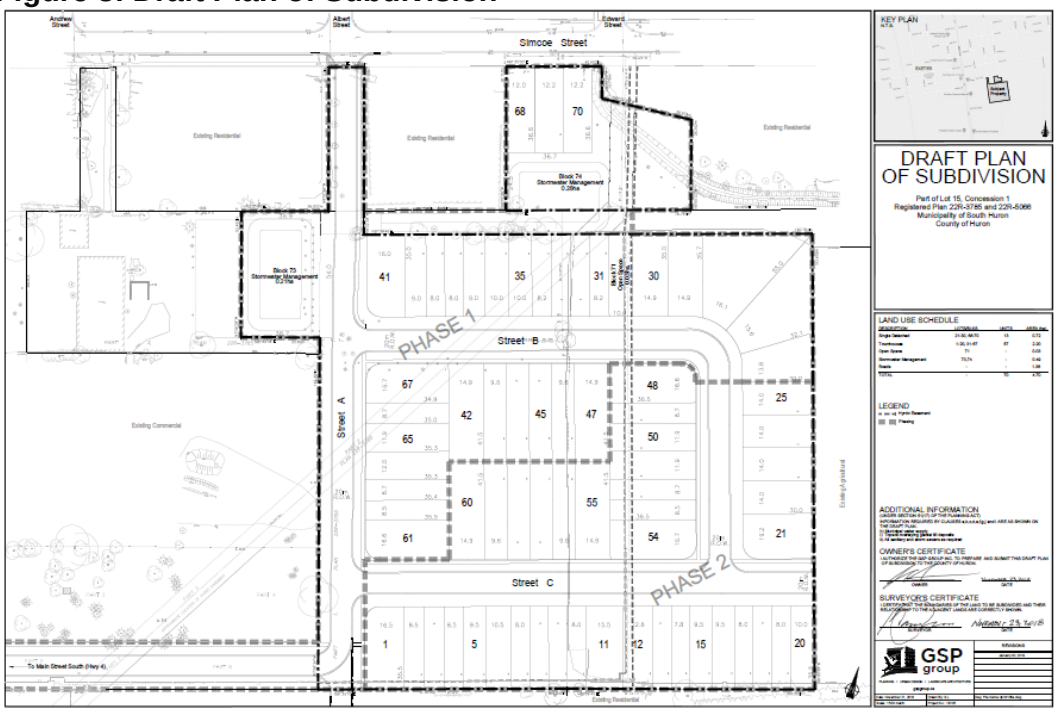


Figure 4: Proposed Access from Simcoe Street

Figure 5: Subject Lands from Simcoe Street looking south

PLANNING REVIEW

Plans of Subdivision are required to meet the criteria of the Planning Act, be consistent with the Provincial Policy Statement, and to conform to the County and local Official Plans. This section will discuss how the proposed development meets these requirements.

Planning Act

Section 51(24) of the Planning Act sets out a number of criteria against which a plan of subdivision is to be evaluated including having regard for the health, safety, convenience, accessibility for persons with disabilities, and the welfare of present and future inhabitants of the municipality, as well as thirteen additional matters. These matters are discussed below:

(a) effect of development on matters of provincial interest;

The proposed Draft Plan of Subdivision is consistent with the Provincial Policy Statement. The Provincial Policy Statement directs that settlement areas shall be the focus of growth and development, and their vitality and regeneration shall be promoted

The proposed development would increase the diversity of housing stock in the Exeter Settlement Area and utilize land allocated for future development.

(b) is the subdivision premature or in the public interest;

The subdivision proposes a residential development at a density which efficiently uses land, resources and infrastructure and shall provide a mix of dwelling types. The proposed development serves the needs of the community and is in the public interest.

(c) whether the plan conforms to the official plan and adjacent plans of subdivision, if any;

The Draft Plan conforms to the Huron County and Municipality of South Huron Official Plans. Exeter is identified as a Primary Settlement Area and is intended to be an area where growth and development are directed as it offers a full range of amenities.

(d) the suitability of the land for the purposes for which it is to be subdivided;

The subject lands are considered suitable for subdivision. It is currently designated Residential and zoned Low Density Residential and Future Development in the South Huron planning documents, indicating that is has been allocated for future residential growth in Exeter.

(e) roads;

The South Huron Director of Infrastructure and Development has reviewed proposed street design and impacts on existing streets in the Settlement Area of Exeter and found the design to be acceptable.

(f) the dimensions and shapes of the proposed lots;

The draft plan of Subdivision identifies the proposed lot boundaries, which are considered to be appropriate. The housing form is more compact that the South Huron Comprehensive Zoning By-law anticipated in an area of medium density but the resulting development achieves compatibility, increased affordability and diversification of the Exeter housing stock.

(g) the restrictions or proposed restrictions, if any, on the land proposed to be subdivided or the buildings and structures proposed to be erected on it and the restrictions, if any, on adjoining land;

The development of the site is regulated through the draft plan conditions, development agreement, Zoning By-law, Site Plan Control By-law and Ontario Building Code.

(h) conservation of natural resources and flood control;

The subject property is not affected by natural hazards as defined by Section 3.1 of the Provincial Policy Statement.

(i) the adequacy of utilities and municipal services;

The adequacy of utilities and municipal services for the subject property have been reviewed by the Director of Infrastructure and Development. Servicing requirements are addressed in the conditions for draft approval.

(j) the adequacy of school sites;

The Huron Perth Catholic School Board has submitted a letter saying they have no concerns with the draft plan of Subdivision.

(k) the area of land, if any, within the proposed subdivision that, exclusive of highways, is to be conveyed or dedicated for public purposes;

Due to the location and scale of the proposed Subdivision, there are no plans to require land to be conveyed for public parks. The conditions of draft plan approval include requirements for conveyance of lands containing stormwater management facilities, utility easements and cash in lieu of parkland requirements.

(l) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy;

Shared building walls, smaller dwelling units and developments within a walkable distance of parks, community facilities and commercial areas contribute to the conservation of energy.

(m) the interrelationship between the design of the proposed plan of subdivision and site plan control matters.

The proposed multiple attached dwellings in the subdivision are subject to site plan control and matters such as parking, setbacks, planting strips and/or fencing will be taken into consideration to optimize a cohesive design.

<u>Provincial Policy Statement (2014) and Huron County Official Plan</u>

The Provincial Policy Statement (PPS), Huron County Official Plan and South Huron Official Plan direct development and growth to identified Settlement Areas. The Provincial Policy Statement and Huron County Official Plan (s. 7.3.2.1) encourage mixed use development, with an increase in overall density and adaptable forms of housing. The County Official Plan encourages large scale residential development to be located where social, health and other services are available (s. 7.3.2.3). It encourages growth and development to occur on

full municipal services in primary settlement areas (s. 7.3.4). Finally, the Huron County Official Plan established targets to promote housing affordability (Section 7.2.3.4). This development is consistent with the policies included in the PPS and the County Official Plan.

South Huron Official Plan

The South Huron Official Plan provides more specific direction with respect to development in Exeter. It is envisioned that Exeter will be a main centre of growth within South Huron with the full complement of municipal services, servicing capacity, regional services and land required to accommodate projected population and employment growth. Exeter is a 'P1' settlement area which means it is expected to experience the greatest amount of growth in the County, being allocated 75% along with other P1 settlement areas such as Goderich, Seaforth, Clinton and Wingham.

Future residential development is in Exeter encouraged to provide a full range of housing options to meet the needs of current and future residents. As of the 2016 Census, the total number of dwellings in South Huron was 4250; of those dwellings, 3,365 (79%) were single detached dwellings and 245 (5%) were multiple attached dwellings. Future residential development is directed to include a range of densities and a mix of housing types that promote walkability (Section 7.5.5.1). There is a specific section of the Official Plan which addresses 'New Residential Neighbourhoods within Exeter' (Section 7.5.5.4.12); this section addresses aspects of new development include design, built form, viewsheds, landscaping, road network design, sidewalks, energy conservation, provision of parkland, and land use compatibility. The proposed development conforms to the vision and policies of this section of the Official Plan.

In terms of affordability, this development meets the intent of the Huron County and South Huron Official Plans in that eighty percent (80%) of the units proposed are medium density, there is a mix of unit types, and a range of affordabilities. The developer has provided a memo outlining how the proposed development fits into the current real estate market in Exeter and while it is acknowledged that this development does not propose affordable units to the definitions outlined in the Official Plans, the housing proposed is in line with the average asking price of units in Exeter (approximately $348,000).

In summary, it can be concluded that the proposed residential development meets the intent and vision of the South Huron Official Plan.

Phases

The Plan of Subdivision will be registered in two phase. Phase 1 includes 8 single detached dwellings, 24 multiple attached units, two stormwater management ponds, and an open space block. The open space block abuts one of the stormwater management facilities and contains the buried hydro line. Phase 2 includes 5 single detached dwellings and 33 multiple attached units.

Access

Primary access into the subdivision will be off London Road with a secondary access off of Simcoe Street. The London Road access involves the approval of a new road. The new road will be located on the lane which currently serves Jessica's House. The road connection to Highway 4 (London Road) is an element of infrastructure required to serve the development but is outside the boundaries of the Plan of Subdivision; the Integrated Environmental Assessment approach is being utilized to address the approval requirements

of the new road. The Simcoe Street access will be located on lands immediately south of Albert Street. Lots 68, 69 and 70 front onto Simcoe Street and will form part of the Simcoe Street streetscape. The balance of the subdivision will be serviced by new roads internal to the subdivision; these roads will become public streets to the satisfaction of the Municipality.

Servicing

This development will be connected to municipal water, sanitary sewer and storm sewers. There are also two (2) internal stormwater management facilities proposed (located in Block 73 and Block 74). There is a narrow strip of land which is outside of the draft Plan of Subdivision but is owned by the Municipality and will be required to be developed as part of the stormwater management facilities. Ownership of these facilities will ultimately be transferred to the Municipality.

A Hydro One easement extends across the subject lands running east-west along the southern extent of the land and then turning to run north-south to Simcoe Street. This buried line was relocated based on the draft Plan of Subdivision proposed; due to changes in the draft Plan, the hydro easement now runs in the backyards of eighteen (18) dwelling units. The easement is addressed through the proposed zoning amendment. The open space block that is proposed with the Plan accommodates the buried line.

Parkland

Cash in lieu of parkland dedication will be provided to the Municipality of South Huron.

There was concern raised in the letter from Lori Pozniak that there is insufficient access to green space for the future residents of the development. Victoria Park (located at 125 Huron Street West and containing a wading pool and play equipment) is located 710 metres from this development if a person were to walk north on Albert and west on Huron. There are sidewalks along the duration of this route and it is estimated that this walk would take the average adult less than 10 minutes. Pryde Park (located between Pryde and Motz south of John Street) is an open green space located 760 metres from the development which could also be reached in less than a 10 minute walk. Policy 7.5.5.4.12.k. of the South Huron Official Plan states “Residential developments which include 10 or more units with 2 or more bedrooms will include safe access to an appropriately sized outdoor children's play area that is safely accessible from all units in the development and walkable within 800 metres”; this development meets that criteria.
The owners of individual parcels will also have access to private green space in their rear yards.

Zoning

Related Official Plan and Zoning By-law Amendment applications have been submitted in conjunction with the proposed Plan of Subdivision. The effect of these applications would be to: create a site-specific special policy area wherein multiple attached dwellings are permitted to have six (6) units per building and to permit site-specific zoning for both the proposed single detached and multiple attached dwelling units which create relief from multiple provisions of the South Huron Comprehensive Zoning By-law. These applications are addressed in a separate report.

Site Plan Approval and Building Permit Requirements

The South Huron Site Plan Control By-law applies to multiple attached dwellings containing four or more units. This additional process will allow Council to review the building elevations, site specific lot grading and drainage, etc.

The building permit process will also be slightly different for the multiple attached dwellings due to the time at which the unit boundaries are being established. In recent years, Plans of Subdivision including multiple attached dwellings have taken the approach of establishing all of the unit boundaries at the time of final approval of the Draft Plan; this is different than the traditional approach which was to establish blocks, build the units and then apply part lot control to sever the dwelling units onto separate titles. The new approach requires an additional building permit process as the foundation walls must align exactly with the unit boundaries. Through a condition of the Plan of Subdivision, the developer must enter into an agreement with the Municipality to confirm the foundations align with the unit boundaries (certified by an Ontario Land Surveyor) prior to obtaining a building permit to construct the rest of the dwelling. If the foundation is in the wrong location – it is the responsibility of the developer to remove the foundation and pour it again to coincide with the unit boundary.

OTHERS CONSULTED

South Huron Staff have reviewed the submission and provided written confirmation of the acceptance of the site servicing design, stormwater management plan and road design. South Huron Staff contributed to the drafting of the Draft Plan Conditions and will take the lead on drafting the Development Agreement.

The Plan of Subdivision application was circulated to agencies and the public by the County of Huron in accordance with the Planning Act. The following comments have been received by the County of Huron:

Union Gas

Request that as a condition of final approval the owner/developer provide to Union the necessary easements and/or agreements required by Union for the provision of gas services for this project, in a form satisfactory to Union. Comments have been addressed through recommended conditions to draft plan approval.

Canada Post

Request that as a condition of final approval, a series of requirements relating to the provision of a community mailbox be included to the satisfaction of Canada Post. Comments have been addressed through recommended conditions to draft plan approval.

Historic Saugeen Metis

No concerns with the proposed development.

Huron-Perth Catholic District School Board

No concerns with the proposed development.

Huron County Housing

There is limited information within the initial submission to understand if any of the units within this development will allow for affordability. In response to these comments, the developer's Planner has submitted an Addendum to the Planning Justification report which outlines how the proposed development addresses the affordability criteria in the South Huron Official Plan.

Comments from the Public

Written comments were received from one member of the public; a letter from Lori Pozniak (dated February 7, 2019) is provided with this report for Council's consideration.

Oral submissions were made at the public meeting by four members of the public in addition to the developer. All members who provided oral comments were followed up with by Planning staff for the purpose of providing clarification, answering questions and explaining next steps in the process. A summary of those discussions is provided in the chart below.

Chart 1: Summary of Discussion with Property Owners who made Oral Submissions at Public Meeting

Name	Address	General Nature of Comments Provided
Lori Pozniak	506 Andrew Street	Provided additional written comments to clarify thoughts after the public meeting.
Larry Markle	71-73 Simcoe Street	Additional information was provided to Mr. Markle from the developer's engineers via the Planner. Mr. Markle is aware that the laneway running along the east boundary of his property meanders over the property line and will need to be reoriented onto his property. Mr. Markle is aware that a number of trees will be removed from the lands to the east of his property and suggests that if the trees could be re-used, they should be as they are well established. Mr. Markle is not in favour of a fence down the east boundary of his property as it may cause issues with future development plans.
Vicki Gower	95 Simcoe Street	Concerned with overland flow from creek and the potential for basements to flood. Indicated that the hedges surrounding her property and neighbouring property to the west are well established, provide privacy and should be retained.
Charles Miner	41 Simcoe Street	*Planning staff have been unable to reach Mr. Miner. The majority of the comments submitted at the public meeting were with respect to the proposed stacked townhouse development, not the Plan of Subdivision.

If additional comments are received between the submission of this report and the Council meeting they will be presented verbally to Council. If there are agency comments submitted following the Council meeting that would result in further conditions being attached, the County of Huron, as the approval authority, will review them prior to County Council making a decision on draft plan.

PROCESS

The Municipality of South Huron is a commenting authority on Plan of Subdivision applications. The County of Huron is the approval authority who makes the final decision on the application and draft conditions. As per standard process in the County, the Municipality of South Huron held the public meeting for this application on the County's behalf with a County Councillor in attendance.

South Huron can choose to support the application with conditions (see attached) or recommend deferral for more information or denial. Following the decision of local Council, the application will be forwarded to the Huron County Council Day 1 for consideration. A conditional decision on draft approval of the Plan of Subdivision will be made by Huron

County Council. If approved, a 20-day appeal period will begin following the circulation of the notice of draft plan approval of the application.

The developer will have three (3) years to complete the conditions of draft plan approval, unless they apply for and receive an extension. Once the conditions are fulfilled – the County of Huron gives final approval and the developer can register the Plan of Subdivision and begin selling units. In this case, the developer has stated their intention to register in two phases.

SUMMARY

I am satisfied that the proposed Plan of Subdivision conforms to section 51(24) of the Planning Act and is consistent with the vision and direction provided in the Provincial Policy Statement and the County of Huron and South Huron Official Plans. I am also satisfied that the issues raised by agencies and members of the public and issues of concern to the Municipality of South Huron are addressed by the list of recommended conditions, as attached.

I will be in attendance at the February 19th Council meeting to answer questions of Council and the public.

Sincerely,
'Original signed by'

_____
Denise Van Amersfoort, Senior Planner

Site Inspection: January 28, 2019

CONDITIONS OF DRAFT APPROVAL FOR
PLAN OF SUBDIVISION

File: 40T18002

Subdivider:	GSP Group – B. Flewwelling (Pinnacle Quality Homes)
Lower Tier:	Municipality of South Huron
Subject Lands:	Part of Lot 15, Concession 1 with ROW, Concession, Parts 4 to 7 of Registered Plan 22R-5066; Part 8 of Registered Plan 22R3785; Parts 4 and 5 Plan 376; Lots 1327, 1320, 1332, 1333, 1334 and 1336 of Plan 376 as Parts 1 and 2 of Registered Plan 22R891, Exeter and Usborne Wards, Municipality of South Huron, County of Huron.
Date of Draft Approval:	TBD

WHEREAS, the application for the subdivision has been circulated according to the Delegation Orders of the Minister of Municipal Affairs and the County of Huron's Planning Procedures Manual;

AND WHEREAS the application affects an area designated for residential development in the Municipality of South Huron Official Plan;

AND WHEREAS any issues raised during the circulation of the application are addressed by the following conditions to draft approval;

NOW, THEREFORE the Council of the Corporation of Huron hereby issues draft approval to subdivision file 40T18002, Part of Lot 15, Concession 1 with ROW, Concession, Parts 4 to 7 of Registered Plan 22R-5066; Part 8 of Registered Plan 22R3785; Parts 4 and 5 Plan 376; Lots 1327, 1320, 1332, 1333, 1334 and 1336 of Plan 376 as Parts 1 and 2 of Registered Plan 22R891, Exeter and Usborne Wards, Municipality of South Huron, County of Huron, and the following conditions shall apply. The following conditions have been established by the County of Huron and must be met prior to the granting of final approval:

Draft Conditions

Description

1. This approval applies to Pinnacle Quality Homes Draft Plan of Subdivision (Part of Lot 15, Concession 1 with ROW, Concession, Parts 4 to 7 of Registered Plan 22R-5066; Part 8 of Registered Plan 22R3785; Parts 4 and 5 Plan 376; Lots 1327, 1320, 1332, 1333, 1334 and 1336 of Plan 376 as Parts 1 and 2 of Registered Plan 22R891, Exeter and Usborne Wards, Municipality of South Huron, County of Huron, dated January 30, 2019 and referred to as Drawing Number dp19106d, as prepared by the GSP Group, hereafter referred to as 'draft plan'.

Phasing

2. The subdivision will be registered in two phases as per the phasing plan identified on the draft plan.

3. That any road or stormwater management and drainage infrastructure required for the independent development of either phase shall be completed to the satisfaction of the Municipality of South Huron prior to the registration of the respective Phase.

Roads

4. That roads be developed to a standard acceptable to the Municipality of South Huron.

5. The road allowances and future road blocks shown on the draft plan shall be dedicated to the Municipality of South Huron.

6. The roads shown on the draft plan be named and number for 911 purposes to the satisfaction of the Municipality of South Huron and the County of Huron

7. Any deed ends and/or open sides of road allowances created by this Plan of Subdivision shall be terminated in 0.3 metre reserve to be conveyed to and held in trust by the Municipality of South Huron until required for future road allowances or the development of adjacent land.

8. The development of the municipal street which will serve as the connection to the Main Street/Highway 4 corridor will be built at the Subdivider's initial expense to a basecoat asphalt standard prior to occupancy permits being issued for Phase 1. This roadway and associated municipal infrastructure shall be cost shared be the Subdivider and the Municipality of South Huron on a 50% - 50% basis using actual tendered costs, including engineering.

Easements and Blocks

9. Any easements required for municipal services will be provided by the Subdivider to the satisfaction of the Municipality of South Huron.

10. Easements will be created for the purpose of rear yard access affecting Lots 1-20, 31-41, 42-67.

11. Any easements as may be required for any utility purposes, including but not limited to electricity, telecommunications, cable, gas and hydro shall be granted by the Subdivider gratuitously to the appropriate authorities to their satisfaction.

12. An easement for the catch basin and catch basin lead located in Block 72 will be dedicated to the Municipality of South Huron.

13. Block 71 will be dedicated to the Municipality of South Huron.

Subdivision Agreement

14. The Subdivider shall enter into a Subdivision Agreement with the Municipality of South Huron which shall list all requirements, including financial or otherwise for the development of the subdivision plan including but not limited to the following:
    a. provisions for phases;
    b. provision for roads to a standard acceptable to the Municipality of South Huron and for the naming of such roads;
    c. provisions for the development of the municipal street which will serve as the connection to the Main Street/Highway 4 corridor;
    d. provisions for the Owner to install "No Parking" signs of a design satisfactory to the Municipality of South Huron to restrict street parking on Street 'A' and identify any fire routes.
    e. provisions for the allocation of municipal reserve capacity for water and sewer that is coordinated with the phases;
    f. provisions for the installation of and connection to municipal services (water, sanitary and storm systems);
    g. provision of storm water management facilities including the facilities required to be built on lands currently owned by the Municipality of South Huron (forming part of Block 74);
    h. provision of grading and drainage plans and related installations;
    i. provision of trees and landscaping on streets and any other public areas;
    j. provision of a planting strip on the east edge of the Simcoe Street access if the existing cedar hedge is removed;
    k. provision of sidewalks;
    l. provision of a temporary, gravel cul de sac being located at the east extent of Street "B" within the Phase 2 area including a temporary guiderail type barricade installed as per OPSD 912.532;
    m. provisions to address requirements by other review agencies;
    n. see Condition 30 regarding Canada Post; and
    o. other such matters as determined by the Municipality of South Huron.

15. A copy of the Subdivision Agreement shall be provided to the County of Huron, Planning and Development Department, prior to final approval.

16. The Subdivision Agreement shall be registered against the lands to which it applies by the Municipality of South Huron, and paid for by the Subdivider.

Engineering Drawings

17. Prior to final approval of each phase and sub-phase, the Subdivider shall submit for approval subdivision design drawings (including preliminary design sketches for all public works and services within the entire subdivision as per the Function Servicing Report), prepared and certified by a Professional Engineer to the satisfaction of the Municipality of South Huron.

Servicing

18. That the Subdivider agrees in writing to satisfy all requirements, financial and otherwise, of the Municipality of South Huron concerning the provision of roads, installation of services, drainage, and water and sewage capacity.

19. That a street lighting plan be submitted and approved by the Municipality of South Huron.

20. The owner/developer shall enter into an agreement with Hydro One Networks Inc. regarding electrical services and supply.

21. That Hay Communications, Bell Canada or any other communication provider selected by the Subdivider, advise the County that satisfactory arrangements have been made for the installation of underground telephone facilities on the site and connecting facilities to the site and the developer sign a letter of understanding with the communication provider. The developer shall confirm with Municipality the number and location of services provided.

22. The owner agrees to provide Union Gas Limited, the necessary easements and/or agreements required by Union Gas Limited for the provision of gas services for this project, in a form satisfactory to Union Gas Limited.

Storm Water Management

23. Prior to final approval, the Subdivider shall submit the following reports prepared by a qualified professional engineer, and completed to the satisfaction of the Municipality of South Huron:
    a. A final storm water management plan;
    b. Details regarding the maintenance of any stormwater management facilities.
    c. A storm water management Maintenance Manual.

24. Prior to final approval, the Subdivider shall submit the following reports, prepared by a qualified professional engineer, and completed to the satisfaction of the Municipality of South Huron:
    a. An final overall lot grading and drainage plan;
    b. A final erosion and sedimentation control plan.

25. Blocks 73 and 74 be dedicated to the Municipality of South Huron for the purposes of stormwater management following the complete construction of all facilities outlined in the stormwater management plan including those facilities located on lands currently owned by the Municipality of South Huron.

Zoning

26. The subject lands be zoned to the satisfaction of the Municipality of South Huron.

Park Land

27. Cash in lieu of parkland be conveyed to the Municipality of South Huron as per Section 51.1 of the Planning Act.

Foundation Construction

28. That the Subdivider shall enter into an agreement with the Municipality of South Huron which ensures the foundations of each of the multiple attached dwelling units are constructed in accordance with the draft plan; to the satisfaction of the Municipality of South Huron.

Fencing

29. That the Subdivider shall agree to fence the western extent Block 73 and Street A from Block 73 South to the new street and the north extent of the new street (along the Jessica's House property).

Canada Post

30. Prior to final approval, the Subdivider shall consult with Canada Post to determine suitable permanent locations for the Community Mail Boxes and that the locations will be indicated on the appropriate servicing plans.

31. The Subdivision Agreement shall contain the following clauses:

    a. *The Subdivider covenants and agrees to provide the Municipality of South Huron with evidence that satisfactory arrangements, financial and otherwise, have been made with Canada Post Corporation for the installation of Community mail Boxes (CMB) as required by Canada Post Corporation and as shown on the approved engineering design drawings/Draft Plan at the time of sidewalk and/or curb installation. The subdivider further covenants and agrees to provide notice to prospective purchasers of the locations of CMBs and that home/business mail delivery will be provided via CMB, provided the Subdivider has paid for the activation and equipment installation of the CMBs;*
    b. *The developer agrees, prior to offering any units for sale, to display a map on the wall of the sales office in a place readily accessible to potential homeowners that indicates the location of all Community Mail Boxes within the development, as approved by Canada Post.*
    c. *The developer agrees to include in all offers of purchase and sale a statement which advises the purchaser that mail will be delivered via Community Mail Box. The developer also agrees to note the locations of all Community Mail Boxes within the development, and to notify affected homeowners of any established easements granted to Canada Post to permit access to the Community Mail Box.*
    d. *The developer will provide a suitable and safe temporary site for a Community Mail Box until curbs, sidewalks and final grading are completed at the permanent Community Mail Box locations. Canada Post will provide mail delivery to new residents as soon as the homes are occupied.*
    e. *The developer agrees to provide the following for each Community Mail Box site and to include these requirements on the appropriate servicing plans:*
        -Any required walkway across the boulevard, per municipal standards;
        -Any required curb depressions for wheelchair access, with an opening of at least two metres (consult Canada Post for detailed specifications); and
        -A Community Mailbox concrete base pad per Canada Post specifications.

Financial Requirements

32. The Subdivider shall pay any outstanding charges to the Municipality of South Huron prior to final Approval.

33. The Subdivider agree to pay all costs associated with water and sewer recovery as per By-law 59-2003 as amended by By-law 41-2004 of the Municipality of South Huron to the satisfaction of the Municipality of South Huron.

    Under By-law #59-2004 the area under development shall be defined as lands being developed for residential use serviced by municipal infrastructure on London Road South, including associated road allowances fronting or flanking the residential lots; but excludes SWM facility lands, road allowance for access roads to Simcoe Street and London Road South.

    The By-law cost recovery fee shall be due and payable by each phase of the subdivision, at the time of issuance of the first building permit in each phase.

34. Reimbursement of any legal, and/or engineering and consulting fees and disbursements incurred by the Municipality of South Huron in connection with the review or approval of this plan of subdivision, shall be made.

35. Reimbursement of any legal, and/or engineering and consulting fees and disbursements incurred by the County of Huron in connection with the review or approval of this plan of subdivision, shall be made.

Lapsing

36. The proponent has three (3) years from the date of draft approval of this plan of subdivision to obtain final approval from the County. If final approval is not obtained before three (3) years from the date of draft approval, and in the absence of an extension applied for by the Subdivider and approved by the County, then the draft approval shall be deemed to be void.

Clearances

37. The County is to be advised in writing by the appropriate agencies how the foregoing conditions have been satisfied.

NOTES TO DRAFT APPROVAL

1. It is the applicant's responsibility to fulfill the conditions of draft approval and to ensure that the required clearance letters are forwarded by the appropriate agencies to the County of Huron.

2. An application for final approval of the Plan of Subdivision must be submitted to the County of Huron with copies of the required clearance letters. Be advised the County of Huron requires a **minimum of two weeks** to review an application for final approval of a Plan of Subdivision.

3. A copy of the final M-Plan is required by the County of Huron and the Municipality of South Huron.

4. It is the responsibility of the Subdivider to provide the approval body with the required information and fees to extend this draft approval. Should this information and fees not be received prior to the lapsing date, the Draft Plan Approval will lapse. There is no authority to revise the approval after the lapsing date. A new subdivision application under Section 51 of the Planning Act will be required.

5. An updated review of the plan and revisions to the Conditions of Approval may be necessary if an extension is to be granted.

6. Clearances are required from the following:

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

Shirley Brundritt
Lands Support Analyst
Union Gas Limited
50 Keil Drive North, P.O. Box 2001
Chatham, Ontario, N7M 5M1

Canada Post
2701 Riverside Drive
Ottawa, ON, K1A 0B1

Hydro One Networks Inc., if applicable
483 Bay Street
South Tower, 8th Floor Reception
Toronto, Ontario M5G 2P5

County of Huron Planning & Development Department
57 Napier Street,
Goderich, Ontario, N7A 1W2

PLANNING & DEVELOPMENT
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www.huroncounty.ca

To: Municipality of South Huron, Mayor and Members of Council
From: Denise Van Amersfoort, Senior Planner
Date: February 12, 2019

RE: Official Plan Amendment No. 17 and Zoning By-law Amendment Z19/2018
Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron

Applicant: GSP Group Inc. c/o Brandon Flewwelling

This report is submitted for the Council Meeting on February 19, 2019.

RECOMMENDATION
It is recommended that:

1. Council adopt Official Plan Amendment No. 17 to the South Huron Official Plan and forward to the County for approval;
2. Council defer the portion of the Zoning By-law Amendment involving a change from D to R3-9 to allow for further review and discussion with interested parties;
3. Council pass a motion under 34(17) to note that a change has been made since the time of the Public Meeting but that no further notification is required; and
4. Council approve the balance of Zoning By-law Amendment Z19/2018.

PURPOSE AND EFFECT
The subject lands are designated Residential in the South Huron Official Plan. The lands are currently zoned R1 (Low Density Residential) and Development (D) in the South Huron Official Plan. The subject lands are approximately 5.5 hectares (13.8 acres). The subject lands are comprised of agricultural fields, a former paddock and two agricultural buildings (sheds).

The Official Plan Amendment requests a maximum number of multiple attached units per building of 6 (six) when the South Huron Official Plan currently limits to 4 (four) per building. The Official Plan Amendment applies to the entirety of the subject lands (see Figure 1).

The Zoning By-law Amendment application proposes to rezone the land to permit a Plan of Subdivision on a portion of the lands and a stacked townhouse development on a portion of the lands (see Figure 2).

The Plan of Subdivision portion (12.5 acres in size) is proposed to be re-zoned to R2-3 (Medium Density Residential Special Provisions), R2-4 (Medium Density Residential Special Provisions),

OS (Open Space), and OS-1 (Open Space Special Provisions). The stacked townhouse portion (1.3 acres in size) is proposed to be zoned R3-9 (Residential High Density Special Provisions).

Figure 1 – Aerial View of Lands Subject to Official Plan Amendment

Figure 2 – Aerial of Lands Subject to Zoning By-law Amendment
(Proposed Stacked Townhouse Development in blue, Proposed Plan of Subdivision in yellow)

Figure 3 – Excerpt from Zone Map 5E with Proposed Amendments Noted

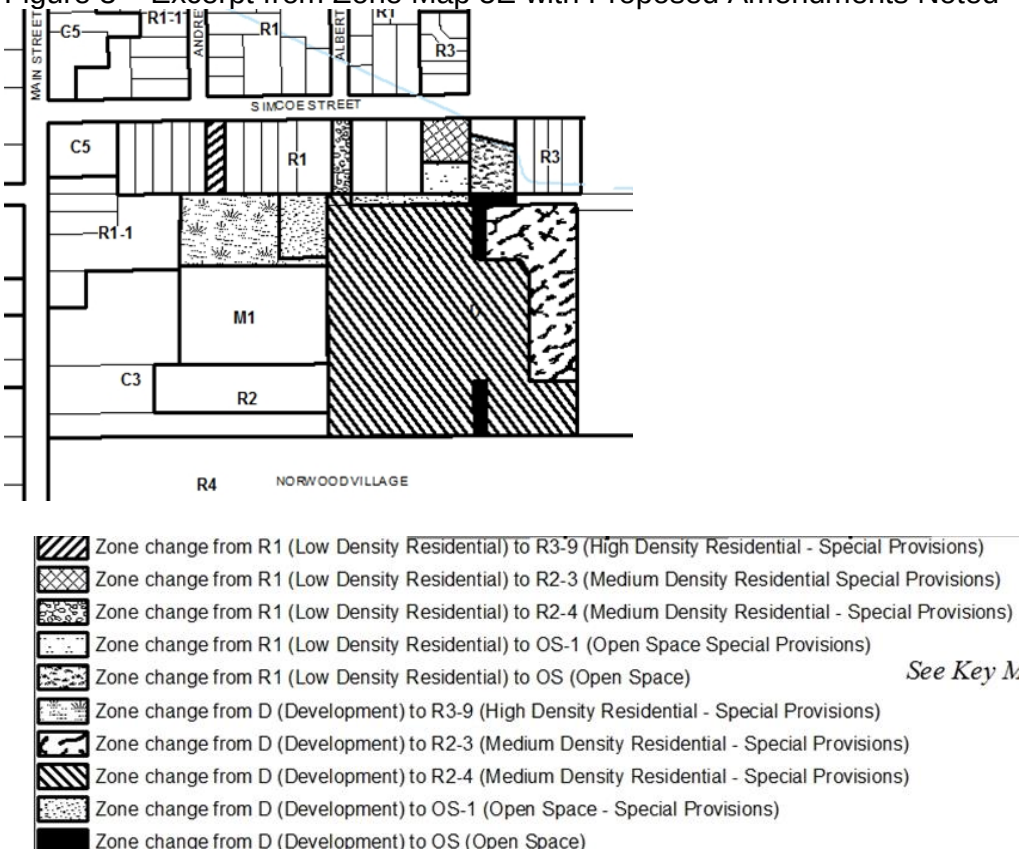


Figure 4: Draft Plan of Subdivision

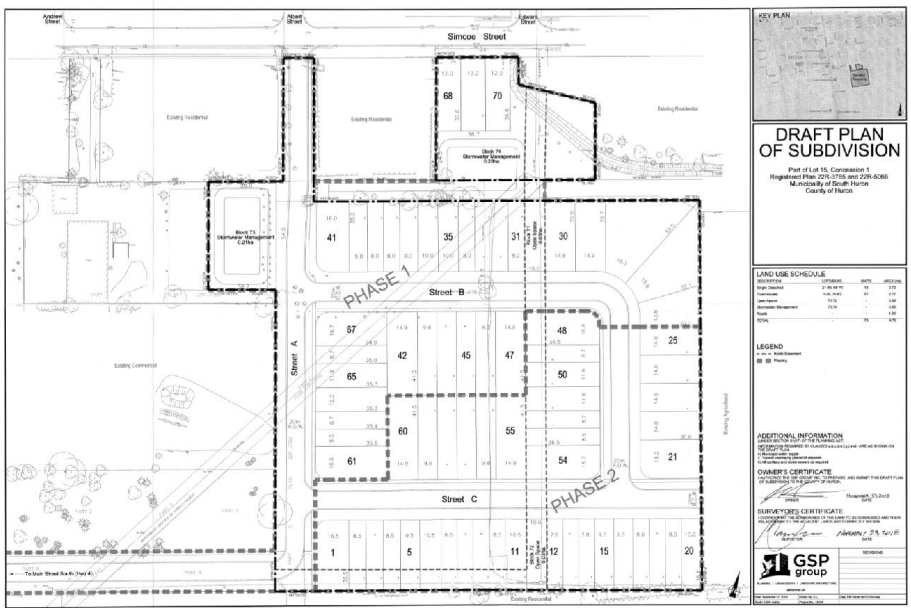


Figure 5: Concept Plan for Stacked Townhouse Development

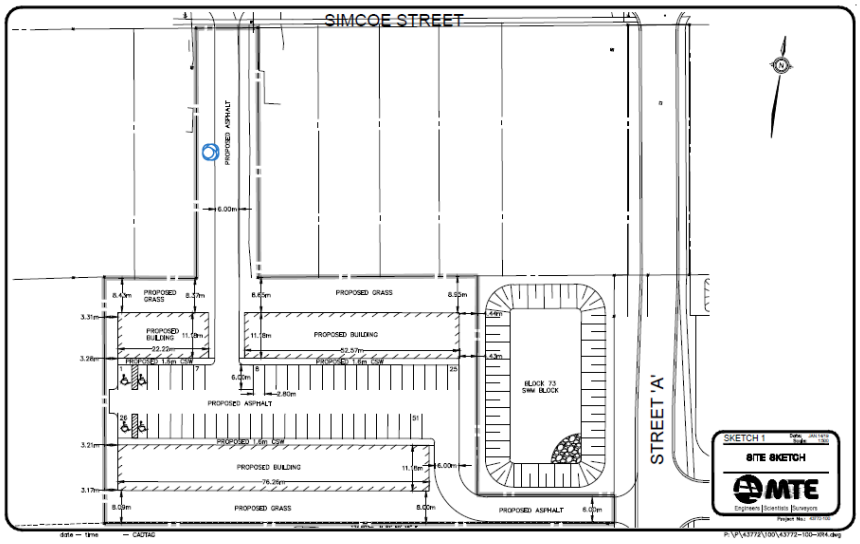


Figure 6: Conceptual Building Elevations for Stacked Townhouse Development

PLANNING REVIEW

The subject applications are Official Plan Amendment No. 17 to the South Huron Official Plan and Zoning By-law Amendment Application Z19/2018 to the South Huron Comprehensive Zoning By-law 69-2018.

<u>Official Plan Amendment No. 17</u>

The Official Plan amendment proposes a site specific Special Policy Area to permit a maximum number of multiple attached units per building of six (6) when the South Huron Official Plan currently sets a maximum number of four (4) units per building. There are a number of other buildings in the surrounding neighbourhood which feature more than four (4) multiple attached units.

In assessing the proposed amendment, direction provided by the Provincial Policy Statement and County of Huron Official Plan is relevant. The Provincial Policy Statement (PPS) is supportive of development which makes efficient use of land and resources such as

infrastructure (Policy 1.1.3.2).The PPS clearly directs that growth shall result from intensification and redevelopment which this development can be considered and is further supportive of a mix and range of housing types and densities (Policy 1.4.3). The County of Huron Official Plan provides direction for the provision of housing with respect to growth allocation, affordability and intensification targets. Exeter is defined as a P1, Primary Settlement Area within the County of Huron Official Plan and thus is one of the areas where 75% of the County's growth is being directed (Policy 7.3.2.2). This OPA meets the goals and policies of the Huron County Official Plan in that it contributes to the diversification of the housing stock in Exeter and facilitates increased density overall.

The proposed Special Policy Area to permit multiple attached units containing six (6), rather than four (4), units in one building is considered appropriate, consistent with the Provincial Policy Statement and County of Huron Official Plan.

Zoning By-law Amendment Z19/2018

For the purpose of this report, the Zoning By-law Amendment is divided into two sections: the zone changes required to facilitate the proposed Plan of Subdivision and the zone changes required to facilitate the proposed stacked townhouse development.

1) Plan of Subdivision Zone Changes

The applicant proposes to develop a residential subdivision consisting of 57 multiple attached units, 13 single detached dwellings, two stormwater management ponds and two open space blocks. This development proposes to amend the zoning from Development (D) and Low Density Residential Zone (R1) to a Residential Medium Density Special Provisions zone (R2-3) and Residential Medium Density Special Provisions zone (R2-4), as well as Open Space (OS) and Open Space Special Provision (OS-1), to permit stormwater management ponds.

The R2-3 Zone is proposed to apply to the single detached dwellings and seeks relief from the requirements of zone area for interior properties, frontage and front yard depth (see Chart 1).

The R2-4 Zone is proposed to apply to the multiple attached dwellings and seeks relief from the requirements for frontage, zone area, property depth, rear yard depth, number of dwellings per building, and setbacks to easements (see Chart 2).

The OS and OS-1 zones are proposed to apply to the proposed stormwater management facilities.

Chart 1: Amendments to Section 20.4 to permit R2-3 Special Zone

Zone Provision	Requested	Required by SH ZBL
Zone Area (minimum) Interior Property	420 square metres	450 square metres
Zone Frontage (minimum) Interior Property	12m	15 metres
Front Yard (minimum)	6m	7.5 metres

Chart 2: Amendments to Section 20.7 to permit R2-4 Special Zone

Zone Provision	Requested	Required by SH ZBL
Minimum Property Frontage (Interior Unit)	7.8 metres	8 metres
Minimum Property Frontage (End Unit)	7.8 metres	11 metres
Minimum Zone Area (Interior Dwelling Units)	276 square metres	350 square metres
Minimum Property Depth	35 metres	38 metres
Minimum Rear Yard Setback	7.5 metres	10 metres
Number of Dwelling Units per Building	6	Maximum of 4
Minimum side yard setback adjacent to Hydro easement (specific to lots 11, 12, and 31)	1 metre	3 metres
The regulations of Section 3.37 Setbacks from Lanes and Easements does not apply to the lands zoned R2-4	0 metre setback	3 metres

The South Huron Official Plan has several goals relating to the development of new housing in the community including:

- To provide a wide variety of housing types and prices;
- To promote the creative use of building and site design to allow the mixing of densities;
- To create complete neighbourhoods and mixed housing for all ages;
- To encourage the integration of new residential development into established neighbourhoods through the consideration of, and sensitivity to, the character context and design of the surrounding area; and
- To assist in the provision of affordable housing to meet the needs of residents with low and moderate incomes (Section 7.5.5.3.).

The proposed Zoning By-law Amendment facilitates development which contains a mix of housing types and affordabilities, promotes the mixing of densities by integrating single detached and multiple attached dwellings, is walkable, is located within proximity to Main Street, and is considerate of the established neighbourhood.

The amendments proposed for the single detached dwellings include reduced area, frontage and front yard setback. These amendments help to achieve a more compact form, increasing the density and affordability of the development. There is a range of housing on the existing Simcoe Street streetscape, from large, single detached lots to multiple attached dwellings containing up to eight (8) units. The three single detached dwelling units which will form part of the Simcoe Street streetscape help to create stability on this streetscape in that as smaller, single detached units they contribute to a sense of balance in the types and forms of housing in this area. The reduction in front yard setback helps to create more connectivity to the streetscape while still maintaining sufficient room for a vehicle to park in the driveway.

The amendments for the proposed multiple attached dwellings include a number of minor reductions from the standards established by the South Huron Zoning By-law. The cumulative

impact of these reductions does not detract from the overall compatibility with the surrounding area and helps to achieve increased density and affordability.

Medium density residential uses are permitted a gross density of 30 units per hectare; the subject development is proposing 14.5 units per hectare. The scale and height of the proposed buildings are in keeping with the surrounding area and it is important to note that all of the multiple attached dwellings will be internal to the development and thus the impact on the surrounding area will be limited.

The requested Zoning By-law Amendment for the Plan of Subdivision lands are considered appropriate and to be consistent with the direction and vision of the South Huron Official Plan.

2) Stacked Townhouse Development Zone Changes

The applicant proposes to develop a thirty-four (34) unit, stacked townhouse development with condominium ownership. A concept plan for this development and conceptual elevations have been provided (see Figures 5 and 6). This development proposed to amend the zoning from Development (D) to Residential High Density Special Provisions (R3-9). Because the South Huron Comprehensive Zoning By-law does not have provisions for this type of development, a site-specific zone is proposed.

The R3-9 zone is a site-specific zone which defines what a stacked townhouse dwelling is and sets out zoning requirements specific to the site, including frontage, setbacks to property lines, parking requirements, landscaped open space, maximum lot coverage, planting strips and accessory buildings.

Further discussion is warranted in regards to the proposed height of the stacked townhouse development, access to green space for the residents and the proposed vehicular access off of Simcoe Street.

It is recommended that this portion of the Zoning By-law Amendment be deferred at this time to allow for further review and discussion. There are also interested members of the public who could not be reached over the past week but with whom further discussion is warranted.

COMMENTS RECEIVED

No comments specific to OPA No. 17 or Zoning By-law Amendment 19/2018 have been received from an agency. One letter was received from Lori Pozniak and is included in the Council agenda. Comments were submitted by four members of the public in addition to the developer at the Public Meeting on February 4, 2019. One member of the public, Charles Miner, who submitted comments specifically in relation to the impact the proposed R3-9 use would have on his residence was not yet able to be reached for a follow up discussion. Mr. Miner stated he was concerned with a range of land use planning concerns including drainage, encroachment onto his enjoyment of his rear yard, visibility and viewsheds associated with Simcoe Street and the proposed access. The Planning Department feels further review is necessary before a recommendation can be made.

SUMMARY

It is recommended that Council adopt Official Plan Amendment No. 17 to the South Huron

Official Plan and forward to the County for approval, defer the portion of the Zoning By-law Amendment which addressed the change from Future Development (D) to High Density Residential Special Zone (R3-9) until further review can be completed, and approve the balance of Zoning By-law Amendment 19/2018.

Sincerely,
'Original signed by'

_____
Denise Van Amersfoort, Senior Planner

Site Inspection: January 28, 2019

February 7, 2019

FILE NUMBER: 40T18002

Municipality of South Huron fax-519-235-3304

To Whom It May Concern:

I was in attendance at the Public Meeting in Exeter on February 4, 2019. I have had some time to process the information presented at the meeting and would like to make the following comments:

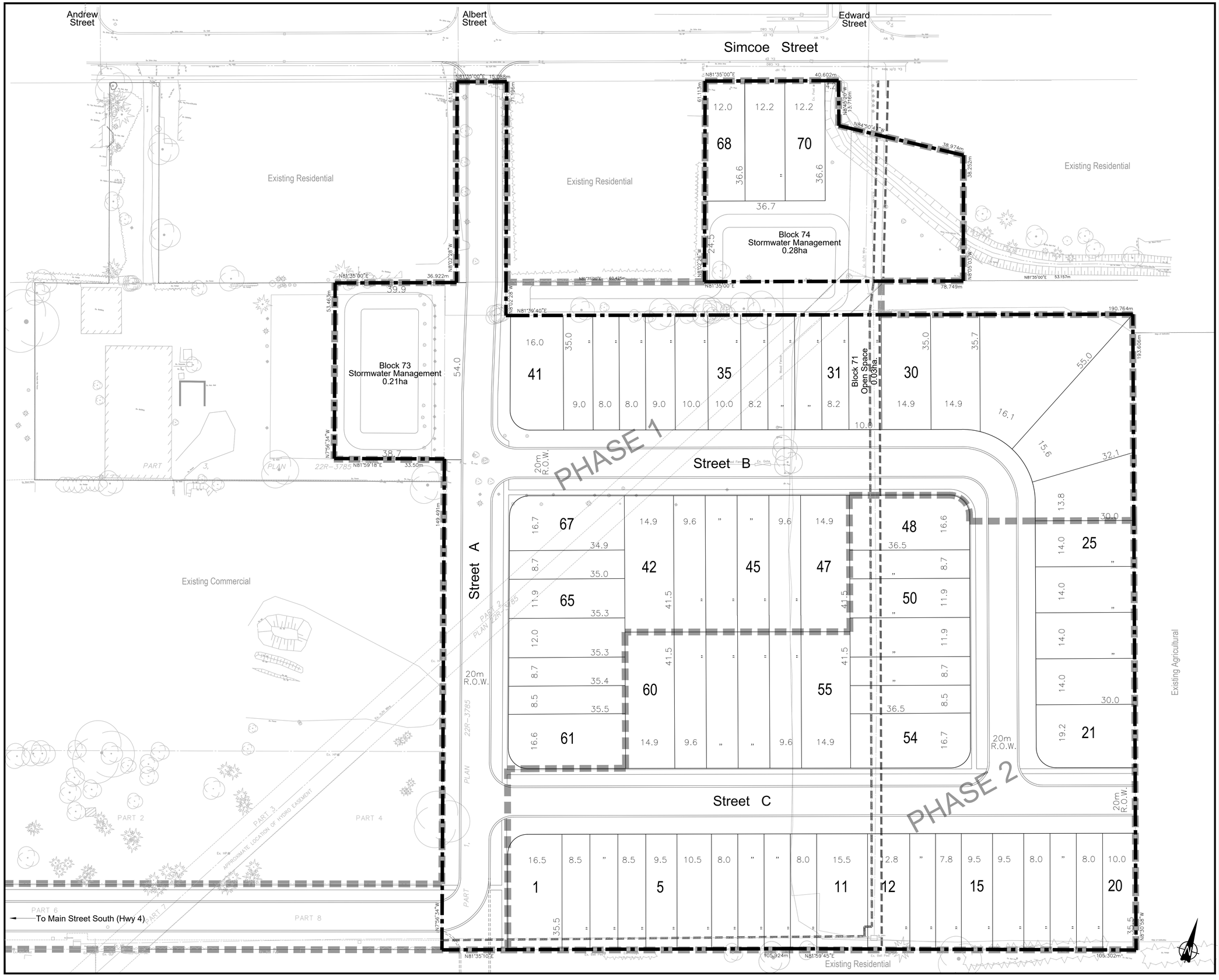
Green Space- I do believe that there needs to be green space located somewhere in this development. A subdivision this size would merit greenspace for the residents versus a payout to the municipality for a lack of green space. I suspect this subdivision will house a number of young families and can only see green space as being beneficial.

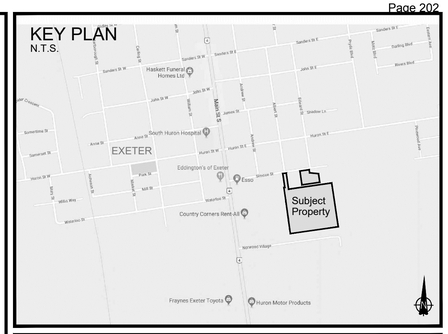
Property Lines- I do not support the notion of property lines being set back to the degree the proposal is recommending. This would result in a dense area of townhouses and homes. I don't think this would be beneficial to the individuals residing in these buildings nor to the curb appeal of the subdivision.

Town Houses- I think there are too many townhouses being proposed in this plan. This area already has town houses located on both sides of Simcoe Street as well as another townhouse development on the corner of Simcoe and Edward Street. Constructing an additional 57 multiple attached units with approximately 4-6 units per building will result in 9-14 additional townhouses which I feel will create an area that is dense with townhouses. My understanding is that townhouse units should be spread out within the municipality and not primarily located in one area.

Yours truly,

Lori Pozniak
506 Andrew Street
Exeter, ON
N0M 1S1





DRAFT PLAN OF SUBDIVISION

Part of Lot 15, Concession 1
Registered Plan 22R-3785 and 22R-5066
Municipality of South Huron
County of Huron

LAND USE SCHEDULE

DESCRIPTION	LOTS/BLKS.	UNITS	AREA (ha)
Single Detached	21-30, 68-70	13	0.72
Townhouses	1-20, 31-67	57	2.20
Open Space	71	-	0.03
Stormwater Management	73,74	-	0.49
Roads	-	-	1.36
TOTAL	-	70	4.70

LEGEND

- Hyrdo Easement
- Phasing

ADDITIONAL INFORMATION

(UNDER SECTION 51(17) OF THE PLANNING ACT)

INFORMATION REQUIRED BY CLAUSES a,b,c,d,e,f,g,j and l ARE AS SHOWN ON THE DRAFT PLAN.
h) Municipal water supply
i) Topsoil overlaying glacial till deposits
k) All sanitary and storm sewers as required

OWNER'S CERTIFICATE

I AUTHORIZE THE GSP GROUP INC. TO PREPARE AND SUBMIT THIS DRAFT PLAN OF SUBDIVISION TO THE COUNTY OF HURON.

OWNER — DATE: November 23, 2018

SURVEYOR'S CERTIFICATE

I CERTIFY THAT THE BOUNDARIES OF THE LAND TO BE SUBDIVIDED AND THEIR RELATIONSHIP TO THE ADJACENT LANDS ARE CORRECTLY SHOWN.

SURVEYOR — DATE: November 23, 2018

GSP group
PLANNING I URBAN DESIGN I LANDSCAPE ARCHITECTURE
gspgroup.ca

REVISIONS
January 30, 2019

Date: November 21, 2018	Drawn By: S.L.	Dwg. File Name: dp18106e.dwg
Scale: 1:500 metric	Project No.: 18106	

Staff Report

Report To:	South Huron Council
From:	**Scott Currie, Manager of Community Services**
Date:	February 19 2019
Report:	CSD.19.01
Subject:	Canada Day 2019 Event Support

Recommendations:

That Council receive the report titled "Canada Day 2019 Event Support" for information.

Purpose:

Council Resolution 062-2019 directed staff to bring back a report outlining the scope of the recent Canada Day event activities to see what is involved now and opportunities on how to move ahead with Council help on projects.

Background and Analysis:

For the past two decades, a committee of community volunteers has delivered a Canada Day event free of charge in Exeter.

However, several members of the Canada Day Committee have retired from their duties and the committee has approached Council for support in the administration and delivery of the 2019 event.

The Committee needs an individual(s) to act as event coordinator and lead planning and delivery. In particular, the event coordinator would be responsible for:

- Liaising between all groups/volunteers ensuring effective communication
- All certificates of insurances
- Organizing all activities/vendors/service groups,

- Purchasing
- Set up, lighting and clean up
- Organizing fireworks

The Municipality's Manager of Community Services met with retiring Canada Day Committee member Mr Jeff Musser on February 4th to collect information regarding the 1) scope, 2) cost and 3) time requirements of this event.

1) Project Scope

The 2018 Canada Day event schedule was as follows:

ACTIVITY	LOCATION	TIME	SPONSOR
Breakfast (*user fee)	South Huron Rec Centre	8 – 11:00 AM	Legion Ladies Auxilliary
Sandhills / Giant Sandbox	Ag Building	All Day	McCann Redi Mix
Exeter Splash Zone	McNaughton Park	All Day	South Huron Optimist Club
Cash Bar	Ag Building	All Day	
Dunk Tank	South Huron Rec Centre	All Day	Exeter Lioness/ South Huron Firefighter's Association
Car Show	South Huron Rec Centre – ball diamonds	9:00 – 1:00 PM	Canadian Tire Exeter
Touch the Tractor	Rodeo Ring	9:00 – 4:00 PM	Huron Tractor Delta Power
Decorate your Bicycle	South Huron Rec Centre	10:00 AM	Exeter Lioness
Face Painting	Ag Building	11:00 – 1:30 PM	Exeter Lioness
Inflatables	South Huron Rec Centre	11:00 – 3:00 PM	
Food Booth	South Huron Rec Centre	11:00 – 9:00 PM	Exeter Lions
Giant Water Spray (Firetruck)	Exeter Elementary	12:00 – 1:00 PM	South Huron Fire Fighter's Association
Canada Day Cupcakes	Ag Building	12:00 PM	Hansen's
Free Swim	Kirkton Pool	2:00 – 3:30 PM, 6:30 – 8:00 PM	Municipality
Free Swim	Exeter Wading Pool	2:00 – 4:00 PM	Municipality

Canada Day Boot Drive	South Huron Rec Centre	7:00 – 10:00 PM	Canada Day Committee
Live music	Ag Building	8:00 - 10:00 PM	Canada Day Committee
Concession Stand	Ag Building	11:00 – 3:00 PM, 8:00 PM – 10:00 PM	Courtesy of Big Brothers, Big Sisters South Huron
Fireworks	South Huron Rec Centre	10:00	Canada Day Committee

2) Cost
The Committee has raised approximately $11,300 in funding for the 2019 event. Fundraising is conducted by Committee members and volunteers for the following year's event. The major expenses have traditionally been fireworks, professional services, certificates of insurance and marketing.

3) Time
The time required to deliver the event each year varies based on the constraints of project scope and availability of volunteers. Fundraising is by far the most significant time-consuming activity.

Operational Considerations:

If municipal staff were directed by Council to assume the role of event coordinator, the event scope and time budget requirements would need to be adjusted to fit staff schedules, abilities and resources; otherwise, current budgeted-for program commitments cannot be met. Therefore, the 2019 Canada Day event would likely be smaller in scope than in previous years.

Furthermore, staff do not recommend that the municipality assumes the duties of fundraising for subsequent events as donors are much less likely to support 'governments' projects. Without community volunteers to conduct the fundraising, this will impact the event budget going forward.

South Huron's Strategic Plan:

Financial Impact:
None. As this is a non-budgeted event in the Community Services program, the event budget would be restricted to the Committee's funds of $11,300.

Legal Impact:
None.

Staffing Impact:
None.

Policies/Legislation:
None.

Consultation:
Jeff Musser, Public

Related Documents:

Respectfully submitted,

_____
Dan Best, Chief Administrative Officer/Deputy Clerk

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Director of Infrastructure & Development**
Date:	February 19 2019
Report:	ESD.19.08
Subject:	2018 Mandatory reporting of Commercial and Industrial water consumption information to the Ministry of the Environment, Conservation and Parks.

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: 2018 Mandatory reporting of Commercial and Industrial water consumption information to the Ministry of the Environment, Conservation and Parks.

Purpose:

The purpose of this report is to notify Council of regulatory compliance with respect to 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:

Ontario Regulation 450/07 requires owners of municipal drinking water systems to report annually to the Ministry of the Environment, Conservation and Parks (MECP) water consumption information for large industrial and commercial users prior to the regulatory reporting deadline of March 31st of

each year. This regulation established a charge of $3.71 per million litres of water used by phase one industrial and commercial water users.

This applies only to industrial and commercial users who withdraw more than 50,000 litres (50m3) on any single day in the previous calendar year. Agricultural, institutional and residential users are exempt. The Ministry invoices industrial and commercial users directly using information provided by the Municipality.

In compliance with this regulation, the 2018 water consumption data for large industrial and commercial consumers was submitted online to the MECP "Water Taking Reporting" web site on January 30, 2019. One South Huron industrial/commercial customer exceeded the threshold volume.

Operational Considerations:

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

South Huron's Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

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. Ontario Water Resources Act, R.S.O. 1990, c. O.40
2. Ontario Regulation 450/07

Consultation:

Administrative Assistant, Ange Barnes, complied the data and submitted the information online to the MECP Water Taking Reporting web site.

Related Documents:

None

Respectfully submitted,

_____

Don Giberson, Director of Infrastructure & Development

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Director of Infrastructure & Development**
Date:	February 19 2019
Report:	ESD.19.09
Subject:	2018 Annual Report for the South Huron Drinking Water System

Recommendations:

That South Huron Council receive the report from D. Giberson, Director of Infrastructure and Development RE: 2018 Annual Report for the South Huron Drinking Water System.

Purpose:

To notify Council that a comprehensive annual report has been prepared for South Huron drinking water system. Receiving this information protects the liability of those in an oversight role and ensures that all Members of Council are fully informed.

Background and Analysis:

The *Ontario Drinking Water Systems Regulation*, made under the *Safe Drinking Water Act*, requires that an annual report be prepared for the preceding year for all municipal residential drinking water systems. If a drinking water system is municipally owned, the annual report must be prepared and submitted to the Members of the Municipal Council for review prior to March 31st of the following year.

Accordingly, the 2018 Annual Report for the South Huron Drinking Water System has been prepared and a copy is attached. The 2018 South Huron Drinking Water System Report will be reviewed in appropriate detail at the Council Meeting for Council's due diligence and to protect the liability of individual Members of Council.

Operational Considerations:

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

South Huron's Strategic Plan:

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

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

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

Informing Council of regulatory compliance and performance of the drinking water system, reduces liability and results in efficient use of time/resources.

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

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

Reports to Council assists to keep the public informed of the performance of the drinking water system.

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

Public reporting of the performance of the South Huron Drinking Water System, demonstrates commitment to transparent, accountable and collaborative governance.

<u>Dedicated Economic Development Effort</u>

Informing Council of regulatory compliance and performance of the drinking water system results in increased public confidence; retention/attraction of businesses and economic development opportunities.

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

1. Ontario Water Resources Act, R.S.O. 1990, c. O.40
2. Safe Drinking Water Act, 2002, S.O. 2002, c. 32
3. Clean Water Act, 2006, SO 2006, c 22
4. Ontario Regulation 169/03 – Ontario Drinking Water Quality Standards
5. Ontario Regulation 170/03 - Drinking Water Systems
6. Ontario Regulation 188/07 - Licensing of Municipal Drinking Water Systems

Consultation:

Shawn Young, Manager of Environmental Services was consulted regarding the content of this report as he is the designated Overall Responsible Operator (ORO) for the South Huron Drinking Water System.

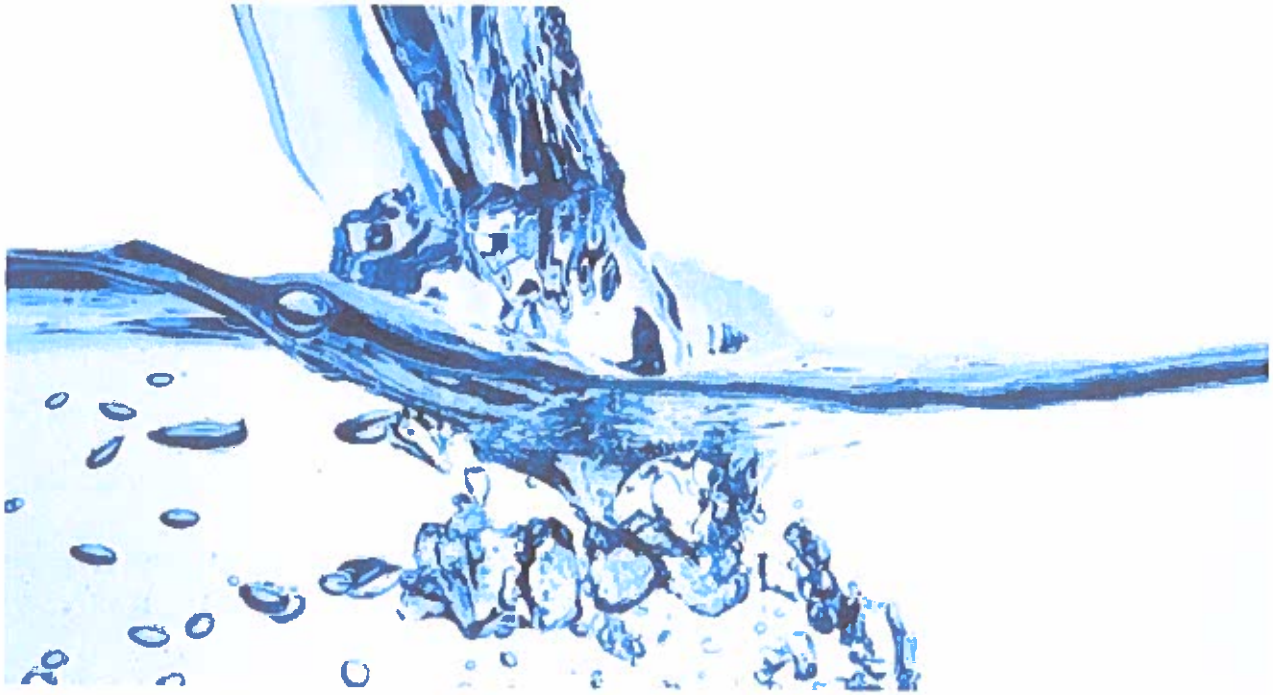
Related Documents:

South Huron Water Distribution System – 2018 Annual Report to Council

Respectfully submitted,

_____

Don Giberson, Director of Infrastructure & Development



South Huron Water Distribution System

2018 Annual Report to Council

February 19, 2019

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III. Summary of Quantities & Flow Rates

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V. Summary of Lead Sampling

VI. Summary of Watermain Breaks and Service leaks

VII. Summary of Frozen Water Services

APPENDICIES

A. Owner requirements under the Safe Drinking Water Act

B. Regulations pertaining to the operation of water system

C. Municipal Drinking Water Licence #051-101 (Issue Number 2)

D. Drinking Water Works Permit #054-201 (Issue Number 3)

E. DWQMS Certificate of Registration from NSF International

F. 2018 Annual Drinking Water System Compliance Report to MECP

I. DESCRIPTION OF SOUTH HURON WATER DISTRIBUTION SYSTEM

System Overview

The South Huron water distribution system provides service to approximately 8,000 residents in Exeter, Stephen and a few customers in Usborne Ward, in the vicinity of the former Exeter well sites. The system consists of 209 km of distribution piping, booster pumping stations, reservoirs and water towers. The system is continuously monitored by online analyzers and a computerized Supervisory, Control and Data Acquisition System (SCADA). Source of supply is the Lake Huron Primary Water Supply System (LHPWSS). South Huron residents along our south boundary are serviced from the adjacent North Middlesex water system; who also obtain treated water from the LHPWSS. South Huron supplies customers in Municipality of Bluewater along our north boundary and in the village of Dashwood.

Water Source

The Municipality of South Huron obtains its drinking water supply from the Lake Huron Primary Water Supply System. The LHPWSS Joint Board of Management owns and governs the area water system using the City of London as the Administering Municipality. City of London, Regional Water Supply Division provides all administrative services on behalf of the Joint Board. The LHPWSS is operated by The Ontario Clean Water Agency (OCWA), under contract to the LHPWSS Joint Board of Management.

The LHPWSS water treatment plant is located in South Huron near the intersection of Highway #21 and County Road #83. The WTP has a treatment capacity of 340 million litres per day and supplies water to the City of London and several municipalities in our region. The South Huron connections to LHPWSS system are at the following locations:

- B-Line Connection - Gore Road and B-Line
- Shipka connection - Crediton Road, east of Shipka
- Dashwood connection - Huron Street and Bronson Line
- Exeter south connection - Huron Street and Airport Line
- Exeter north connection - Airport Line and Thames Road

Detailed System Description

Distribution System

The South Huron water distribution system is comprised of approximately 209km of watermains ranging in size from 50mm to 400mm diameter. The 50mm mains are polyethylene (PE); 100mm to 300mm mains are polyvinylchloride (PVC) and larger mains are also cast iron, ductile iron, steel, and concrete pressure pipe.

The oldest water system in the municipality is in Exeter, where pipes were installed in 1900 as a street watering system. Between 1910 and 1915 the system expanded to provide water for the Grand Trunk Railway Yard, for

plumbing purposes and fire protection. The Exeter Public Utilities Commission was established in 1917; however, potable drinking water wasn't provided until1936 with the development of the Springs well site and Main Pump House on MacNaughton Drive. Some of the early cast iron watermains are still in service; however, many of the older mains have been replaced and the majority now date from the mid 1960's.

The Huron Park distribution system was constructed in the early 1940's by the RCAF, as part of the Airforce Station Centralia. The Base closed in 1967 and the system transferred to the former Stephen Township in 1983. The entire water distribution system in the Huron Park residential area was replaced in 2006. In 2010 the watermains on Canada Avenue in the Industrial area were replaced and upgraded. After the construction of a new composite water tower in Huron Park in 2010, the old steel water tower, pumping station and in-ground concrete reservoir were decommissioned and demolished.

The Stephen distribution system dates to the mid to late 1960's. After the completion of the Lake Huron Water Treatment Plant in 1965, watermain systems started to be built in the lakeshore area of the former Stephen Township. Significant expansion of the Stephen system occurred in 1983 with systems being constructed in Crediton, Centralia and Dashwood. In 2010 a new 300mm watermain was constructed from Huron Park to Centralia (Airport Line & Canada Ave to Victoria Drive & Melbourne Street). This watermain, in combination with the new Huron Park water tower, provides improved fire protection to the village of Centralia.

Pressure Zones

- **Stephen Pressure Zone 1 (HGL 250m)** - A connection to the LHPWSS transmission main through a pressure reducing valve (PRV) and metering chamber located west of the intersection of B-Line and Gore Road, provides water supply to the Stephen Pressure Zone 1. It is through this connection that LHPWSS also provides water to the Highway #21 corridor in the Municipality of Bluewater.

  LHPWSS is responsible for maintaining the water supply to Bluewater, water quality and billings through a deduct meter at Waterworks Road and Highway #21. This connection also provides an emergency backup water supply to the Municipality of Lambton Shores through a normally closed valve in an inter-connect chamber on Highway #21, at the boundary between Lambton Shores and South Huron.

  Stephen Pressure Zone 1 is separated from Stephen Pressure Zone 2 by a pressure zone control chamber located on County Road #83, immediately west of Shipka Line. This chamber is equipped with a normally closed gate valve with a 19mm bleeder valve to maintain a minimum circulation of water at this location.

If the normal feed to Stephen Pressure Zone 1, from the LHPWSS transmission main connection on B-Line is disrupted, an emergency backup feed can be provided from the Lambton Shores distribution system. In an emergency the normally closed gate valve in the inter-connect chamber, located on Highway #21 at the Lambton Shores/South Huron boundary, can be opened to feed Stephen Pressure Zone 1 through the 350mm watermain on Highway #21.

If the feed to Stephen Pressure Zone 1 from the LHPWSS Water Treatment Plant is disrupted; minimum flow and pressure at the LHPWSS B-Line connection can be sustained for approximately twelve (12) hours from the head pressure in the LHPWSS 1200mm pipeline.

- **Stephen Pressure Zone 2 (HGL 263m) (County Rd #10, west of village of Shipka)** - A connection to the LHPWSS transmission main through a pressure reducing valve (PRV) and metering chamber; then through a separate valve chamber, provides water supply to the Stephen pressure Zone 2 including the community of Shipka.

  Stephen Pressure Zone 2 is separated from Stephen Pressure Zones 1, 3 and 4 by three pressure zone control chambers. The first chamber is located County Road #83, immediately west of Shipka Line; the second at Blackbush Line, north of Crediton Road; and the third on County Road #83 west of the village of Dashwood. The chambers located at County Road #83/Shipka Line and Blackbush Line/Crediton Road are equipped with a normally closed gate valve with a 19mm bleeder valve to maintain a minimum circulation of water at these locations.

  The chamber located on County Road #83 west of the village of Dashwood is equipped with pressure sustaining valve that will sense a pressure drop in Stephen Pressure Zone 2 and automatically open to provide an emergency backup feed from Zone 4 to Stephen Pressure Zone 2.

- **Stephen Pressure Zone 3 (HGL 281m) (County Rd #10, east of village of Shipka)** - A connection to the LHPWSS transmission main through a pressure reducing valve (PRV) and metering chamber provides water supply to the Stephen Pressure Zone 2 between the village of Shipka and Crediton. Some rural areas north and south of this route also receive water directly from the County Road 10 feedermain. A portion of the feedermain along County Road #10 from Shipka to Goshen Line is twinned for additional capacity.

  Stephen Pressure Zone 3 is separated from Stephen Pressure Zones 2, 3 and 4 by four pressure zone control chambers. The first chamber is located on Blackbush Line, north of Crediton Road; the second at Bronson Line & Huron Street; the third at Goshen Line & Huron Street; and the fourth at Babylon Line & Huron Street.

  The chambers located at Blackbush Line/Crediton Road; Goshen Line/Huron Street; and Babylon Line/Huron Street are equipped with a normally closed gate

valve with a 19mm bleeder valve to maintain a minimum circulation of water at these locations.

The chamber located on Bronson Line south of Huron Street is equipped with pressure sustaining valve that will sense a pressure drop in Stephen Pressure Zone 3 and automatically open to provide an emergency backup feed from Stephen Pressure Zone 4.

- **Stephen Pressure Zone 4 (HGL 293m) (Dashwood Connection)** - The connection to the LHPWSS Exeter-Hensall transmission main through a pressure reducing valve (PRV) and metering chamber at Bronson Line and Huron Street services the village of Dashwood and the surrounding pressure zone. A series of pressure control zone chambers are installed at the limits of the pressure zone.

  Stephen Pressure Zone 4 is separated from Stephen Pressure Zones 2 and 3 by four pressure zone control chambers. The first chamber is located on County Road #83, east of the village of Dashwood; the second at Bronson Line & Huron Street; the third at Goshen Line & Huron Street; and the fourth at Babylon Line & Huron Street.

  The chambers located at Goshen Line/Huron Street and Babylon Line/Huron Street are equipped with a normally closed gate valve with a 19mm bleeder valve to maintain a minimum circulation of water at these locations.

  The chamber located on Bronson Line south of Huron Street is equipped with pressure sustaining valve that will sense a pressure drop in Stephen Pressure Zone 4 and automatically open to provide an emergency backup feed from Stephen Pressure Zone 3.

  The chamber located on County Road #83 west of the village of Dashwood is also equipped with pressure sustaining valve that will sense a pressure drop in Stephen Pressure Zone 4 and automatically open to provide an emergency backup feed from Stephen Pressure Zone 2.

- **Stephen Pressure Zone 5 (HGL 307m) (County Rd #10, east of village of Crediton)** - A connection to the LHPWSS transmission main through a pressure reducing valve (PRV) and metering chamber at Shipka that provides water supply to the Stephen Pressure Zone 3, also supplies water to the Stephen Pressure Zone 5 and to Crediton, Huron Park and Centralia. Water is conveyed to Stephen Pressure Zone 5 via a watermain located along County Rd #10 from Shipka to Crediton; where an inline Booster Pumping Station, re-pumps the water on to the Stephen Pressure Zone 5 and to Crediton, Huron Park and Centralia.

  Stephen Pressure Zone 5 is separated from Stephen Pressure Zone 3 by check valves located in the Crediton BPS. Stephen Pressure Zone 5 is separated from the Exeter South Pressure Zone by a control chamber located at Airport line and Huron Street. This chamber has a normally closed electrically operated valve that

can be monitored and operated through the SCADA system. In an emergency the electrically operated valve in this chamber can be opened remotely to provide an emergency backup feed from Exeter South Pressure Zone to Stephen Pressure Zone 5.

The Exeter Water Tower HGL is at the same elevation as the Huron Park Water Tower and can operate as a backup for the Huron Park Water Tower and Stephen Pressure Zone 5 and to varying degrees can provide an emergency backup feed to Stephen Pressure Zones 3, 4, 2 and 1.

- **Exeter North Pressure Zone (HGL 313m)** - Exeter is serviced by two connections; the north connection to the LHPWSS Exeter-Hensall transmission main is through a pressure reducing valve (PRV) and metering chamber at Thames Road West and Airport Line. This connection provides water to the Exeter north pressure zone, north of the Ausable River and is separated from the Exeter South pressure zone by a control zone chamber located at William and Church Street. The chamber has a control valve, check valve and by-pass piping to control the pressure zones and allow feed from the north pressure zone to the south pressure zone to facilitate and an emergency feed in either direction.

  The normal operation of the Exeter north pressure zone is a direct feed and with constant pressure provided by the LHPWSS pipeline on Airport Line. System pressure is constantly monitored and controlled through an integrated SCADA system and a by pressure control at the PRV at the north connection point. The backup for the north pressure zone is provided by the reconfigured MacNaughton Drive Booster Pumping Station, controlled by a VFD and PRV control of the high lift and fire pump discharges. Additional back up for the north pressure zone is provided by the Exeter south pressure zone and the elevated water tower located within that zone.

- **Exeter South Pressure Zone (HGL 307m)** - Exeter is serviced by two connections; the south connection to the LHPWSS is through a connection at the LHPWSS Exeter-Hensall Booster Pumping Station located at Huron Street and Airport Line. This connection provides water to the Exeter south pressure zone, south of the Ausable River and is separated from the Exeter North pressure zone by a control zone chamber located at William and Church Street. This chamber has a control valve, check valve and by-pass piping to control the pressure zones and allow feed from the north pressure zone to the south pressure zone to facilitate and an emergency feed in either direction.

  The normal day time operation of the Exeter south pressure zone is to fill and drain the elevated water tower as required during the day from the Exeter south LHPWSS connection at Huron Street and Airport Line. Water tower levels are constantly monitored and controlled by the South Huron SCADA system and requests for water are automatically sent to the LHPWSS SCADA system. During the night the in-ground reservoirs at MacNaughton Drive are slowly filled from the Exeter distribution system. Water enters the in-ground concrete storage reservoirs through an inlet control pipe in the MacNaughton Drive Booster

Pumping Station. During the early morning hours, water is pumped from the reservoir cells, by pumps located in the MacNaughton Drive BPS, to fill the elevated water tower, as required. This process continues until the reservoirs reach their low level setting and the system automatically switches over to the normal day time operation (ie. tower filled by the Exeter south LHPWSS connection).

The backup for the south pressure zone is provided by the reconfigured MacNaughton Drive Booster Pumping Station, controlled by a VFD and PRV control of the high lift and fire pump discharges. Additional redundancy for the south pressure zone is provided by the Exeter north pressure zone.

Booster Pumping Stations

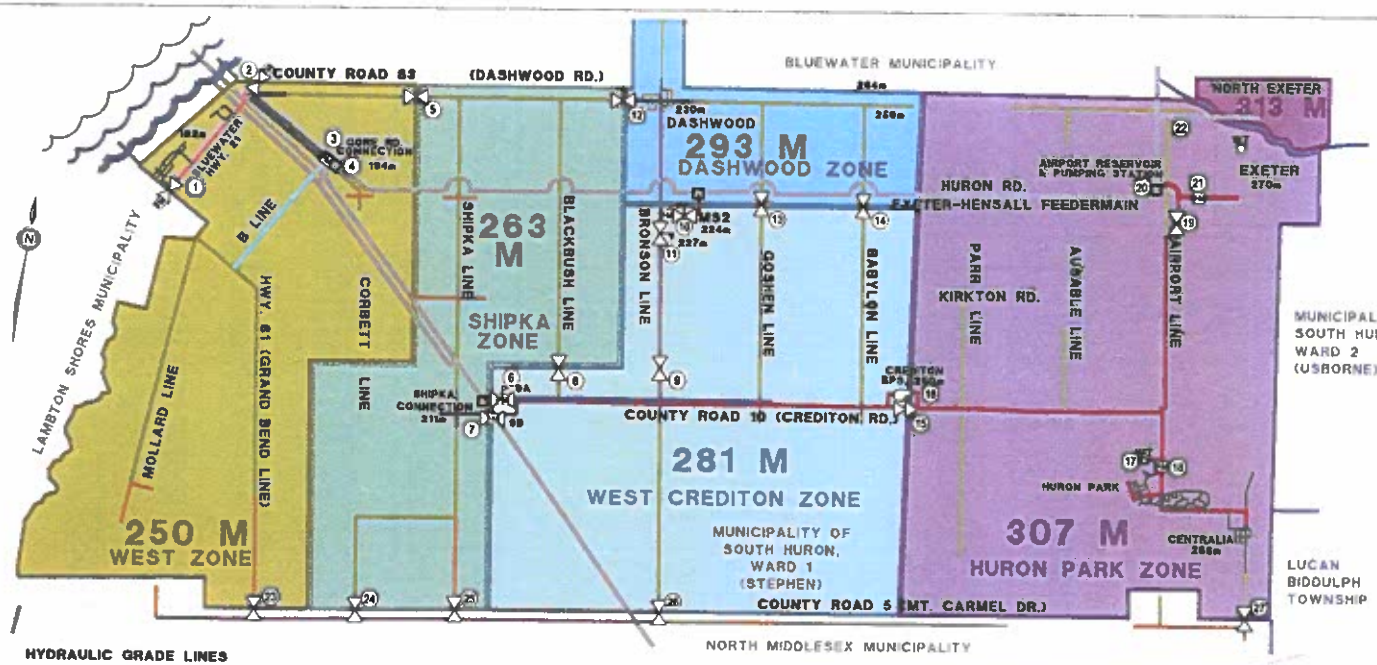
- **Crediton Booster Pumping Station** – An in-line booster pumping station (BPS) located at the west end of Crediton supplies water to the Stephen Pressure Zone 5, including Crediton, Huron Park and Centralia by pumping water along County Rd #10 and Airport Line to the new Huron Park Water Tower. The Crediton BPS has three pumps with VFD's; control valves; and is also equipped with a diesel powered backup emergency generator. The normal mode of operation of the BPS is that it is controlled by the Huron Park Water Tower levels. When the Huron Park Water Tower is taken out of service, the Crediton BPS is configured so that it can by-pass the Huron Park Water Tower and directly supply the water distribution system in the entire Stephen Pressure Zone 5 by using the VFD's.

  The Crediton BPS and the pipeline on Airport Line is configured so that it can be used as an emergency backup supply to Exeter, by opening up a normally closed valve in a chamber at Airport Line and Huron Street. The Crediton BPS is also equipped with a control valve that can be opened in an emergency to back feed the Stephen Pressure Zone 3.

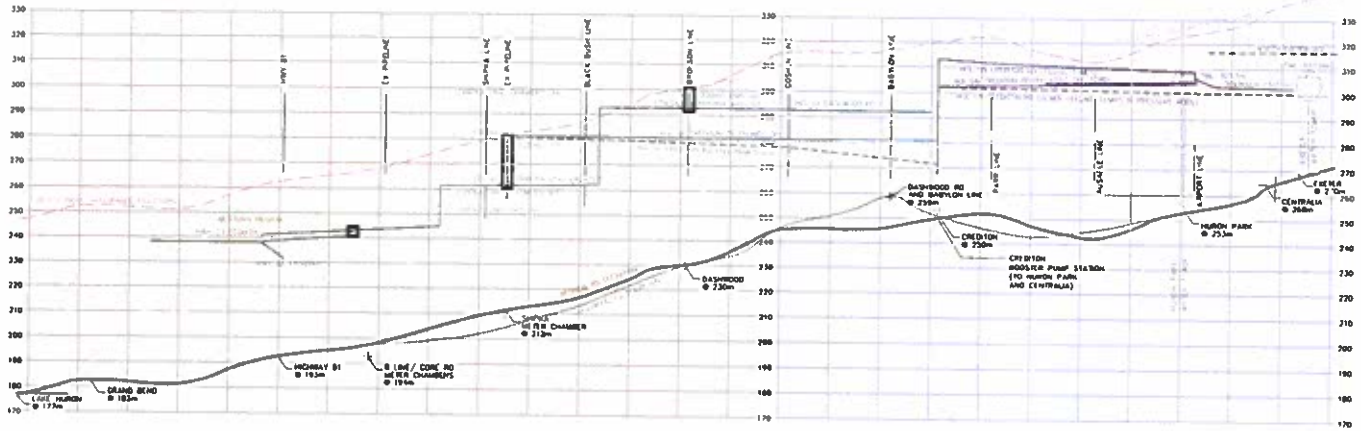
- **MacNaughton Drive Booster Pumping Station** - A booster pumping station (BPS) is located at 62B MacNaughton Drive, Exeter that supplies water to the Exeter North and the Exeter South Pressure Zones, including the Exeter Water Tower, when either pressure zone is not being supplied by the LHPWSS Exeter-Hensall pipeline connection.

  The MacNaughton Drive BPS has three vertical turbine pumps with VFD's, including one that is a fire pump; control valves; and is also equipped with a diesel powered backup emergency generator located in the adjacent Generator Building at 62A MacNaughton Drive. One pump and the fire pump are dedicated to the Exeter North Pressure Zone; one pump is dedicated to the Exeter South Pressure Zone.

  The BPS is controlled by the SCADA system and it's normal mode of operation is to fill and drain the MacNaughton Drive in-ground reservoirs; and to provide a backup for the Exeter North and Exeter South Pressure Zones. For a description of normal mode of operation related to the MacNaughton Drive BPS please see



HYDRAULIC GRADE LINES



Municipality of South Huron, Stephen Ward, Revised July 2014

Upgraded System Hydraulic Grade Lines

the section above for "Exeter North Pressure Zone" and "Exeter South Pressure Zones".

Storage Facilities

- **Huron Park Elevated Water Tower** - Elevated water tower consists of a 2,700 m^3 elevated tank located at 69751 Airport Line. The elevated tank provides "floating storage" and pressure regulation for the water distribution system in Stephen Pressure Zone 5, including Crediton, Huron Park and Centralia. Water level in this tank is used to control the pumps at the Crediton Booster Pumping Station. The Water tower is also equipped with a stand-alone natural gas powered backup emergency generator, located adjacent to the tower. Chlorine residual is continuously monitored at this location by an on-line analyzer in the mechanical room in the base of the water tower and chlorine gas can be injected into the water at this location to supplement any diminishing chlorine residual from the LHPWSS source water.

  The Huron Park Water Tower HGL is at the same elevation as the Exeter Water Tower and the distribution system is configured so that it can operate as a backup for the Exeter Water Tower and associated pressure zones.

- **Exeter Water Tower** - Elevated water tower consists of a 1,515 m^3 elevated tank located at 66 Nelson Street. The elevated tank provides storage and pressure regulation for the Exeter South Pressure Zone and can be used in an emergency, as a backup for the Exeter North Pressure Zone at reduced pressure. Water level in this tank is used to control the source of supply for the Exeter South connection to the LHPWSS at the Exeter-Hensall Booster Pumping Station.

  The Exeter Water Tower HGL is at the same as the Huron Park Water Tower and the distribution system is configured so that it can operate as a backup for the Huron Park Water Tower and associated pressure zones.

- **MacNaughton Drive Reservoirs** – Additional storage capacity for Exeter North and Exeter South Pressure Zones is provided by three in-ground concrete reservoir cells. The original 1,140 m^3 single cell in-ground reservoir (with a pump well) is located adjacent to the MacNaughton Drive Booster Pumping Station (BPS) and the 2,490 m^3 single cell in-ground reservoir is located in MacNaughton Park, south of the MacNaughton BPS. Both reservoirs normally operate in series as a single reservoir. Additional storage for the Exeter North and Exeter South Pressure Zones is provided by the LHPWSS 8,000 m^3 two cell in-ground concrete reservoir, located adjacent to the LHPWSS BPS at Huron Street and Airport Line. The LHPWSS BPS and reservoir is equipped with a stand-alone diesel powered backup emergency generator.

Control System

The South Huron Water Distribution system is controlled by a PLC based Supervisory, Control and Data Acquisition system (SCADA) located at the Water/Sewer Operations Centre, 82 Nelson Street, Exeter. Remote processing units (RPUs) are situated at the MacNaughton Drive Booster Pumping Station, Crediton Booster Pumping Station, Exeter Water Tower, Huron Park Water Tower, monitoring chamber on Huron Street and the control zone chamber at Church & William Street. The PLC's communicate with the central SCADA computer at the Water/Sewer Operations Centre and this allows monitoring of all operational parameters, monitoring, annunciating, and forwarding of alarms, control of set points, duty sequences, and other operating parameters, and recording and print out of alarms and data collected from the remote sites.

II. MECP INSPECTION, ORDERS AND COMPLIANCE ISSUES

Ministry of Environment, Conservation and Parks Annual Inspection

The Ministry carried out an inspection of the South Huron Water Distribution System on December 14, 2018. The inspection covered the period from December 29, 2017 to December 14, 2018.

The report highlighted that 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 personal liability, Members of Council need to be informed about the drinking water system. This would include requesting a copy of the annual inspection report and reviewing the findings.

The focus of the 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 was based on a stand-alone distribution system that receives treated water from another regulated system, the Lake Huron Primary Water Supply System. The report contained 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 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.

The report acknowledged the Exeter Water Tower upgrades and resulting improved chlorine residuals in the distribution system. The report noted that much of the documentation was still a paper format and suggested that the municipality should be

moving towards digital records, such as an electronic work order system and the use of laptops or tablets.

The inspection report was presented to Council at the Regular Council Meeting of January 21, 2019 and a copy was posted for public viewing on the Municipal Web site.

In order to measure individual inspection results, the MECP established an inspection compliance risk framework based on the principles of the Inspection, Investigation & Enforcement Secretariat. The Inspection Rating Record was 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.

Non-compliance issues, Adverse Reports and Orders
There were no non-compliance issues, MECP Orders, or Adverse Reports for the South Huron Water Distribution System in 2018.

III SUMMARY OF QUANTITIES AND FLOW RATES

Flow data is an indicator of the performance of the system and demonstrates seasonal variations in water consumption. An analysis of the Exeter flow data indicates that the Exeter-Hensall pipeline feeds are operating at approximately half of the design capacity, with significant capacity for growth and development.

In Stephen Ward the Crediton Booster Pumping Station rarely exceeds 50% of its design capacity. The fill rates for the Huron Park Water Tower are very moderate and the water tower comfortably services the surrounding area, including Huron Park and Centralia.

STEPHEN 2018 MAX DAY- DATE AND AVERAGE DAY FLOWS (m³)									
	CREDITON BOOSTER PUMPING STATION			HURON PARK WATER TOWER			HURON PARK /CENTRALIA		
MONTH	MAX	DATE	AVG	MAX	DATE	AVG	MAX	DATE	AVG
JAN	3,846	15th	702	1,269	15th	412	2,104	15th	337
FEB	1,408	28th	779	745	1st	465	287	1st	246
MAR	957	1st	621	632	12th	473	278	27th	252
APR	893	21st	621	802	20th	454	310	24th	257
MAY	2,450	31st	954	450	22nd	261	300	28th	206
JUN	2,336	14th	1,237	906	20th	403	332	18th	229
JUL	1,724	10th	925	**n/a**	**n/a**	**n/a**	485	20th	238
AUG	1,998	15th	996	**n/a**	**n/a**	**n/a**	545	2nd	233
SEP	1,638	22nd	970	**n/a**	**n/a**	**n/a**	292	6th	222
OCT	1,767	6th	831	**n/a**	**n/a**	**n/a**	258	10th	204
NOV	2,779	26th	1,170	**n/a**	**n/a**	**n/a**	227	3rd	194
DEC	2,841	7th	1,333	1,035	15th	743	505	7th	193

Note : Huron Park Water Tower flow meter had operational issues July to November, data unavailable.

EXETER 2018 MAX DAY- DATE AVERAGE DAY FLOWS (m³)									
	LHPWSS- EXETER NORTH			LHPWSS- EXETER SOUTH			HURON ST MONITORING CHAMBER		
MONTH	MAX	DATE	AVG	MAX	DATE	AVG	MAX	DATE	AVG
JAN	723	30th	400	2,671	31st	711	1,208	23rd	787
FEB	764	13th	509	1,170	9th	571	1,425	24th	682
MAR	1,007	22nd	627	1,382	21st	620	1,566	8th	746
APR	1,019	21st	682	1,775	19th	688	2,300	18th	760
MAY	1,509	30th	1,023	1,617	17th	557	1,937	17th	826
JUN	1,505	9th	1,250	1,435	21st	447	1,966	21st	884
JUL	1,444	10th	1,201	1,710	14th	850	1,965	14th	986
AUG	1,282	4th	1,027	1,598	10th	697	1,671	10th	906
SEP	1,209	4th	893	1,414	25th	551	1,484	1st	754
OCT	1,142	11th	676	1,504	18th	517	1,569	18th	663
NOV	667	6th	439	886	5th	246	1,878	26th	672
DEC	1,150	7th	438	422	31st	237	1,181	7th	867

IV. SUMMARY OF BACTERIOLOGICAL SAMPLING

The number of bacteriological samples taken in the South Huron water system are in accordance with *Schedule 10* of *O. Reg. 170/03 - Ontario Drinking Water Quality Standards* made under the *Safe Drinking Water Act*. Bacteriological samples are also required weekly, at each POE UV location listed in Schedule C – "System Specific Conditions" in the South Huron Drinking Water Licence Number: 054-101. Throughout the year additional bacteriological samples are taken in response to customer water concerns, after watermain break repairs or other incidents of potential contamination.

535 bacteriological samples were taken in 2018, including 161 that were tested for HPC (Heterotrophic Plate Counts). All the samples were within the regulatory limits.

2018 BACTERIOLOGICAL TESTING					
Month	Number of Samples		Sample Results		Range of Results
	Distribution	HPC	E.Coli	Total Coliform	
JAN	50	15	0	0	<10 - 10
FEB	40	12	0	0	<10
MAR	40	12	0	0	<10 - 10
APR	40	12	0	0	<10 - 10
MAY	52	17	0	0	<10
JUN	40	12	0	0	<10 - 10
JUL	53	18	0	0	<10 - 30
AUG	40	12	0	0	<10
SEP	40	12	0	0	<10 - 10
OCT	50	15	0	0	<10 - 10
NOV	40	12	0	0	<10 - 10
DEC	50	12	0	0	<10 - 10
TOTAL	**535**	**161**	**0**	**0**	**<10 -30**

Notes:

1. Heterotrophic Plate Counts (HPC) results are used to measure the overall bacteriological quality of drinking water and are not an indicator of pathogens in drinking water.

2. Escherichia coli (E.Coli) is a type of fecal coliform that can cause intestinal illness. One strain is E. coli O157: H7 and is found in the digestive tract of cattle.

3. Total Coliform bacteria are a colony of relatively harmless microorganisms that live in the intestines of humans and animals. Fecal coliform by themselves are usually not pathogenic. However, they are indicator organisms that may indicate the presence of other pathogenic bacteria.

4. The presence of fecal contamination is an indicator that a potential health risk exists in water. Examples of waterborne pathogenic diseases include typhoid fever, viral and bacterial gastroenteritis and hepatitis A.

V. SUMMARY LEAD SAMPLING

Lead sampling requirements for the South Huron water distribution system is set out in the *Safe Drinking Water Act* under *Schedule 15.1* of O. Reg. 170/03 - Ontario Drinking Water Quality Standards.

Based on historical lead sampling results, the South Huron water system is exempt from Community Lead Testing and annual samples are no longer required to be taken from plumbing and tested for lead. Exempt status still requires lead samples to be taken every three (3) years in every "winter" and "summer" period. Results must remain below the regulatory limit in order to maintain the exempt status.

The previous lead samples were taken in 2016 and a full regiment of lead samples are required to be taken in 2019. The following are the sampling results for 2018:

2018 LEAD SAMPLES						
FREQUENCY	RESIDENTIAL	EXCEEDANCES	NON-RESIDENTIAL	EXCEEDANCES	DISTRIBUTION	EXCEEDANCES
WINTER	0	0	0	0	0	0
SUMMER	0	0	0	0	0	0

pH AND ALKALINITY TESTING IN DISTRIBUTION

SEASON	DISTRIBUTION	ALKALINITY	pH
WINTER	3	80	8.21
April 18, 2018		78	8.19
		82	8.22
SUMMER	3	81	8.31
August 28, 2018		80	8.15
		80	8.32

The lead risk is relatively low in the South Huron drinking water system. The former Exeter PUC had removed the remaining lead water services within the road allowance in the early 1990's and the majority of the Stephen water system was originally constructed with PVC and PE pipe. Additional protection was provided 2008 when a corrosion control system was installed at the LHPWSS water treatment plant to adjust the pH of treated water in order to mitigate elevated levels of lead in the City of London drinking water system. To further assist our customers, a subsidy program is available annually on street reconstruction projects, to remove lead services on private property.

VI. SUMMARY of WATERMAIN MAIN BREAKS and SERVICE LEAKS

Watermain breaks and service leaks are an indicator of the overall condition and performance of the water distribution system. Historical main breaks and service leak data is also used to develop priority rankings for future watermain replacements in the Asset Management Plan.

There were an average number of watermain breaks in 2018. The Exeter distribution system continues to have relatively few watermain breaks and service leaks. This is a result of the high standards for materials/workmanship and life cycle replacement program of the former Exeter PUC.

The Stephen distribution system continues to experience a relatively high number of watermain breaks and service leaks. This due to higher system pressures, lower grade material and substandard construction practices used in the original installation.

2018 WATERMAIN MAIN BREAKS and SERVICE LEAKS		
DATE	**Size/Type of Failure**	**LOCATION**
EXETER		
March 15	150mm Ductile Iron - Ring Break	324 Huron Street
STEPHEN		
March 19	19mm PE - Split pipe	45 Lakeshore Drive, Oakwood
April 25	25mm Mollard Line - Split pipe	70392 Mollard Line
April 19	100mm PVC - Blowout	Shipka Line @ Kirkton Road
May 2	100mm PVC - Joint issue	70362 Mollard Line
May 23	100mm PVC - Circumferential / Longitudinal	37467 Dashwood Road
June 5	25mm PE - Curb stop failure	70606 B-Line
June 7	350mm Steel - Corrosion	71146 Bluewater Highway
June 7	25mm PVC - 1 Bolt Saddle broke	35823 Gore Road
June 13	19mm PE - Coupler failure / Split	13/15 Eva Street
June 15	19mm PE - Split pipe	4 Frances, Oakwood
Sept 8	19mm PE - Blowout	36307 Huron Street
Sept 8	19mm PE - Blowout	45 Lakeshore Drive, Oakwood
Oct 9	19mm PE - Split pipe	70758 Corbett Line
Oct 16	19mm PE - Split pipe	9 Forest Avenue, Oakwood
Nov 16	19mm PE - Split pipe	36345 Huron Street

VII. SUMMARY of FROZEN WATER SERVICES

For twenty years prior to 2014 there were very few recorded frozen water services in Exeter and no records of frozen services could be found for Stephen Township. During the winter of 2014 (January to March) there were eight frozen services, four of which could not be thawed and were back-fed from an adjacent property for the duration of the winter. During the winter of 2015 (January to March) there were eleven frozen services, three of which could not be thawed and were back-fed for the duration of the winter.

As a result of the recent history of frozen water services, a plan was implemented to lower services that froze to mitigate the problem in the future. Over the last couple of years water services that froze under the road allowance were lowered or replaced. During the winter of 2018 (January to March) there were no frozen water services.

APPENDIX "A"

APPENDIX "A"

OWNER REQUIREMENTS UNDER THE SAFE DRINKING WATER ACT

Safe Drinking Water Act, 2002

S.O. 2002, CHAPTER 32

Consolidation Period: From March 8, 2018 to the e-Laws currency date of February 8, 2019.

Last amendment: 2018, c. 3, Sched. 5, s.57.

PART III
GENERAL REQUIREMENTS

Potable water

10. Despite any other Act, a requirement that water be "potable" in any Act, regulation, order or other document issued under the authority of any Act or in a municipal by-law shall be deemed to be a requirement to meet, at a minimum, the requirements of the prescribed drinking water quality standards. 2002, c. 32, s. 10.

Duties of owners and operating authorities

11. (1) Every owner of a municipal drinking water system or a regulated non-municipal drinking water system and, if an operating authority is responsible for the operation of the system, the operating authority for the system shall ensure the following:

1. That all water provided by the system to the point where the system is connected to a user's plumbing system meets the requirements of the prescribed drinking water quality standards.
2. That, at all times in which it is in service, the drinking water system,
   i. is operated in accordance with the requirements under this Act,
   ii. is maintained in a fit state of repair, and
   iii. satisfies the requirements of the standards prescribed for the system or the class of systems to which the system belongs.
3. That the drinking water system is operated by persons having the training or expertise for their operating functions that is required by the regulations and the licence or approval issued or granted for the system under this Act.
4. That all sampling, testing and monitoring requirements under this Act that relate to the drinking water system are complied with.
5. That personnel at the drinking water system are under the supervision of persons having the prescribed qualifications.

6. That the persons who carry out functions in relation to the drinking water system comply with such reporting requirements as may be prescribed or that are required by the conditions in the licence or approval issued or granted for the system under this Act. 2002, c. 32, s. 11 (1).

Duty of owner to report to public

(2) If an owner of a municipal drinking water system or regulated non-municipal drinking water system is required by the regulations to report on any matter to the public, the owner shall report in accordance with the regulations. 2002, c. 32, s. 11 (2).

Out-of-province drinking water testing service

(3) No owner or operating authority of a municipal drinking water system or regulated non-municipal drinking water system shall obtain a drinking water testing service from a person who is not licensed under Part VII to offer or provide the service unless,

(a) the laboratory at which the testing is to be conducted is located outside Ontario and is an eligible laboratory in respect of the particular tests to be conducted;

(b) the person agrees in writing to comply with section 18 and any prescribed requirements; and

(c) the owner or operating authority provides to the Director appointed for the purposes of Part VII,

(i) written notice of the use of the testing service,

(ii) a copy of the accreditation referred to in clause (4) (a), if applicable, and

(iii) a copy of the agreement referred to in clause (b). 2002, c. 32, s. 11 (3).

Eligible laboratory

(4) For the purposes of this section, a laboratory located outside Ontario is an eligible laboratory in respect of a particular test if the laboratory is on a list maintained by the Director appointed for the purposes of Part VII and,

(a) the laboratory is accredited for the conduct of the test and, in the Director's opinion, the accreditation is equivalent to the accreditation standard of an accreditation body for drinking water testing under Part VII; or

(b) in the Director's opinion,

(i) it is desirable for the purposes of this Act that the test be available,

(ii) there is no laboratory, or there are insufficient laboratories, in the area for the conduct of the test under a licence issued under Part VII, and

(iii) the person who is to provide the drinking water testing service will be capable of conducting the test at the laboratory, or causing the test to be conducted there. 2002, c. 32, s. 11 (4).

List of out-of-province laboratories

(5) For the purposes of subsection (4), a laboratory may be added to the list maintained by the Director, and may be retained on the list, only if,

(a) any fee required under this Act has been paid in respect of the laboratory; and

(b) the laboratory complies with the prescribed requirements. 2002, c. 32, s. 11 (5).

Director's direction

(6) The Director may issue a direction to one or more owners or operating authorities prohibiting them from obtaining drinking water testing services from a laboratory located outside Ontario if the Director has reason to believe that the laboratory has ceased to be an eligible laboratory or has failed to comply with section 18 or a prescribed requirement. 2002, c. 32, s. 11 (6).

Same

(7) Every person who receives a direction under subsection (6) shall comply with the direction and advise the Director in writing of the alternative laboratory from which the person will obtain drinking water testing services. 2002, c. 32, s. 11 (7).

Revocation of direction

(8) The Director may revoke a direction issued under subsection (6) if he or she is of the opinion that the reasons for issuing the direction no longer exist. 2002, c. 32, s. 11 (8).

Operator's certificate

12. (1) No person shall operate a municipal drinking water system or a regulated non-municipal drinking water system unless the person holds a valid operator's certificate issued in accordance with the regulations. 2002, c. 32, s. 12 (1).

Transitional

(2) For the purposes of subsection (1), a valid operator's licence issued under section 6 of Ontario Regulation 435/93 under the *Ontario Water Resources Act* shall be deemed to be an operator's certificate until the day the operator's licence expires or is cancelled or suspended. 2002, c. 32, s. 12 (2).

Same

(3) For the purposes of subsection (1), a valid operator's licence issued under section 7 or 8 of Ontario Regulation 435/93 under the *Ontario Water Resources Act* shall be deemed to be an operator's certificate until the earlier of,

(a) the day the operator's licence is cancelled or suspended; and

(b) the day that is the second anniversary of the day of filing of a regulation made under this Act governing the application and issue of operator's certificates. 2002, c. 32, s. 12 (3).

Same

(4) If an operator's licence mentioned in subsection (3) expires before the day described in clause (3) (b) and is not renewed, the licence ceases to be deemed to be an operator's certificate on the day it expires. 2002, c. 32, s. 12 (4).

Duty to have accredited operating authority

13. (1) Every owner of a municipal drinking water system shall ensure that an accredited operating authority is in charge of the system at all times on and after the day specified in the regulations for the municipality, the system or the owner of the system. 2002, c. 32, s. 13 (1).

Same

(2) If the Minister makes a regulation requiring an accredited operating authority to be in charge of a non-municipal drinking water system, the owner of the system shall ensure that an accredited operating authority is in charge of the system at all times. 2002, c. 32, s. 13 (2).

Agreement with accredited operating authority

14. (1) If an accredited operating authority is in charge of a drinking water system and it is not the owner of the system, the accredited operating authority and the owner of the system shall enter into an agreement that contains the following:

1. A description of the system or the parts of the system for which the operating authority is responsible.
2. A description of the respective responsibilities of the owner and the operating authority to ensure that the operation, maintenance, management and alteration of the system comply with this Act, the regulations, any order under this Act and the conditions in,
   i. the drinking water works permit and the municipal drinking water licence for the system, in the case of a municipal drinking water system, or
   ii. the approval for the system, in the case of a non-municipal drinking water system.
3. A description of the respective responsibilities of the owner and the accredited operating authority in the event a deficiency is determined to exist or an emergency occurs.
4. A description of the respective responsibilities of the owner and the accredited operating authority to ensure that the operational plans for the system are reviewed and revised appropriately and that both parties are informed of all revisions.
5. Any other provisions required by the regulations. 2002, c. 32, s. 14 (1).

Delegation of duty

(2) If an owner of a drinking water system enters into an agreement with an accredited operating authority, the owner may, in the agreement, delegate a duty imposed on the owner under this Act to the accredited operating authority. 2002, c. 32, s. 14 (2).

Exception

(3) A delegation referred to in subsection (2) shall not relieve the owner of the drinking water system from the duty to comply with section 19 or the duty,

(a) to ensure that the accredited operating authority carries out its duties under this Act and the agreement in a competent and diligent manner while it is in charge of the system; and

(b) upon discovery that the accredited operating authority is failing to act in accordance with clause (a), to take all reasonable steps to ensure that the operation of the system complies with the requirements under this Act. 2002, c. 32, s. 14 (3).

Agreement to be made public

(4) The contents of every agreement referred to in subsection (1) between an owner of a drinking water system and an accredited operating authority shall be made public by the owner of the system in accordance with the requirements prescribed by the Minister. 2002, c. 32, s. 14 (4).

Directions, operational plans

15. (1) The Director shall, on or before the prescribed date, issue directions governing the preparation and content of operational plans for municipal drinking water systems and may issue

such additional directions as the Director considers necessary for the purposes of this section. 2002, c. 32, s. 15 (1).

Same

(2) If the Minister makes a regulation requiring a non-municipal drinking water system or a class of non-municipal drinking water systems to have operational plans, the Director shall, on or before the date prescribed by the Minister, issue directions governing the preparation and content of operational plans for the system or systems. 2002, c. 32, s. 15 (2).

Same

(3) The Director may amend, revoke or replace a direction issued under this section. 2002, c. 32, s. 15 (3).

Content of direction

(4) The direction shall include,

(a) minimum content requirements for operational plans;

(b) rules respecting the retention of copies of versions of operational plans;

(c) rules respecting the public disclosure of the contents of operational plans; and

(d) such other requirements as the Director considers necessary for the purposes of this Act and the regulations. 2002, c. 32, s. 15 (4).

Same

(5) A direction issued under this section may,

(a) be general or limited in its application;

(b) apply in respect of any class of drinking water systems;

(c) require the preparation of operational plans for a treatment system, a distribution system or any part of either or both of them. 2002, c. 32, s. 15 (5).

Publication

(6) A direction, amendment to a direction or revocation of a direction takes effect when a notice of the direction, amendment or revocation, as the case may be, is given in the Registry. 2002, c. 32, s. 15 (6).

***Legislation Act, 2006*, Part III**

(7) Part III (Regulations) of the *Legislation Act, 2006* does not apply to a direction issued under this section. 2002, c. 32, s. 15 (7); 2006, c. 21, Sched. F, s. 132 (1).

Operational plans

16. (1) If operational plans are required for a drinking water system under this Act, every owner and accredited operational authority of the system shall,

(a) ensure that the plans comply with such directions issued under section 15 that apply in respect of the system; and

(b) make public the contents of the operating plans in accordance with the Director's directions. 2002, c. 32, s. 16 (1).

Submission of plans, municipal drinking water system

(2) Every owner of a municipal drinking water system shall provide a copy of all operational plans for the system to the Director on or before the day prescribed by the regulations for the municipality, the system or the owner of the system. 2002, c. 32, s. 16 (2).

Review of plans

(3) The Director shall review the operational plans for the municipal drinking water system and shall issue a notice,

(a) accepting the plans if the Director is satisfied that the plans satisfy the directions; or

(b) rejecting the plans for the reasons set out in the notice, if the Director is not satisfied that the plans satisfy the directions. 2002, c. 32, s. 16 (3).

Resubmission of plans

(4) The owner of a municipal drinking water system whose operational plans are rejected by the Director shall revise and resubmit the revised plans to the Director in accordance with the directions specified in the notice. 2002, c. 32, s. 16 (4).

Ownership of operational plans

17. (1) All operational plans for a drinking water system remain the property of the owner of the system, irrespective of who prepares or revises the plans. 2002, c. 32, s. 17 (1).

Retention of plans

(2) Every accredited operating authority of a drinking water system for which operational plans are required under this Act shall retain copies of the operational plans for the system in accordance with the Director's directions under section 15. 2002, c. 32, s. 17 (2).

Same

(3) Upon termination of an agreement between the owner and the accredited operating authority of a system, the accredited operating authority shall ensure that the owner has copies of the most recently prepared and revised operational plans for the system. 2002, c. 32, s. 17 (3).

Duty to report adverse test result

18. (1) Each of the following persons shall report every prescribed adverse result of a drinking water test conducted on any waters from a municipal drinking water system or a regulated non-municipal drinking water system to the Ministry and the medical officer of health immediately after the adverse result is obtained:

1. The operating authority responsible for the system or, if there is no operating authority responsible for the system, the owner of the system.

2. The person operating the laboratory at which the adverse result was obtained. 2002, c. 32, s. 18 (1); 2007, c. 10, Sched. D, s. 3 (6).

Same

(2) A report under subsection (1) shall be made in accordance with the regulations. 2002, c. 32, s. 18 (2).

Duty to report to the owner

(3) If an operating authority is required to report an adverse test result under subsection (1), the operating authority shall also immediately report the adverse test result to the owner of the system for which the operating authority is responsible. 2007, c. 10, Sched. D, s. 3 (7).

Duty of laboratory to report

(4) Every person operating a laboratory who is required to report an adverse test result under subsection (1) shall also notify the operating authority responsible for the system or, if there is no operating authority responsible for the system, the owner of the system, of every adverse test result relating to the system, immediately after the adverse result is obtained. 2007, c. 10, Sched. D, s. 3 (7).

Duty to report adverse test result

18.1 (1) The person operating the laboratory at which an adverse result was obtained shall report every prescribed adverse result of a drinking water test conducted on any waters from a small drinking water system within the meaning of the *Health Protection and Promotion Act* to the Ministry of Health and Long-Term Care and the medical officer of health immediately after the adverse result is obtained. 2007, c. 10, Sched. D, s. 3 (8).

Same

(2) A report under subsection (1) shall be made in accordance with the regulations. 2007, c. 10, Sched. D, s. 3 (8).

Duty of laboratory to report

(3) Every person operating a laboratory who is required to report an adverse test result under subsection (1) shall also notify the operator responsible for the system or, if there is no operator responsible for the system, the owner of the system, of every adverse test result relating to the system, immediately after the adverse result is obtained. 2007, c. 10, Sched. D, s. 3 (8).

Standard of care, municipal drinking water system

19. (1) Each of the persons listed in subsection (2) shall,

(a) exercise the level of care, diligence and skill in respect of a municipal drinking water system that a reasonably prudent person would be expected to exercise in a similar situation; and

(b) act honestly, competently and with integrity, with a view to ensuring the protection and safety of the users of the municipal drinking water system. 2002, c. 32, s. 19 (1).

Same

(2) The following are the persons listed for the purposes of subsection (1):

1. The owner of the municipal drinking water system.
2. If the municipal drinking water system is owned by a corporation other than a municipality, every officer and director of the corporation.
3. If the system is owned by a municipality, every person who, on behalf of the municipality, oversees the accredited operating authority of the system or exercises decision-making authority over the system. 2002, c. 32, s. 19 (2).

Offence

(3) Every person under a duty described in subsection (1) who fails to carry out that duty is guilty of an offence. 2002, c. 32, s. 19 (3).

Same

(4) A person may be convicted of an offence under this section in respect of a municipal drinking water system whether or not the owner of the system is prosecuted or convicted. 2002, c. 32, s. 19 (4).

Reliance on experts

(5) A person shall not be considered to have failed to carry out a duty described in subsection (1) in any circumstance in which the person relies in good faith on a report of an engineer, lawyer, accountant or other person whose professional qualifications lend credibility to the report. 2002, c. 32, s. 19 (5).

Prohibition

20. (1) No person shall cause or permit any thing to enter a drinking water system if it could result in,

(a) a drinking water health hazard;

(b) a contravention of a prescribed standard; or

(c) interference with the normal operation of the system. 2002, c. 32, s. 20 (1).

Exception

(2) Subsection (1) does not apply to prohibit activities that are carried out,

(a) in the course of the proper operation, maintenance, repair or alteration of a drinking water system; or

(b) under a statutory authority or for the purposes of complying with a statutory requirement. 2002, c. 32, s. 20 (2).

Dilution no defence

(3) For the purposes of prosecuting the offence of contravening subsection (1), it is not necessary to prove that the thing, if it was diluted when or after it entered the system, continued to result in or could have resulted in a drinking water health hazard. 2002, c. 32, s. 20 (3).

APPENDIX "B"

APPENDIX "B"

DRINKING-WATER-RELATED ACTS AND REGULATIONS

Bill 66 Great Lakes Protection Act, 2015	
Clean Water Act, 2006, S.O. 2006, CHAPTER 22	✓ O. Reg. 287/07 - General ✓ O. Reg. 231/07 - Service of Documents ✓ O. Reg. 284/07 - Source Protection Areas and Regions ✓ O. Reg. 288/07 - Source Protection Committees
Safe Drinking Water Act, 2002, S.O. 2002, CHAPTER 32	✓ O. Reg. 128/04 - Certification Of Drinking Water System Operators And Water Quality Analysts ✓ O. Reg. 242/05 - Compliance And Enforcement ✓ O. Reg. 172/03 - Definitions Of "Deficiency" and "Municipal Drinking Water System" ✓ O. Reg. 171/03 - Definitions Of Words And Expressions Used In The Act ✓ O. Reg. 170/03 - Drinking Water Systems ✓ O. Reg. 248/03 - Drinking Water Testing Services ✓ O. Reg. 453/07 - Financial Plans ✓ O. Reg. 188/07 - Licensing Of Municipal Drinking Water Systems ✓ O. Reg. 169/03 - Ontario Drinking Water Quality Standards ✓ O. Reg. 243/07 - Schools, Private Schools And Day Nurseries ✓ O. Reg. 229/07 - Service Of Documents
Ontario Water Resources Act, R.S.O. 1990, CHAPTER O.40	✓ O. Reg. 525/98 - Approval Exemptions ✓ O. Reg. 450/07 - Charges for Industrial and Commercial Water Users ✓ O. Reg. 129/04 - Licensing of Sewage Works Operators ✓ O. Reg. 387/04 - Water Taking ✓ R.R.O. 1990, Reg. 903 - Wells
Water Opportunities and Water Conservation Act, 2010 S.O. 2010, CHAPTER 19 Schedule 1	✓ O. Reg. 40/11 – Water Technology Acceleration Project
Environmental Bill of Rights, 1993 S.O. 1993, CHAPTER 28	✓ O. Reg. 73/94 - General ✓ O. Reg. 681/94 – Classification of Proposal for

	Instruments
Environmental Protection Act, R.S.O. 1990, CHAPTER E.19	✓ O. Reg. 524/98 - Environmental Compliance Approvals — Exemptions From Section 9 of the Act
Health Protection and Promotion Act (Ministry of Health and Long-Term Care)	✓ O. Reg. 318/08 - Transitional – Small Drinking Water Systems ✓ O. Reg. 319/08 - Small Drinking Water Systems
Development Corporations Act, R.S.O. 1990, CHAPTER D.10	✓ O. Reg. 304/04 – The Walkerton Clean Water Centre

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APPENDIX "C"

Ontario

MUNICIPAL DRINKING WATER LICENCE

Licence Number: 054-101
Issue Number: 2

Pursuant to the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this municipal drinking water licence is issued under Part V of the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32 to:

The Corporation of the Municipality of South Huron

322 Main Street South
P.O. Box 759
Exeter ON, N0M1S6

For the following municipal residential drinking water system:

South Huron Distribution System

This municipal drinking water licence includes the following:

Schedule	Description
Schedule A	Drinking Water System Information
Schedule B	General Conditions
Schedule C	System-Specific Conditions
Schedule D	Conditions for Relief from Regulatory Requirements

DATED at TORONTO this 19th day of May, 2016

Signature

Indra R. Prashad, P.Eng.
Director
Part V, *Safe Drinking Water Act*, 2002

Schedule A: Drinking Water System Information

System Owner	**The Corporation of the Municipality of South Huron**
Licence Number	**054-101**
Drinking Water System Name	**South Huron Distribution System**
Schedule A Issue Date	**May 19th, 2016**

The following information is applicable to the above drinking water system and forms part of this licence:

Licence

Licence Issue Date	May 19th, 2016
Licence Expiry Date	May 18th, 2021
Application for Licence Renewal Date	November 18th, 2020

Drinking Water Works Permit

Drinking Water System Name	Permit Number	Issue Date
South Huron Distribution System	054-201	May 19th, 2016

Permit To Take Water

Water Taking Locations	Permit Number	Issue Date
Not Applicable	Not Applicable	Not Applicable

Financial Plans

The Financial Plan Number for the Financial Plan required to be developed for this drinking water system in accordance with O. Reg. 453/07 shall be:	054-301
Alternately, if one Financial Plan is developed for all drinking water systems owned by the owner, the Financial Plan Number shall be:	054-301A

Accredited Operating Authority

Drinking Water System or Operational Subsystems	Accredited Operating Authority	Operational Plan No.	Operating Authority No.
South Huron Water Distribution System	Municipality of South Huron	054-401	054-OA1

Schedule B: General Conditions

System Owner	**The Corporation of the Municipality of South Huron**
Licence Number	**054-101**
Drinking Water System Name	**South Huron Distribution System**
Schedule B Issue Date	**May 19th, 2016**

1.0 Definitions

1.1 Words and phrases not defined in this licence and the associated drinking water works permit shall be given the same meaning as those set out in the SDWA and any regulations made in accordance with that act, unless the context requires otherwise.

1.2 In this licence and the associated drinking water works permit:

"**adverse effect**", "**contaminant**" and "**natural environment**" shall have the same meanings as in the EPA;

"**alteration**" may include the following in respect of this drinking water system:

(a) An addition to the system,
(b) A modification of the system,
(c) A replacement of part of the system, and
(d) An extension of the system;

"**compound of concern**" means a contaminant that, based on generally available information, may be emitted from a component of the drinking water system to the atmosphere in a quantity that is significant either in comparison to the relevant point of impingement limit or if a point of impingement limit is not available for the compound, then based on generally available toxicological information, the compound has the potential to cause an adverse effect as defined by the EPA at a point of impingement;

"**Director**" means a Director appointed pursuant to section 6 of the SDWA for the purposes of Part V of the SDWA;

"**drinking water works permit**" means the drinking water works permit for the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

"**emission summary table**" means the table that was prepared by a Professional Engineer in accordance with O. Reg. 419/05 and the procedure document listing the appropriate point of impingement concentrations of each compound of concern emitted from a component of the drinking water system and providing comparison to the corresponding point of impingement limit;

"**EPA**" means the *Environmental Protection Act*, R.S.O. 1990, c. E.19;

"**financial plan**" means the financial plan required by O. Reg. 453/07;

"**licence**" means this municipal drinking water licence for the municipal drinking water system identified in Schedule A of this licence;

"**operational plan**" means an operational plan developed in accordance with the Director's Directions – Minimum Requirements for Operational Plans made under the authority of subsection 15(1) of the SDWA;

"**owner**" means the owner of the drinking water system as identified in Schedule A of this licence;

"**permit to take water**" means the permit to take water that is associated with the taking of water for purposes of the operation of the drinking water system, as identified in Schedule A of this licence and as amended from time to time;

"**point of impingement**" means any point in the natural environment that is not on the same property as the source of the contaminant and as defined by section 2 of O. Reg. 419/05;

"**point of impingement limit**" means the appropriate standard from Schedule 1, 2 or 3 of O. Reg. 419/05 and if a standard is not provided for a compound of concern, the appropriate criteria listed in the Ministry of the Environment and Climate Change publication titled "Summary of Standards and Guidelines to support Ontario Regulation 419: Air Pollution – Local Air Quality (including Schedule 6 of O. Reg. 419 on Upper Risk Thresholds)", dated February 2008, as amended;

"**procedure document**" means the Ministry of the Environment and Climate Change procedure titled "Procedure for Preparing an Emission Summary and Dispersion Modelling Report" dated July 2005, as amended;

"**Professional Engineer**" means a Professional Engineer who has been licensed to practice in the Province of Ontario;

"**provincial officer**" means a provincial officer appointed pursuant to section 8 of the SDWA;

"**publication NPC-300**" means the Ministry of the Environment and Climate Change publication titled "Environmental Noise Guideline: Stationary and Transportation Sources – Approval and Planning" dated August 2013, as amended;

"**SDWA**" means the *Safe Drinking Water* Act, 2002, S.O. 2002, c. 32;

"**sensitive populations**" means any one or a combination of the following locations where the health effects of nitrogen oxides emissions from emergency generators shall be considered using the point of impingement limit instead of the Ministry of the Environment and Climate Change screening level for emergency generators:

(a) health care units (e.g., hospitals and nursing homes),
(b) primary/junior public schools,
(c) day-care facilities, and
(d) playgrounds;

"**subsystem**" has the same meaning as in Ontario Regulation 128/04 (Certification of Drinking Water System Operators and Water Quality Analysts);

"**surface water**" means water bodies (lakes, wetlands, ponds - including dug-outs), water courses (rivers, streams, water-filled drainage ditches), infiltration trenches, and areas of seasonal wetlands;

2.0 Applicability

2.1 In addition to any other requirements, the drinking water system identified above shall be established, altered and operated in accordance with the conditions of the drinking water works permit and this licence.

3.0 Licence Expiry

3.1 This licence expires on the date identified as the licence expiry date in Schedule A of this licence.

4.0 Licence Renewal

4.1 Any application to renew this licence shall be made on or before the date identified as the application for licence renewal date set out in Schedule A of this licence.

5.0 Compliance

5.1 The owner and operating authority shall ensure that any person authorized to carry out work on or to operate any aspect of the drinking water system has been informed of the SDWA, all applicable regulations made in accordance with that act, the drinking water works permit and this licence and shall take all reasonable measures to ensure any such person complies with the same.

6.0 Licence and Drinking Water Works Permit Availability

6.1 At least one copy of this licence and the drinking water works permit shall be stored in such a manner that they are readily viewable by all persons involved in the operation of the drinking water system.

7.0 Drinking Water Works Permit

7.1 A drinking water works permit identified in Schedule A of this licence is the applicable permit on the date identified as the Schedule A Issue Date.

8.0 Financial Plan

8.1 For every financial plan prepared in accordance with subsections 2(1) and 3(1) of O. Reg. 453/07, the owner of the drinking water system shall:

8.1.1 Ensure that the financial plan contains on the front page of the financial plan, the appropriate financial plan number as set out in Schedule A of this licence; and

8.1.2 Submit a copy of the financial plan to the Ministry of Municipal Affairs and Housing within three (3) months of receiving approval by a resolution of municipal council or the governing body of the owner.

9.0 Interpretation

9.1 Where there is a conflict between the provisions of this licence and any other document, the following hierarchy shall be used to determine the provision that takes precedence:

9.1.1 The SDWA;

9.1.2 A condition imposed in this licence that explicitly overrides a prescribed regulatory requirement;

9.1.3 A condition imposed in the drinking water works permit that explicitly overrides a prescribed regulatory requirement;

9.1.4 Any regulation made under the SDWA;

9.1.5 Any provision of this licence that does not explicitly override a prescribed regulatory requirement;

9.1.6 Any provision of the drinking water works permit that does not explicitly override a prescribed regulatory requirement;

9.1.7 Any application documents listed in this licence, or the drinking water works permit from the most recent to the earliest; and

9.1.8 All other documents listed in this licence, or the drinking water works permit from the most recent to the earliest.

9.2 If any requirement of this licence or the drinking water works permit is found to be invalid by a court of competent jurisdiction, the remaining requirements of this licence and the drinking water works permit shall continue to apply.

9.3 The issuance of and compliance with the conditions of this licence and the drinking water works permit does not:

9.3.1 Relieve any person of any obligation to comply with any provision of any applicable statute, regulation or other legal requirement, including the *Environmental Assessment Act*, R.S.O. 1990, c. E.18; and

9.3.2 Limit in any way the authority of the appointed Directors and provincial officers of the Ministry of the Environment and Climate Change to require certain steps be taken or to require the owner to furnish any further information related to compliance with the conditions of this licence or the drinking water works permit.

9.4 For greater certainty, nothing in this licence or the drinking water works permit shall be read to provide relief from regulatory requirements in accordance with section 46 of the SDWA, except as expressly provided in the licence or the drinking water works permit.

10.0 Adverse Effects

10.1 Nothing in this licence or the drinking water works permit shall be read as to permit:

10.1.1 The discharge of a contaminant into the natural environment that causes or is likely to cause an adverse effect; or

10.1.2 The discharge of any material of any kind into or in any waters or on any shore or bank thereof or into or in any place that may impair the quality of the water of any waters.

10.2 All reasonable steps shall be taken to minimize and ameliorate any adverse effect on the natural environment or impairment of the quality of water of any waters resulting from the operation of the drinking water system including such accelerated or additional monitoring as may be necessary to determine the nature and extent of the effect or impairment.

10.3 Fulfillment of one or more conditions imposed by this licence or the drinking water works permit does not eliminate the requirement to fulfill any other condition of this licence or the drinking water works permit.

11.0 Change of Owner or Operating Authority

11.1 This licence is not transferable without the prior written consent of the Director.

11.2 The owner shall notify the Director in writing at least 30 days prior to a change of any operating authority identified in Schedule A of this licence.

11.2.1 Where the change of operating authority is the result of an emergency situation, the owner shall notify the Director in writing of the change as soon as practicable.

12.0 Information to be Provided

12.1 Any information requested by a Director or a provincial officer concerning the drinking water system and its operation, including but not limited to any records required to be kept by this licence or the drinking water works permit, shall be provided upon request.

13.0 Records Retention

13.1 Except as otherwise required in this licence or the drinking water works permit, any records required by or created in accordance with this licence or the drinking water works permit, other than the records specifically referenced in section 12 of O. Reg. 170/03, shall be retained for at least 5 years and made available for inspection by a provincial officer, upon request.

14.0 Chemicals and Materials

14.1 All chemicals and materials used in the alteration or operation of the drinking water system that come into contact with water within the system shall meet all applicable standards set by both the American Water Works Association ("AWWA") and the American National Standards Institute ("ANSI") safety criteria standards NSF/60, NSF/61 and NSF 372.

14.1.1 In the event that the standards are updated, the owner may request authorization from the Director to use any on hand chemicals and materials that previously met the applicable standards.

14.1.2 The requirement for the owner to comply with NSF 372 shall come into force no later than August 2, 2018.

14.2 The most current chemical and material product registration documentation from a testing institution accredited by either the Standards Council of Canada or by the American National Standards Institution ("ANSI") shall be available at all times for each chemical and material used in the operation of the drinking water system that comes into contact with water within the system.

14.3 Conditions 14.1 and 14.2 do not apply in the case of the following:

14.3.1 Water pipe and pipe fittings meeting AWWA specifications made from ductile iron, cast iron, PVC, fibre and/or steel wire reinforced cement pipe or high density polyethylene (HDPE);

14.3.2 Articles made from stainless steel, glass, HDPE or Teflon®;

14.3.3 Cement mortar for watermain lining and for water contacting surfaces of concrete structures made from washed aggregates and Portland cement;

14.3.4 Gaskets that are made from NSF approved materials;

14.3.5 Food grade oils and lubricants, food grade anti-freeze, and other food grade chemicals and materials that are compatible for drinking water use; or

14.3.6 Any particular chemical or material where the owner has written documentation signed by the Director that indicates that the Ministry of the Environment and Climate Change is satisfied that the chemical or material is acceptable for use within the drinking water system and the chemical or material is only used as permitted by the documentation.

15.0 Drawings

15.1 All drawings and diagrams in the possession of the owner that show any treatment subsystem as constructed shall be retained by the owner unless the drawings and diagrams are replaced by a revised or updated version showing the subsystem as constructed subsequent to the alteration.

15.2 Any alteration to any treatment subsystem shall be incorporated into process flow diagrams, process and instrumentation diagrams, and record drawings and diagrams within one year of the substantial completion of the alteration.

15.3 Process flow diagrams and process and instrumentation diagrams for any treatment subsystem shall be kept in a place, or made available in such a manner, that they may be readily viewed by all persons responsible for all or part of the operation of the drinking water system.

16.0 Operations and Maintenance Manual

16.1 An up-to-date operations and maintenance manual or manuals shall be maintained and applicable parts of the manual or manuals shall be made available for reference by all persons responsible for all or part of the operation or maintenance of the drinking water system.

16.2 The operations and maintenance manual or manuals, shall include at a minimum:

16.2.1 The requirements of this licence and associated procedures;

16.2.2 The requirements of the drinking water works permit for the drinking water system;

16.2.3 A description of the processes used to maintain secondary disinfection within the drinking water system.

16.2.4 Procedures for monitoring and recording the in-process parameters necessary for the control of any treatment subsystem and for assessing the performance of the drinking water system;

16.2.5 Procedures for the operation and maintenance of monitoring equipment;

16.2.6 Contingency plans and procedures for the provision of adequate equipment and material to deal with emergencies, upset conditions and equipment breakdown;

16.2.7 Procedures for dealing with complaints related to the drinking water system, including the recording of the nature of the complaint and any investigation and corrective action taken in respect of the complaint;

16.3 Procedures necessary for the operation and maintenance of any alterations to the drinking water system shall be incorporated into the operations and maintenance manual or manuals prior to those alterations coming into operation.

Schedule C: System-Specific Conditions

System Owner	**The Corporation of the Municipality of South Huron**
Licence Number	**054-101**
Drinking Water System Name	**South Huron Distribution System**
Schedule C Issue Date	**May 19th, 2016**

1.0 Additional Sampling, Testing and Monitoring

Drinking Water Health and Non-Health Related Parameters

1.1 For a drinking water system or drinking water subsystem identified in column 1 of Tables 1 and 2 and in addition to any other sampling, testing and monitoring that may be required, sampling, testing and monitoring shall be undertaken for a test parameter listed in column 2 at the sampling frequency listed in column 3 and at the monitoring location listed in column 4 of the same row.

Table 1: Drinking Water Health Related Parameters

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

Table 2: Drinking Water Non-Health Related Parameters

Column 1 Drinking Water System or Drinking Water Subsystem Name	Column 2 Test Parameter	Column 3 Sampling Frequency	Column 4 Monitoring Location
Not Applicable	Not Applicable	Not Applicable	Not Applicable

Environmental Discharge Parameters

1.2 Pursuant to Condition 10 of Schedule B of this licence, the owner may undertake the following environmental discharges associated with the maintenance and/or repair of the drinking water system:

1.2.1 The discharge of potable water from a watermain to a road or storm sewer;

1.2.2 The discharge of potable water from a water storage facility or pumping station:

1.2.2.1 To a road or storm sewer; or

1.2.2.2 To a watercourse where the discharge has been dechlorinated and if necessary, sediment and erosion control measures have been implemented.

1.2.3 The discharge of dechlorinated non-potable water from a watermain, water storage facility or pumping station to a road or storm sewer; and

1.2.4 The discharge of potable water or non-potable water from a treatment subsystem to the environment where if necessary, the discharge has been dechlorinated and sediment and erosion control measures have been implemented.

2.0 Studies Required

2.1 Not Applicable

3.0 Source Protection

3.1 Not Applicable

Schedule D: Conditions for Relief from Regulatory Requirements

System Owner	**The Corporation of the Municipality of South Huron**
Licence Number	**054-101**
Drinking Water System Name	**South Huron Distribution System**
Schedule D Issue Date	**May 19th, 2016**

1.0 Lead Regulatory Relief

1.1 Any relief from regulatory requirements previously authorized by the Director in respect of the drinking water system under section 38 of the SDWA in relation to the sampling, testing or monitoring requirements contained in Schedule 15.1 of O. Reg. 170/03 shall remain in force until such time as Schedule 15.1 of O. Reg. 170/03 is amended after June 1, 2009.

2.0 Other Regulatory Relief

2.1 Subject to condition 2.2 below, the following provisions of O.Reg 170/03 do not apply to the Exeter water supply system with respect to maintaining minimum free chlorine residual in the distribution system at the locations noted in condition 2.2:

Schedule 16-3(4) & (5) - Reporting Adverse Test Results - secondary disinfection

2.2 Conditions in exchange for relief from regulatory requirements:

<u>Point-of-Entry Ultraviolet (UV) Disinfection Systems:</u>
Individual UV disinfection systems at the locations noted below within the Municipality of South Huron:

- 40610 MacDonald Road
- 70623 McTaggart Line
- 71642 McTaggart Line
- 71890 McTaggart Line
- 40507 Huron Street
- 40526 Huron Street
- 40769 Huron Street

APPENDIX "D"

Ontario

DRINKING WATER WORKS PERMIT

Permit Number: 054-201
Issue Number: 3

Pursuant to the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, this drinking water works permit is issued under Part V of the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32 to:

The Corporation of the Municipality of South Huron

322 Main Street South
P.O. Box 759
Exeter ON, N0M1S6

For the following municipal residential drinking water system:

South Huron Distribution System

This drinking water works permit includes the following:

Schedule	Description
Schedule A	Drinking Water System Description
Schedule B	General
Schedule C	All documents issued as Schedule C to this drinking water works permit which authorize alterations to the drinking water system

DATED at TORONTO this 1st day of December, 2016

Signature

A. Ahmed

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act*, 2002

Schedule A: Drinking Water System Description

System Owner	**The Corporation of the Municipality of South Huron**
Permit Number	**054-201**
Drinking Water System Name	**South Huron Distribution System**
Schedule A Issue Date	**December 1st, 2016**

1.0 System Description

1.1 The following is a summary description of the works comprising the above drinking water system:

Overview

The Municipality of South Huron obtains its drinking water supply from the Lake Huron Primary Water Supply System (LHPWSS). The LHPWSS Joint Board of Management owns and governs the area water system using the City of London as the Administering Municipality.

The **South Huron Distribution System** services the areas of Exeter, Stephen Ward, Crediton, Centralia, Dashwood and Huron Park and consists of two (2) pumping stations, two (2) storage reservoirs, two (2) elevated storage tanks and approximately 181 kilometers of distribution watermains.

Pumping Stations

Crediton Booster Pumping Station

Location	100 Victoria Avenue West, Crediton, ON
UTM Coordinates	NAD 83, Zone 17: 454631 m E, 4794076 m N
Equipment	Pump No. 1 – Vertical Turbine pump rated 27 L/s at 60.7 m TDH
	Pump No. 2 – Vertical Turbine pump rated 27 L/s at 60.7 m TDH
	Pump No. 3 – Vertical Turbine pump rated 27 L/s at 60.7 TDH
	One (1) online continuous chlorine analyzer
	Surge anticipating relief valve, pressure relief valve, pressure indicating transmitters, check valves, gate valves, butterfly valves and associated appurtenances
Standby Power	Stationary Diesel Generator with a rating of 100kW
Notes	All pumps equipped with variable frequency drives

Storage Reservoirs and Pumping Stations

MacNaughton Drive Reservoirs and Booster Pumping Station

Location	62 MacNaughton Drive, Exeter, ON
UTM Coordinates	NAD 83, Zone 17: 461093 m E, 4800459 m N
Description	Two single-cell in ground reservoirs and a pumphouse to provide storage and pressure regulation for Exeter
Reservoir Dimensions	Reservoir # 1 – 18.3 m x 18.3 m x 4.1 m with a total Volume of 1136 m^3
	Reservoir # 2 – 24.2 m x 24.2 m x 4.55 m with a total Volume of 2490 m^3
Equipment	Pump No. 1 – Vertical Turbine Pump rated 69 L/s at 49.4 m TDH
	Pump No. 2 – Vertical Turbine Pump rated at 18 L/s at 65 m TDH
	Pump No. 3 – Vertical turbine pump rated at 175 L/s at 65 m TDH
	Flow meters, pressure transmitters, level transducers, hydraulically actuated control valves, check valves, gate valves and associated appurtenances
Standby Power	Stationary Diesel Generator with a rating of 350 kW
Notes	All pumps equipped with variable frequency drives

Elevated Storage Tanks

Exeter Water Tower

Location	66 Nelson Street, Exeter, ON
UTM Coordinates	NAD 83, Zone 17: 460749 m E, 4800219 m N
Description	Elevated Storage
Total Volume	1515 m^3
Equipment	One (1) online continuous chlorine residual analyzer and pressure transmitter
Standby Power	Stationary natural gas generator with a rating of 20 kW
Notes	Chlorine Residual Analyzer and standby generator located at adjacent water/sewer operations centre, 82 Nelson Street

Huron Park Water Tower

Location	69751 Airport Line, Huron Park, ON
UTM Coordinates	NAD 83, Zone 17: 459750 m E, 4793446 m N
Description	Elevated Storage
Total Volume	2700 m^3
Equipment	Three (3) online continuous chlorine residual analyzers (Pre, Post, Out)
	Mixing system with circulation pumps, gate valves, check valves, pressure transmitter and associated appurtenances
Re-chlorination	Chlorine gas system including two (2) 150 lb tanks on dual weigh scales, automatic closure system, vacuum regulator, automatic switch over unit (3 way valve), chlorine gas detector (air), chlorine gas controller and ejector
Standby Power	Stationary natural gas generator with a rating of 60 kW

Other Subsystem Components

Exeter Pressure Control Zone Chamber

Location	30 William Street, Exeter, ON
UTM Coordinates	NAD 83, Zone 17: 460791 m E, 4800468 m N
Description	Valve chamber houses pressure reducing valve, check valve pressure transmitter and associated appurtenances
Notes	

Huron Street Monitoring Chamber

Location	Huron Street West, Exeter, ON
UTM Coordinates	NAD 83, Zone 17: 460063 m E, 4798921 m N
Description	Monitoring chamber houses flow meter, chlorine residual analyzer, pressure transducer and associated appurtenances
Notes	

Airport Line Flow Monitoring Chamber

Location	69751 Airport Line, Huron Park, ON
UTM Coordinates	NAD 83, Zone 17: 459816 m E, 4793449 m N
Description	Chamber houses flow meter, gate valves and associated appurtenances

Airport Line and Huron Street Control Chamber

Location	Airport Line, South of Huron Street
UTM Coordinates	NAD 83, Zone 17: 459076 m E, 4798758 m N
Description	Chamber houses electrically operated monitored valve and associated appurtenances

Dashwood Area Control Zone Chamber "A"

Location	Bronson Line, South of Huron Street
UTM Coordinates	NAD 83, Zone 17: 448827 m E, 4797289 m N
Description	Chamber houses N/C 200mm gate valve, pressure reducing sustaining valve on 50 mm bypass piping and associated appurtenances

Dashwood Area Control Zone Chamber "B"

Location	37337 Dashwood Road, west of Village of Dashwood
UTM Coordinates	NAD 83, Zone 17: 447165 m E, 4799237 m N
Description	Chamber houses N/C 100mm gate valve, pressure reducing sustaining valve on 50 mm bypass piping and associated appurtenances

Dashwood Area Control Zone Chamber "C"

Location	Goshen Line, South of Huron Street
UTM Coordinates	NAD 83, Zone 17: 450874 m E, 4797628 m N
Description	Chamber houses N/C 100mm gate valve, 19 mm bleeder bypass piping with flow meter and associated appurtenances

Dashwood Area Control Zone Chamber "D"

Location	Babylon Line, South of Huron Street
UTM Coordinates	NAD 83, Zone 17: 452932 m E, 4797873 m N
Description	Chamber houses N/C 100mm gate valve, pressure reducing sustaining valve on 50mm bypass piping and associated appurtenances

Dashwood Area Control Zone Chamber "E"

Location	Dashwood Road, West of Shipka Line
UTM Coordinates	NAD 83, Zone 17: 444098 m E, 4798813 m N
Description	Chamber houses N/C 100mm gate valve, 19mm bleeder bypass piping with flow meter and associated appurtenances

Dashwood Area Control Zone Chamber "F"

Location	Blackbush Line, North of Crediton Road
UTM Coordinates	NAD 83, Zone 17: 447344 m E, 4793187 m N
Description	Chamber houses N/C 100mm gate valve, 19mm bleeder bypass piping with flow meter and associated appurtenances

Watermains

1.2 Watermains within the distribution system comprise:

1.2.1 Watermains that have been set out in each document or file identified in column 1 of Table 1.

Table 1: Watermains

Column 1 Document or File Name	Column 2 Date
SouthHuron_MOE_Centralia_2015	October 15, 2015
SouthHuron_MOE_GrandBend_2015	October 15, 2015
SouthHuron_MOE_Stephentwp_2015	October 19, 2015
SouthHuron_MOE_Crediton_2015	November 23, 2015
SouthHuron_MOE_Dashwood_2015	November 23, 2015
SouthHuron_MOE_ExeterWater _2015	November 23, 2015
SouthHuron_MOE_HuronPark_2015	November 23, 2015

1.2.2 Watermains that have been added, modified, replaced or extended further to the provisions of Schedule C of this drinking water works permit on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.

1.2.3 Watermains that have been added, modified, replaced or extended further to an authorization by the Director on or after the date identified in column 2 of Table 1 for each document or file identified in column 1.

Schedule B: General

System Owner	**The Corporation of the Municipality of South Huron**
Permit Number	**054-201**
Drinking Water System Name	**South Huron Distribution System**
Schedule B Issue Date	**December 1st, 2016**

1.0 Applicability

1.1 In addition to any other requirements, the drinking water system identified above shall be altered and operated in accordance with the conditions of this drinking water works permit and the licence.

1.2 The definitions and conditions of the licence shall also apply to this drinking water works permit.

2.0 Alterations to the Drinking Water System

2.1 Any document issued by the Director as a Schedule C to this drinking water works permit shall provide authority to alter the drinking water system in accordance, where applicable, with the conditions of this drinking water works permit and the licence.

2.2 All Schedule C documents issued by the Director for the drinking water system shall form part of this drinking water works permit.

2.3 All parts of the drinking water system in contact with drinking water which are:

2.3.1 Added, modified, replaced, extended; or

2.3.2 Taken out of service for inspection, repair or other activities that may lead to contamination,

shall be disinfected before being put into service in accordance with a procedure approved by the Director or in accordance with the applicable provisions of the following documents:

a) The ministry's Watermain Disinfection Procedure, effective November 19, 2016;
b) AWWA C652 – Standard for Disinfection of Water-Storage Facilities;
c) AWWA C653 – Standard for Disinfection of Water Treatment Plants; and
d) AWWA C654 – Standard for Disinfection of Wells.

2.4 The owner shall notify the Director within thirty (30) days of the placing into service or the completion of any addition, modification, replacement or extension of the drinking water system which had been authorized through:

2.4.1 Schedule B to this drinking water works permit which would require an alteration of the description of a drinking water system component described in Schedule A of this drinking water works permit;

2.4.2 Any Schedule C to this drinking water works permit respecting works other than watermains; or

2.4.3 Any approval issued prior to the issue date of the first drinking water works permit respecting works other than watermains which were not in service at the time of the issuance of the first drinking water works permit.

2.5 For greater certainty, the notification requirements set out in condition 2.4 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:

2.5.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03;

2.5.2 Constitutes maintenance or repair of the drinking water system; or

2.5.3 Is a watermain authorized by condition 3.1 of Schedule B of this drinking water works permit.

2.6 The owner shall notify the legal owner of any part of the drinking water system that is prescribed as a municipal drinking water system by section 2 of O. Reg. 172/03 of the requirements of the licence and this drinking water works permit as applicable to the prescribed system.

2.7 For greater certainty, any alteration to the drinking water system made in accordance with this drinking water works permit may only be carried out after other legal obligations have been complied with including those arising from the *Environmental Assessment Act*, *Niagara Escarpment Planning and Development Act*, *Oak Ridges Moraine Conservation Act, 2001* and *Greenbelt Act, 2005*.

3.0 Watermain Additions, Modifications, Replacements and Extensions

3.1 The drinking water system may be altered by adding, modifying, replacing or extending a watermain within the distribution system subject to the following conditions:

3.1.1 The design of the watermain addition, modification, replacement or extension:

a) Has been prepared by a Professional Engineer;

b) Has been designed only to transmit water and has not been designed to treat water;

c) Satisfies the design criteria set out in the Ministry of the Environment and Climate Change publication "Watermain Design Criteria for Future Alterations Authorized under a Drinking Water Works Permit – June 2012", as amended from time to time; and

d) Is consistent with or otherwise addresses the design objectives contained within the Ministry of the Environment and Climate Change publication "Design Guidelines for Drinking Water Systems, 2008", as amended from time to time.

3.1.2 The maximum demand for water exerted by consumers who are serviced by the addition, modification, replacement or extension of the watermain will not result in an exceedance of the rated capacity of a treatment subsystem or the maximum flow rate for a treatment subsystem component as specified in the licence, or the creation of adverse conditions within the drinking water system.

3.1.3 The watermain addition, modification, replacement or extension will not adversely affect the distribution system's ability to maintain a minimum pressure of 140 kPa at ground level at all points in the distribution system under maximum day demand plus fire flow conditions.

3.1.4 Secondary disinfection will be provided to water within the added, modified, replaced or extended watermain to meet the requirements of O. Reg. 170/03.

3.1.5 The watermain addition, modification, replacement or extension is wholly located within the municipal boundary over which the owner has jurisdiction.

3.1.6 The owner of the drinking water system consents in writing to the watermain addition, modification, replacement or extension.

3.1.7 A Professional Engineer has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of condition 3.1.1.

3.1.8 The owner of the drinking water system has verified in writing that the watermain addition, modification, replacement or extension meets the requirements of conditions 3.1.2 to 3.1.6.

3.2 The authorization for the addition, modification, replacement or extension of a watermain provided for in condition 3.1 does not include the addition, modification, replacement or extension of a watermain that:

3.2.1 Passes under or through a body of surface water, unless trenchless construction methods are used;

3.2.2 Has a nominal diameter greater than 750 mm;

3.2.3 Results in the fragmentation of the drinking water system; or

3.2.4 Connects to another drinking water system, unless:

a) Prior to construction, the owner of the drinking water system seeking the connection obtains written consent from the owner or owner's delegate of the drinking water system being connected to; and

b) The owner of the drinking water system seeking the connection retains a copy of the written consent from the owner or owner's delegate of the drinking water system being connected to as part of the record that is recorded and retained under condition 3.3.

3.3 The verifications required in conditions 3.1.7 and 3.1.8 shall be:

3.3.1 Recorded on "Form 1 – Record of Watermains Authorized as a Future Alteration", as published by the Ministry of the Environment and Climate Change, prior to the watermain addition, modification, replacement or extension being placed into service; and

3.3.2 Retained for a period of ten (10) years by the owner.

3.4 For greater certainty, the verification requirements set out in condition 3.3 do not apply to any addition, modification, replacement or extension in respect of the drinking water system which:

3.4.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or

3.4.2 Constitutes maintenance or repair of the drinking water system.

3.5 The document or file referenced in Column 1 of Table 1 of Schedule A of this drinking water works permit that sets out watermains shall be retained by the owner and shall be updated to include watermain additions, modifications, replacements and extensions within 12 months of the addition, modification, replacement or extension.

3.6 The updates required by condition 3.5 shall include watermain location relative to named streets or easements and watermain diameter.

4.0 Minor Modifications to the Drinking Water System

4.1 The drinking water system may be altered by adding, modifying or replacing the following components in the drinking water system:

4.1.1 Raw water pumps and treatment process pumps in the treatment system;

4.1.2 Coagulant feed systems in the treatment system, including the location and number of dosing points;

4.1.3 Valves;

4.1.4 Instrumentation and controls, including SCADA systems, and software associated with these devices;

4.1.5 Filter media, backwashing equipment and under-drains in the treatment system; or,

4.1.6 Spill containment works.

4.2 The drinking water system may be altered by adding, modifying, replacing or removing the following components in the drinking water system:

4.2.1 Treated water pumps and associated equipment;

4.2.2 Re-circulation devices within distribution system storage facilities;

4.2.3 In-line mixing equipment;

4.2.4 Chemical metering pumps and chemical handling pumps;

4.2.5 Chemical storage tanks (excluding fuel storage tanks) and associated equipment; or,

4.2.6 Measuring and monitoring devices that are not required by regulation, by a condition in the Drinking Water Works Permit, or by a condition otherwise imposed by the Ministry of the Environment and Climate Change.

4.3 The drinking water system may be altered by replacing the following:

4.3.1 Raw water piping, treatment process piping or treated water piping within the treatment subsystem;

4.3.2 Fuel storage tanks and spill containment works, and associated equipment; or

4.3.3 Coagulants and pH adjustment chemicals, where the replacement chemicals perform the same function;

a) Prior to making any alteration to the drinking water system under condition 4.3.3, the owner shall undertake a review of the impacts that the alteration might have on corrosion control or other treatment processes; and

b) The owner shall notify the Director in writing within thirty (30) days of any alteration made under condition 4.3.3 and shall provide the Director with a copy of the review.

4.4 Any alteration of the drinking water system made under conditions 4.1, 4.2 or 4.3 shall not result in:

4.4.1 An exceedance of a treatment subsystem rated capacity or a treatment subsystem component maximum flow rate as specified in the licence;

4.4.2 The bypassing of any unit process within a treatment subsystem;

4.4.3 A deterioration in the quality of drinking water provided to consumers;

4.4.4 A reduction in the reliability or redundancy of any component of the drinking water system;

4.4.5 A negative impact on the ability to undertake compliance and other monitoring necessary for the operation of the drinking water system; or

4.4.6 An adverse effect on the environment.

4.5 The owner shall verify in writing that any addition, modification, replacement or removal of drinking water system components in accordance with conditions 4.1, 4.2 or 4.3 has met the requirements of the conditions listed in condition 4.4.

4.6 The verifications and documentation required in condition 4.5 shall be:

4.6.1 Recorded on "Form 2 – Record of Minor Modifications or Replacements to the Drinking Water System", as published by the Ministry of the Environment and Climate Change, prior to the modified or replaced components being placed into service; and

4.6.2 Retained for a period of ten (10) years by the owner.

4.7 For greater certainty, the verification requirements set out in conditions 4.5 and 4.6 do not apply to any addition, modification, replacement or removal in respect of the drinking water system which:

4.7.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or

4.7.2 Constitutes maintenance or repair of the drinking water system.

4.8 The owner shall update any drawings maintained for the drinking water system to reflect the modification or replacement of the works, where applicable.

5.0 Equipment with Emissions to the Air

5.1 The drinking water system may be altered by adding, modifying or replacing any of the following drinking water system components that may discharge or alter the rate or manner of a discharge of a compound of concern to the atmosphere:

5.1.1 Any equipment, apparatus, mechanism or thing that is used for the transfer of outdoor air into a building or structure that is not a cooling tower;

5.1.2 Any equipment, apparatus, mechanism or thing that is used for the transfer of indoor air out of a space used for the production, processing, repair, maintenance or storage of goods or materials, including chemical storage;

5.1.3 Laboratory fume hoods used for drinking water testing, quality control and quality assurance purposes;

5.1.4 Low temperature handling of compounds with a vapor pressure of less than 1 kilopascal;

5.1.5 Maintenance welding stations;

5.1.6 Minor painting operations used for maintenance purposes;

5.1.7 Parts washers for maintenance shops;

5.1.8 Emergency chlorine and ammonia gas scrubbers and absorbers;

5.1.9 Venting for activated carbon units for drinking water taste and odour control;

5.1.10 Venting for a stripping unit for methane removal from a groundwater supply;

5.1.11 Venting for an ozone treatment unit;

5.1.12 Natural gas or propane fired boilers, water heaters, space heaters and make-up air units with a total facility-wide heat input rating of less than 20 million kilojoules per hour, and with an individual fuel energy input of less than or equal to 10.5 gigajoules per hour; or

5.1.13 Emergency generators that fire No. 2 fuel oil (diesel fuel) with a sulphur content of 0.5 per cent or less measured by weight, natural gas, propane, gasoline or biofuel, and that are used for emergency duty only with periodic testing.

5.2 The owner shall not add, modify or replace a drinking water system component set out in condition 5.1 for an activity that is not directly related to the treatment and/or distribution of drinking water.

5.3 The emergency generators identified in condition 5.1.13 shall not be used for non-emergency purposes including the generation of electricity for sale or for peak shaving purposes.

5.4 The owner shall prepare an emission summary table for nitrogen oxide emissions only, for each addition, modification or replacement of emergency generators identified in condition 5.1.13.

Performance Limits

5.5 The owner shall ensure that a drinking water system component identified in conditions 5.1.1 to 5.1.13 is operated at all times to comply with the following limits:

5.5.1 For equipment other than emergency generators, the maximum concentration of any compound of concern at a point of impingement shall not exceed the corresponding point of impingement limit;

5.5.2 For emergency generators, the maximum concentration of nitrogen oxides at sensitive populations shall not exceed the applicable point of impingement limit, and at non-sensitive populations shall not exceed the Ministry of the Environment and Climate Change half-hourly screening level of 1880 ug/m^3 as amended; and

5.5.3 The noise emissions comply at all times with the limits set out in publication NPC-300, as applicable.

5.6 The owner shall verify in writing that any addition, modification or replacement of works in accordance with condition 5.1 has met the requirements of the conditions listed in condition 5.5.

5.7 The owner shall document how compliance with the performance limits outlined in condition 5.5.3 is being achieved, through noise abatement equipment and/or operational procedures.

5.8 The verifications and documentation required in conditions 5.6 and 5.7 shall be:

5.8.1 Recorded on "Form 3 – Record of Addition, Modification or Replacement of Equipment Discharging a Contaminant of Concern to the Atmosphere", as published by the Ministry of the Environment and Climate Change, prior to the additional, modified or replacement equipment being placed into service; and

5.8.2 Retained for a period of ten (10) years by the owner.

5.9 For greater certainty, the verification and documentation requirements set out in conditions 5.6 and 5.8 do not apply to any addition, modification or replacement in respect of the drinking water system which:

5.9.1 Is exempt from subsection 31(1) of the SDWA by subsection 9.(2) of O. Reg. 170/03; or

5.9.2 Constitutes maintenance or repair of the drinking water system.

5.10 The owner shall update any drawings maintained for the works to reflect the addition, modification or replacement of the works, where applicable.

6.0 Previously Approved Works

6.1 The owner may add, modify, replace or extend, and operate part of a municipal drinking water system if:

6.1.1 An approval was issued after January 1, 2004 under section 36 of the SDWA in respect of the addition, modification, replacement or extension and operation of that part of the municipal drinking water system;

6.1.2 The approval expired by virtue of subsection 36(4) of the SDWA; and

6.1.3 The addition, modification, replacement or extension commenced within five years of the date that activity was approved by the expired approval.

7.0 System-Specific Conditions

7.1 Not Applicable

8.0 Source Protection

8.1 Not Applicable

APPENDIX "E"

Certificate of Registration

This certifies that the Quality Management System of

The Corporation Of The Municipality Of South Huron

322 Main Street South
P.O. Box 759
Exeter, Ontario, N0M 1S6, Canada

has been assessed by NSF-ISR and found to be in conformance to the following standard(s):

Ontario's Drinking Water Quality Management Standard

Scope of Registration:
South Huron Distribution System, 054-OA1, Entire Full Scope Accreditation

Certificate Number:	C0122376-DWQ6
Certificate Issue Date:	03-NOV-2017
Registration Date:	26-OCT-2017
Expiration Date *:	25-OCT-2020

Carl Blazik,
Director, Technical
Operations & Business Units,
NSF-ISR, Ltd.

NSF International Strategic Registrations
789 North Dixboro Road, Ann Arbor, Michigan 48105 | (888) NSF-9000 | www.nsf-isr.org

Authorized Registration and/or Accreditation Marks. This certificate is property of NSF-ISR and must be returned upon request.
*Company is audited for conformance at regular intervals. To verify registrations call (888) NSF-9000 or visit our web site at www.nsf-isr.org

APPENDIX "F"

Ontario Drinking-Water Systems Regulation O. Reg. 170/03

OPTIONAL ANNUAL REPORT TEMPLATE

Drinking-Water System Number:	**220001520**
Drinking-Water System Name:	SOUTH HURON DISTRIBUTION SYSTEM
Drinking-Water System Owner:	MUNICIPALITY OF SOUTH HURON
Drinking-Water System Category:	LARGE RESIDENTIAL
Period being reported:	2018/01/01 – 2018/12/31

Complete if your Category is Large Municipal Residential or Small Municipal Residential

Does your Drinking-Water System serve more than 10,000 people? Yes [ ] No [X]

Is your annual report available to the public at no charge on a web site on the Internet?
Yes [X] No [ ]

Location where Summary Report required under O. Reg. 170/03 Schedule 22 will be available for inspection.

OFFICE
INTERNET
LIBRARY

Complete for all other Categories.

Number of Designated Facilities served:

Did you provide a copy of your annual report to all Designated Facilities you serve?
Yes [ ] No [ ]

Number of Interested Authorities you report to:

Did you provide a copy of your annual report to all Interested Authorities you report to for each Designated Facility?
Yes [ ] No [ ]

Note: For the following tables below, additional rows or columns may be added or an appendix may be attached to the report

List all Drinking-Water Systems (if any), which receive all of their drinking water from your system:

Drinking Water System Name	Drinking Water System Number

Did you provide a copy of your annual report to all Drinking-Water System owners that are connected to you and to whom you provide all of its drinking water?
Yes [ ] No [ ] NA [X]

Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Indicate how you notified system users that your annual report is available, and is free of charge.

- [X] Public access/notice via the web
- [X] Public access/notice via Government Office
- [X] Public access/notice via a newspaper
- [X] Public access/notice via Public Request
- [X] Public access/notice via a Public Library
- [X] Public access/notice via other method (Social Media, Facebook, Twitter)_____

Describe your Drinking-Water System

LARGE MUNICIPAL RESIDENTIAL DISTRIBUTION CLASS III SURFACE WATER SUPPLIED FROM LAKE HURON PRIMARY WATER SUPPLY SYSTEM (LHPWSS)

List all water treatment chemicals used over this reporting period

CHLORINE

Were any significant expenses incurred to?

- [X] Install required equipment
- [X] Repair required equipment
- [X] Replace required equipment

Please provide a brief description and a breakdown of monetary expenses incurred

1. New Continuous Free Chlorine Analyzer - $ 8,000
2. Replacement of 2 Critical Control Valves - $ 8,500

Provide details on the notices submitted in accordance with subsection 18(1) of the Safe Drinking-Water Act or section 16-4 of Schedule 16 of O.Reg.170/03 and reported to Spills Action Centre

Incident Date	Parameter	Result	Unit of Measure	Corrective Action	Corrective Action Date

Microbiological testing done under the Schedule 10, 11 or 12 of Regulation 170/03, during this reporting period.

	Number of Samples	Range of E.Coli Or Fecal Results (min #)-(max #)	Range of Total Coliform Results (min #)-(max #)	Number of HPC Samples	Range of HPC Results (min #)-(max #)
Raw	N/A				

Treated	N/A				
Distribution	524	0	0	161	<10-30

Operational testing done under Schedule 7, 8 or 9 of Regulation 170/03 during the period covered by this Annual Report.

	Number of Grab Samples	Range of Results (min #)-(max #)	Unit of Measure
Turbidity	**N/A**		
Chlorine	**8760**	**0.20 – 2.23**	**MG/L FREE**
Fluoride (If the DWS provides fluoridation)	**N/A**		

NOTE: For continuous monitors use 8760 as the number of samples.

Summary of additional testing and sampling carried out in accordance with the requirement of an approval, order or other legal instrument.

Date of legal instrument issued	Parameter	Date Sampled	Result	Unit of Measure

Summary of Inorganic parameters tested during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Antimony				
Arsenic				
Barium				
Boron				
Cadmium				
Chromium				
***Lead**				
Mercury				
Selenium				
Sodium				
Uranium				
Fluoride				
Nitrite				
Nitrate				

*only for drinking water systems testing under Schedule 15.2; this includes large municipal non-residential systems, small municipal non-residential systems, non-municipal seasonal residential systems, large non-municipal non-residential systems, and small non-municipal non-residential systems

Summary of lead testing under Schedule 15.1 during this reporting period

Ontario Drinking-Water Systems Regulation O. Reg. 170/03

(applicable to the following drinking water systems; large municipal residential systems, small municipal residential systems, and non-municipal year-round residential systems)

Location Type	Number of Samples	Range of Lead Results (min#) – (max #)	Unit of Measure	Number of Exceedances
Plumbing			ug/L	0
Distribution			ug/L	0

Summary of Organic parameters sampled during this reporting period or the most recent sample results

Parameter	Sample Date	Result Value	Unit of Measure	Exceedance
Alachlor				
Aldicarb				
Aldrin + Dieldrin				
Atrazine + N-dealkylated metobolites				
Azinphos-methyl				
Bendiocarb				
Benzene				
Benzo(a)pyrene				
Bromoxynil				
Carbaryl				
Carbofuran				
Carbon Tetrachloride				
Chlordane (Total)				
Chlorpyrifos				
Cyanazine				
Diazinon				
Dicamba				
1,2-Dichlorobenzene				
1,4-Dichlorobenzene				
Dichlorodiphenyltrichloroethane (DDT) + metabolites				
1,2-Dichloroethane				
1,1-Dichloroethylene (vinylidene chloride)				
Dichloromethane				
2-4 Dichlorophenol				
2,4-Dichlorophenoxy acetic acid (2,4-D)				
Diclofop-methyl				
Dimethoate				
Dinoseb				
Diquat				
Diuron				
Glyphosate				
Heptachlor + Heptachlor Epoxide				
Lindane (Total)				

Ontario Drinking-Water Systems Regulation O. Reg. 170/03

Malathion				
Methoxychlor				
Metolachlor				
Metribuzin				
Monochlorobenzene				
Paraquat				
Parathion				
Pentachlorophenol				
Phorate				
Picloram				
Polychlorinated Biphenyls(PCB)				
Prometryne				
Simazine				
THM (NOTE: show latest annual average)	SEE NOTE	20.5	UG/L	
Temephos				
Terbufos				
Tetrachloroethylene				
2,3,4,6-Tetrachlorophenol				
Triallate				
Trichloroethylene				
2,4,6-Trichlorophenol				
2,4,5-Trichlorophenoxy acetic acid (2,4,5-T)				
Trifluralin				
Vinyl Chloride				

List any Inorganic or Organic parameter(s) that exceeded half the standard prescribed in Schedule 2 of Ontario Drinking Water Quality Standards.

Parameter	Result Value	Unit of Measure	Date of Sample

NOTE:

FEB 13 - 18
MAY 8 - 22
AUG 7 - 23
NOV 13 - 19

82 / 4 = 20.5 UG/L

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Director of Infrastructure & Development**
Date:	February 19 2019
Report:	ESD.19.10
Subject:	Exemption from the Noise By-law for the Mollard Line Culvert Replacement Project

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: Exemption from the Noise By-law for the Mollard Line Culvert Replacement Project, AND;

That South Huron Council grant Cope Construction and Contracting Inc. an exemption from By-law #36-2004, as amended by By-law #24-2010 for the period from March 1, 2019 to March 31, 2019.

Purpose:

To request that Council grant an exemption to the Noise By-law to the contactor replacing the Mollard Line culvert in order to facilitate 24 hour dewatering and to accommodate weekend construction activities.

Background and Analysis:

The Mollard Line Culvert replacement project requires 24 hour dewatering for approximately two weeks with pumps powered by a diesel generator. This 24 hour noise contravenes the Municipal Noise By-law and an exemption is required. The project also has a critical schedule with the in-stream work

required to be completed prior to the start of the regulatory fish spawning season on March 15th. This necessitates the contactor to work on weekends, which also contravenes the Municipal Noise By-law.

The project is located in an isolated rural area with few residents to potentially disturb and is for a relatively short duration. The project is a high priority for the Municipality and it is critical for the contractor to complete in-stream prior to March 15th or major delays will occur.

Operational Considerations:

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

South Huron's Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

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. Ontario Water Resources Act, R.S.O. 1990, c. O.40
2. By-law #36-2004, as amended by By-law #24-2010

Consultation:

GMBluePlan Engineering

Related Documents:

None

Respectfully submitted,

_____

Don Giberson, Director of Infrastructure & Development

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Don Giberson, Director of Infrastructure & Development**
Date:	February 19 2019
Report:	ESD.19.11
Subject:	Early Adoption of capital budgets for the Shipka Line, Parr Line and Huron Street rural watermain replacement projects.

Recommendations:

That South Huron Council receive the report from Don Giberson, Director of Infrastructure and Development RE: Early Adoption of capital budgets for the Shipka Line, Parr Line and Huron Street rural watermain replacement projects, AND;

That South Huron Council approve the capital budgets for Shipka Line, Parr Line and Huron Street rural watermain replacement projects prior to adoption of the 2019 annual budget and authorize these projects to proceed to tender.

Purpose:

To obtain Council approval of the capital budgets for the Shipka Line, Parr Line and Huron Street rural watermain replacement projects prior to the approval of the 2019 annual budget.

Background and Analysis:

The watermain replacement projects on Shipka Line (Kirkton Road to Dashwood Road), Parr Line (north and south of Crediton) and Huron Street (Corbett Line to west end) involve the replacement/upgrade of the existing

watermain, as part of an asset management plan and as recommended in the Water & Wastewater Master Plan.

All three projects were planned to be tendered under a single contract to reduce engineering/tendering costs; maximize efficiencies and to achieve economy of scale to obtain the most cost effective result for the Municipality. All projects are tender ready, as the design work was completed last year and all necessary approvals are in place.

Staff recommend that early adoption of rural watermain replacement projects on Shipka Line, Parr Line and Huron Street be considered by Council. It is expected that early tendering will provide the Municipality with the lowest possible construction costs and will facilitate earlier completion of the projects.

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 rural watermain replacement projects are funded entirely from water user fees and/or Water Replacement Reserve. There is no financial impact on the tax levy.

Each project is included in the proposed 2019 Water Capital Budget as follows:

1. Shipka Line (Kirkton Road to Dashwood Road) in the amount of $599,973
2. Parr Line (North and south of Crediton) in the amount of $587,873
3. Huron Street (Corbett Line to west end) in the amount of $149,809

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 Water Capital Budget

Consultation:

Director of Financial Services / Clerk

Related Documents:

None

Respectfully submitted,

Don Giberson, Director of Infrastructure & Development

Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	**Rebekah Msuya-Collison, Director of Legislative Services/Clerk**
Date:	February 19 2019
Report:	LS10-2019
Subject:	Staff Council Relationship Policy

Recommendations:

That South Huron Council receive the report from R. Msuya-Collison, Director of Legislative Services/Clerk re: Staff Council Relationship Policy; and

That Council adopt the Staff Council Relations Policy and that the necessary by-law is forwarded to Council for the required three readings.

Purpose:

For adoption.

Background and Analysis:

The purpose of this report is to ensure compliance with new legislated requirements prescribing that as of March 1, 2019 all municipalities in Ontario must have a Council Staff Relationship Protocol.

Bill 68 was tabled by the provincial government in November 2016 following a period of public consultation in 2015. Bill 68 received Royal Assent on May 30, 2017. Many of the amendments being implemented with the passage of Bill 68 are based on the feedback from municipalities, the public and other organizations during the consultation period.

Bill 68 included an amendment regarding staff council relationships. Subsection 270 (1) of the Act requires municipalities to adopt and maintain

policies with respect to a number of matters. Bill 68 adds a new paragraph 2.1 regarding the relationship between members of Council and the officers and employees of the municipality. This amendment will become effective on March 1, 2019.

Staff have provided Council with a policy:

- that details individual roles;
- supports the spirit of a positive working relationship between Council and Staff;
- identifies that both staff and Council are professionals who govern and direct the municipality in different ways but are interdependent;
- clearly identifies that the municipality functions best when Council and Staff are respectful of each other's roles; and
- if issues arise informal discussions will be our starting point to resolve conflict

The Municipality of South Huron promotes a respectful, tolerant and harassment-free relationship and workplace between members of Council and the officers and employees of the corporation. The Council-Staff Relations Policy identifies the legislation, policies, procedures and practices that the Municipality complies with in order to promote a respectful relationship between members of Council and the officers and employees of the Municipality of Centre Hastings.

Operational Considerations:

There is no operation impact associated with the adoption of this policy.

South Huron's Strategic Plan:

There is no direct relationship to the strategic plan. This policy meets legislative requirements under the Municipal Act, 2001.

Financial Impact:

There are no financial figures associated with the approval of this policy.

Legal Impact:

There is no legal impact associated with the adoption of this policy however, staff note that a policy based on best municipal practice can help aid in mitigating legal costs for both the municipality, Staff and Council Members.

Staffing Impact:

There is no staffing impact associated with the adoption of this policy.

Policies/Legislation:

Municipal Act

Consultation:

D. Best, Chief Administrative Officer

Related Documents:

Staff Council Relationship Policy

Respectfully submitted,

_____

Rebekah Msuya-Collison, Director of Legislative Services/Clerk

Municipality of South Huron Policy

Policy Name:	**Staff Council Relationship Policy**
Policy Number:	**C13-Council, Boards and By-Laws 01-2019**
Section:	**Accountability, Transparency, Governance**
Effective Date:	**19/02/2019**
By-law or Resolution:	**By-Law: -20**
Supersedes:	**n/a**
Last Revision:	**n/a**
Schedule for Review:	**03/01/2023**

Policy Statement

The Municipality of South Huron will promote a respectful, tolerant and harassment-free relationship and workplace between Members of Council and the officers and employees of the corporation, guided by the Code of Conduct for Members of Council, the Violence and Harassment in the Workplace Policy and the Procedure By-law.

Purpose:

The purpose of this Policy is to set out a general standard to ensure that Council and Staff share a common understanding of their respective roles and responsibilities as well as a common basis of their relationship, and to set out acceptable standards to govern their relationship and to which all Members and Staff are expected to adhere to and comply with.

Application:

In accordance with paragraph 2.1 of subsection 270(1) of the Municipal Act, 2001, this policy applies to all Members of Council and officers and employees of the corporation.

Key Principles:

This Policy is intended to set a high standard for relations between Council and Staff in order to provide good governance and instill a high level of public confidence in the administration of the Municipality by its Members as duly elected public representatives and its Staff as public administrators.

The following key statements of principle are intended to guide Council and Staff and to assist with the interpretation of the Policy:

- Council and Staff shall recognize that positive internal relations are central to the collective ability of Members and Staff to provide good governance and instill a high level of public confidence in the administration of the Municipality;

- Members and Staff shall relate to one another in a respectful, professional and courteous manner;

- Members and Staff shall understand and respect each other's respective roles and responsibilities; and

- Members and Staff shall work together in furtherance of the common goal of serving the public good.

The above statements are key principles that are intended to facilitate an understanding, application and interpretation of the Policy – these principles are not operative provisions of the Policy.

Definitions:

The following terms shall have the following meanings in this Policy:

"CAO" means the Chief Administrative Officer of the Municipality;

"Clerk" means the Clerk of the Municipality;

"Council" means the Council for the Municipality;

"Member" means a Member of Council;

"Municipality" means The Corporation of the Municipality of South Huron

"Policy" means this Council and Staff Relationship Policy;

"Mayor" means the head of Council;

"Staff" means the Chief Administrative Officer, and all officers, directors, managers, supervisors and all non-union and union employees, whether full-time, part-time, contract, seasonal or volunteer employees, as well as agents and consultants acting in furtherance of the Municipality's business and interests.

Policy Requirements:

The relationship between Members of Council and the officers and employees of the corporation is guided by the following:

In all respects, Members and Staff shall:

- relate to one another in a courteous, respectful and professional manner;

- maintain formal working relationships in order to promote equality and discourage favoritism, which includes but is not limited to using proper

titles and avoiding first names during public meetings or formal business dealings;

- understand their respective roles and responsibilities, and appreciate and respect the roles and responsibilities of the other;
- work together to produce the best results and outcomes for the Municipality and always for the collective public interest of the Municipality; and
- act in a manner that enhances public confidence in local government.

Responsibilities

Members of Council and officers and employees of the corporation are required to adhere to this policy and its governing provisions, including the Code of Conduct for Members of Council, the Violence and Harassment in the Workplace Policy and the Procedure By-law.

Roles and Responsibilities of Members

Members acknowledge and agree that:

- Council as a whole is the governing body of the Municipality and that it comprises a collective decision-making body;
- they are representatives of the entire Municipality;
- Staff serve the whole of Council rather than any individual Member;
- they govern, provide political direction and make decisions as Council;
- they will respect the administrative and managerial chain of command by:
  - directing any questions or concerns in relation to the administration or management of the Municipality to the Mayor or the CAO for their consideration;
  - giving direction to Staff only as Council and through the CAO, and refraining from becoming involved in the management of Staff;
- they shall use Staff time effectively, which includes but is not limited to only referring essential matters to Staff for reports;
- they ensure any requests for information to Staff that were not received at a meeting of Council are made in writing and circulated in writing to all Members;

- they understand that Staff will undertake significant projects only if they have been directed to do so by Council through the CAO;

- whenever possible, they shall notify Staff if an action or position if Staff is to be questioned or criticized at a public meeting to ensure Staff has sufficient time to formulate an intelligent, informed and helpful response for the consideration of Council and that any such questioning or criticism shall be undertaken with courtesy, respect and professionalism, and in no event shall there be any attempt to humiliate, berate, disparage or denigrate Staff and that they shall refrain from publicly criticizing members of Staff in relation to their intelligence, integrity, competence or otherwise;

- they shall request advice from the Clerk about the appropriate wording of motions, amendments, and formal directions of Staff;

- they shall request information regarding meeting agendas or minutes from the CAO;

- as individual Members, they have no greater access to records or information held by the Municipality than any member of the public and that they cannot access records or information otherwise protected from disclosure by the Municipal Freedom of Information and Protection of Privacy Act or in accordance with the process set out in that statute;

- they shall recognize Staff are not expected to provide information or take action outside of regular administrative business hours, except in extenuating circumstances;

- certain members of Staff are statutory officers and have specific statutory authorities, duties, powers and responsibilities that cannot be interfered with or derogated from;

- they shall at all times comply with the Municipality's Code of Conduct for Members of Council; and

- they shall at all times comply with any policies relating to Council that the Council may implement from time to time.

Roles and Responsibilities of Staff

Staff acknowledge and agree that:

- Council is the collective decision-making and governing body of the Municipality and is ultimately responsible to the electorate for the good governance of the Municipality;

- they shall implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions and any duties specifically assigned to them by Council;

- they shall assist Council in their decision-making process with respect to its decision, policies and programs by providing Council with information based on professional expertise, research and good judgment in a professional and timely manner;

- they shall serve the whole of Council rather than any individual Member;

- all Members are equal and shall be treated as such and always with courtesy, respect and professionalism;

- they shall respond to inquiries from Council and provide appropriate and timely follow-up to such inquiries as necessary;

- they shall ensure any responses to requests for information by a Member that were not received at a meeting of Council are circulated to all Members;

- they shall refrain from becoming involved in the policy and decision-making process of Council, outside of ensuring that Council is provided with the information necessary in order to make their decisions and that Council is aware of any issues that may impact such decisions;

- they shall diligently and impartially implement Council's decisions;

- they shall notify management or the CAO, as appropriate, of any issues that may impact the Municipality and of ongoing activities in each department;

- they shall not speak publicly on any matter respecting any Council decisions or policies without authorization to do so, and without limiting the generality of the foregoing, shall not publicly criticize any decision or policy of Council;

- they shall refrain from publicly criticizing decisions of Council or Members in relation to their intelligence, integrity, competence or otherwise; and

- they shall at all times comply with any policies relating to Staff that the Council may implement from time to time.

Monitoring/Contraventions

In the interest of strengthening staff and Council relationships both staff and Council are encouraged to consider informal discussions and/or mediation prior to the submittal of a formal complaint. The following policies will be referenced for all complaints:

1. South Huron Complaint Policy
2. Code of Conduct for Council Members and Local Boards
3. Workplace Violence and Harassment Policy

The Clerk shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the Clerk shall notify:

- In the case of officers and employees of the corporation, the CAO, Director or Manager responsible for the employee and Human Resources; or

- In the case of Council, the Integrity Commissioner.

Where there is a discrepancy between the Council-Staff Relations Policy and the Code of Conduct for Members of Council, the language of the Code prevails.

Review Cycle

This policy will be reviewed once per term of Council or as required due to legislative change.

References

Complaint Policy
Code of Conduct for Members of Council
Workplace Violence and Harassment Policy
Procedure By-law

Legislative and Administrative Authorities

Section 270 of the Municipal Act, 2001, as revised by Bill 68 requires Council to adopt and maintain a policy with respect to the relationship between Members of Council and the officers and employees of the corporation. The Council-Staff Relations Policy identifies the legislation, policies, procedures and practices that the municipality complies with in order to promote a respectful relationship between Members of Council and the officers and employees of the Municipality of South Huron.

Enquiries
Clerk, Municipality of South Huron
322 Main St. S. Exeter ON
clerk@southhuron.ca
Telephone: (519) 235-0310

_____	_____
George Finch Mayor	Dan Best, Chief Administrative Officer

Draft

HURON COUNTY

TO: All Local Clerks and CAOs

DATE: Feb 12, 2019

FROM: Kate Puska, Executive Assistant

RE: Huron County Municipal Officers' Association Annual Meeting

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The Annual Meeting of the Huron County Municipal Officers' Association will be held on **Thursday March 21, 2019 at the Four Winds Barn**, 60 Orchard Lane, Brussels, Ontario.

Registration will be at 9:00 AM with the meeting to commence at 9:30 AM.

An invitation is extended to your Council members and any municipal officials authorized to attend, and is paid for by your municipality. The 2019 membership fee is $50.00 per municipality, the registration fee is $30.00 per person.

Please forward a cheque by March 1, 2019 covering the membership and any registration fees for the representatives who will be attending, along with the completed registration form which has been provided in the email.

We look forward to seeing you in Brussels.

Thank you.

CHIEF ADMINISTRATIVE OFFICER
Corporation of the County of Huron, 1 Courthouse Square, Goderich, Ontario N7A 1M2 CANADA
Tel: 519.524.8394 Fax: 519.524.2044 Toll Free: 1.888.524.8394 (519 area only) www.huroncounty.ca

Big Brothers Big Sisters
of South Huron

February 7, 2019

Re: Economic Development Funding

Dear Municipality of South Huron,
Cc Mayor George Finch

Big Brothers Big Sisters of South Huron is a not-for-profit registered children's charity, providing mentoring programs to children and youth (known as Littles), ages 6 to 16, who are in need of a positive role model. We have been proudly operating in the South Huron region for nearly 40 years, creating a legacy of positive change in our community. Our purpose is to provide a safe forum where children in need can form meaningful, positive relationships with caring adults, in order to foster their personal development. Our Littles are matched with screened and trained volunteers (known as Bigs). Our programs allow Littles to access direct support and mentorship from a Big, whose focus is to provide a strong and safe environment of support. Bigs and Littles are able to create their own relationship and schedule that works for them, meeting a few times a month. Our casework management is in accordance with the National Standards set out by Big Brothers Big Sisters of Canada.

Although we are a part of a National organization, our Agency receives no base funding from our National office, nor do we receive any government financial support. Our Agency relies solely on grants, sponsorship, fundraisers and individual donations to be able to continue to do the work that we do.

Our Agency is currently in a period of transition. This past summer, we were asked to relocate from a donated office space that we had been operating out of for the past 10 years, in a relatively short period of time. The Exeter Lions Club generously stepped in, offering us a home within the Exeter Lions Youth Centre. We are extremely grateful for their support, however, this location is not a long-term solution for us, and so we continue to look for a permanent home that offers our Agency stability. Our Agency operates on a very limited budget, and is currently not in the financial position to support ourselves in a standalone location. Throughout this transition, our focus has been on developing solutions for long-term, sustainable funding, as well as creating a home for our next 40 years.

Two times a year, we run a successful Mom2Mom Sale, both as a fundraiser and to assist the families in our community with an opportunity to access affordable children items. We are proposing to open a children's consignment store in Exeter, to operate as a year round Mom2Mom Sale. This will provide our Agency with permanent office space and more visibility within the community. The profits made from the consignment store will provide the financial growth required to cover all overhead

125 John St. W – Exeter, Ont. – N0M 1S2
Mailing Address – 135 John St. W – Exeter, Ont. – N0M 1S2
Phone 519-235-1780 Fax 519-235-3798
E-mail southhuron@bigbrothersbigsisters.ca Web https://www.southhuron.bigbrothersbigsisters.ca

Big Brothers Big Sisters
of South Huron

expenses, as well as our office expenses, reducing the financial burden on our Agency.

We have tentatively secured the ideal location, at 355 Main St. S. This location will provide our Agency with ample room to operate this retail store, provide us with the office space that we require, as well as provide us with adequate storage (which we currently have off site).

The next step in our journey is securing the capital funding required to purchase the necessary materials and supplies to ready this space for opening day. Capital funding would be used towards renovations (which would include creating 2 separate locked offices and separate storage), to help us with purchasing the necessary shelving and clothing racks to set up a store, up-dating our washroom facilities, as well as properly furnishing our office. Funding would also go towards advertising and signage, to ensure that our store, and our generous sponsors, are well recognized in our community. We feel confident that $10,000 would be adequate funding to establish the store, and make the right statement to our community, and prospective customers.

By opening a consignment store, we are confident that the funds raised will offer our Agency sustainability and will cover our operating expenses (rent, utilities, insurance, phone/internet, store manager, etc.) annually. Our consignment store would be in a location that is accessible to families and will increase Agency visibility in our community. It would also assist the families in our community to access affordable family merchandise.

Our Agency has been serving the community of South Huron for 40 years, and with you support, we will continue to serve our community for another 40 years! If you require any more information, or if you have any questions, please do not hesitate to contact our office.

Thank you for your consideration.

AyWilhelm

Amy Wilhelm
Caseworker/Resource Coordinator
On behalf of Big Brothers Big Sisters of South Huron

125 John St. W – Exeter, Ont. – N0M 1S2
Mailing Address – 135 John St. W – Exeter, Ont. – N0M 1S2
Phone 519-235-1780 Fax 519-235-3798
E-mail southhuron@bigbrothersbigsisters.ca Web https://www.southhuron.bigbrothersbigsisters.ca

From: Exeter BIA / The Chamber [mailto:office@shcc.on.ca]
Sent: Wednesday, February 6, 2019 9:45 AM
To: Councillor Vaughan <mvaughan@southhuron.ca>
Subject: Opportunities Update - Upcoming Events!

CHAMBER AND BIA

OPPORTUNITIES UPDATE

EVENTS, ACTIVITIES, PROMOTIONS

FEBRUARY 2019

THE CHAMBER
SOUTH HURON CHAMBER OF COMMERCE

EXPERIENCE EXETER BIA

Upcoming Events

- February 07, 2019 - Easy Building Products Business After 5 - **TODAY** is the last day to RSVP!
- February 21, 2019 - Inclusive Customer Service Training - **FREE** to SHCC and Exeter BIA members!
- February 27, 2019 - South Huron Women in Business Networking Dinner - A Community Conversation!

- March 07, 2019 - 4th Annual Job Fair - Employer exhibitors wanted!
- March 21, 2019 - Breakfast with the Mayor - details to follow!
- **NEW: April 06, 2019 - Huron Eats & Drinks! - Food and Beverage Show

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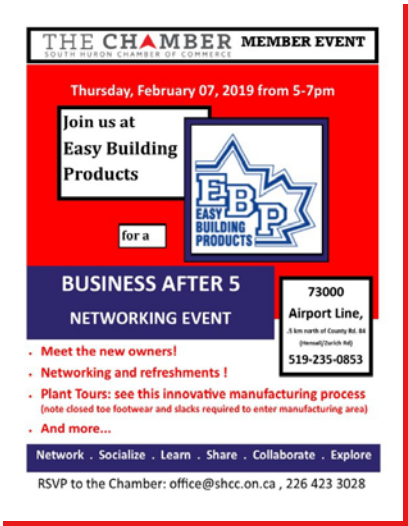


February 07, 2019: 5:00-7:30pm

EASY BUILDING PRODUCTS BUSINESS AFTER 5

Join fellow business owners and professionals at this networking event!

- Tours of the manufacturing plant
- Refreshents and more!

TODAY IS THE LAST DAY TO RSVP!

INCLUSIVE CUSTOMER SERVICE TRAINING

February 21, 2019

5:00-7:00pm

Verity Room, Town Hall

Join us for a workshop that allows participants to **gain practice dealing with high stress customer service challenges**, such as observing bias, challenging people, communication barriers, cultural and value differences, competing interests, and more.

This workshop is open to all businesses - **free** to Chamber and Exeter BIA members - who wish to maximize their client base and revenue. You will learn to understand the subtleties of personal bias in how one relates to customers from different cultures, and examine the ways in which diversity impacts a team, how staff work together, and how that team provides service to the public.

REGISTER HERE!

SOUTH HURON WOMEN IN BUSINESS NETWORK - SPRING DINNER MEETING

February 27, 2019

5:30-8:00pm

Eddington's of Exeter

Take part in a community conversation: Jenni Boles and staff from the Exeter Library will be guiding small table group conversations as we dine family-style. This evening will give you an opportunity to share the hopes and dreams that you have for this area as a woman in business. The information gathered and shared at this "kitchen table" conversation will help the library to spark dialogue and action with partners and volunteers so that it can help turn some of those visions into realities. Your voice is an important one. Please join us!

REGISTER HERE!

SOUTH HURON 4TH ANNUAL JOB FAIR

A partnership event

March 07, 2019

1:00-6:00pm

South Huron Recreation Centre

SEEKING EMPLOYER EXHIBITORS

Details: News Release Exhibitor Application

BREAKFAST WITH THE MAYOR

March 21, 2019

8:00-9:30am

Exeter Legion

An opportunity to build a working relationship with our new Mayor and his Council!

SAVE THE DATE!

More details to follow

The South Huron Chamber of Commerce, in partnership with 90.5 myFM and presenting partner Metzger's Meats are hosting a new event: **HURON EATS & DRINKS**!

This new event will become an annual festival of food, drink, and fun. Showcasing all things local, this ticketed event will feature a shopping concourse, tasting opportunities, and a food truck alley. Attendees will be glad to discover the newest trends in cooking equipment, kitchen upgrades, and popular new recipes.

Want to participate? See Vendor Packet

Want to Attend? Tickets Available

For more information - contact the Chamber or call: 226-423-3028

Alzheimer Society
HURON COUNTY

Erin Dale
Alzheimer Society of Huron County
317 Huron Road Box 639
Clinton, ON N0M 1L0

February 12, 2019

George Finch
Mayor
Municipality of South Huron
322 Main St. S. Box 759
Exeter, ON N0M 1S6

Dear George Finch:

The Alzheimer Society of Huron County would like to request permission from the Municipality of South Huron to conduct a road toll fundraiser. September is World Alzheimer's Month, and Friday, September 20th is the ideal opportunity to raise awareness and funds to support persons affected by Alzheimer's disease and other dementias. The event would be entitled "Drive for Dementia" and would be held from 3:30pm-6:30pm on Friday, September 20, 2019. We would like to set up two locations: in Exeter on Highway 4 in front of the former Canadian Tire building and one in Grand Bend on Highway 21 at the start of the turning lane in front of Oakwood Resort. If there is another location you would prefer, we are willing to accommodate your recommendation.

Both locations would have staff and volunteers wearing reflective vests and signage of Drive for Dementia for oncoming motorists would be placed prior to each of the locations. All funds raised at Drive for Dementia would remain in Huron County to support programs and services offered by the Alzheimer Society of Huron County.

Your assistance with our fundraising endeavours is greatly appreciated. Please let me know the outcome of your decision. I can be contacted at 519-482-1482 or erin@alzheimerhuron.on.ca. If you would like to know more about our organization, please visit our website at www.alzheimer.ca/huroncounty.

Sincerely,

Erin Dale
Events/Community Outreach Coordinator

P.O. Box 639, Clinton, Ontario N0M 1L0 Tel: 519-482-1482 1-800-561-5012 Fax: 519-482-8692
Charitable Registration #14068-5751-RR0001 www.alzheimer.ca/huroncounty

First Link® Premier lien®

www.on.legion.ca

The Royal Canadian Legion
Ontario Command

"Military Service Recognition Book"

Dear Sir/Madam:

Thank you for your interest in **The Royal Canadian Legion Ontario Command,** representing **Ontario's Veterans.** Please accept this written request for your support, as per our recent telephone conversation.

The Royal Canadian Legion Ontario Command is very proud to be printing **15,000 copies** of our 6th annual "**Military Service Recognition Book",** scheduled for release by September 2019. This unique rememberance publication recognizes and honours our Province's Veterans, and helps us fulfill the Legion's role as the "Keepers of Remembrance". Proceeds raised from this annual appeal are also used to support Veterans Transition Programs to help modern day Veterans that suffer from PTSD and other challenges.

The Legion is recognized as one of Canada's largest Veterans Support Organizations and we are an integral part of the communities we serve. This project helps ensures the Legion's continued success.
We would like to have your organization's support for this Remembrance project by sponsoring an advertisment space in our "Miltary Service Recognition Book."

Please find enclosed a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **Ontario Command Campaign Office** toll free at **1-855-241-6967**.

Thank you for your consideration and/or support.

Sincerely,

Sharon McKeown
President

www.on.legion.ca

The Royal Canadian Legion
Ontario Command

"Military Service Recognition Book"

Advertising Prices

Ad Size		Cost		HST		Total
Full Colour Outside Back Cover (SOLD)		$2,132.74	+	$277.26	=	$2,410.00
Inside Front/Back Cover (SOLD)		$1,853.98	+	$241.02	=	$2,095.00
2 Page Spread (Full Colour)		$2,964.60	+	$385.40	=	$3,350.00
Full Page (Full Colour)		$1,482.30	+	$192.70	=	$1,675.00
Full Page	7" X 9.735"	$1,110.62	+	$144.38	=	$1,255.00
½ Page (Full Colour)		$831.86	+	$108.14	=	$940.00
½ Page	7" X 4.735"	$646.02	+	$83.98	=	$730.00
¼ Page (Full Colour)		$504.42	+	$65.58	=	$570.00
¼ Page	3.375" X 4.735"	$415.93	+	$54.07	=	$470.00
1/10 Page (Full Colour)		$300.88	+	$39.12	=	$340.00
1/10 Page (Business Card)	3.375" X 1.735"	$256.64	+	$33.36	=	$290.00

H.S.T. Registration # 10686 2824 RT0001

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the Ontario Command.

PLEASE MAKE CHEQUE PAYABLE TO:
The Royal Canadian Legion
Ontario Command
(RCL ON)
(Campaign Office)
P O Box 8055, Station T CSC
Ottawa, ON K1G 3H6

Visa/Mastercard Accepted

adcopy can be emailed to: oncl@fenety.com

Monteith◆Brown
planning consultants

610 PRINCESS AVENUE
LONDON, ON N6B 2B9

TEL: (519) 686-1300
FAX: (519) 681-1690
E-MAIL: mbpc@mbpc.ca

February 5, 2019 *via email*

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

Our file: 13-2820

Attention: **Dan Best**
Chief Administrative Officer

Reference: Proposed Residential Development: (Jeff Kints)
Part Lot 11, Concession 2, Usborne Ward, Municipality of South Huron, ON
Official Plan Amendment File # SHu OPA 14 and Zoning By-Law Amendment File # Shu D14-Z14/2018

Further to our teleconference call of January 31, 2019, we wish to take this opportunity to thank the Municipality for arranging the call with County of Huron Planning staff and our client in an attempt to find a resolution to the opposition to the above-noted official plan and zoning by-law amendments. Based on a review of the applications with the County, it would appear that any opportunities for resolution of the matter have reached an impasse.

At the request of Municipal staff, we have explored the scenario of reducing the number of single detached dwellings proposed to be permitted from seven to five by consolidating the two most southerly lots and the two most northerly lots. This reduction would have come notwithstanding our position (and as previously demonstrated) that the seven existing lots, each having an area of at least 2,322.5 square metres (0.57 acres), have more than sufficient area to accommodate a suitably sized building envelope, on-site sanitary waste disposal systems, on-site water supply and accessory buildings.

In response to the proposed reduction in the number of lots, the County has indicated that five lots would still be too many. When we inquired as to what the County believed was the test or criteria to be applied in determining the correct or optimal number of lots, the County was unable to provide us with any guiding information.

The County has questioned as to the specific reasons for proposing a 'Special Policy Area' designation to the subject lands. We re-iterate that such a designation would effectively identify the subject lands as comprising a unique situation, that is, providing for limited residential development confined to the existing lots of record only and subject to any additional development controls deemed necessary by the Municipality. As previously noted, such a designation would not be the first such application or approach, and is used in other rural municipal jurisdictions where specific development proposals do not readily "fit" within the rigid planning policy environment **but would not otherwise offend or be inconsistent with good planning principles.**

Policies for a 'Special Policy Area' designation 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. A 'Special Policy Area' designation would be considered in situations where the change in land use is site specific and is appropriate given the mix of uses in the area. It would also be appropriate in instances where the change in land use is site specific and the lands are located in an area where the Municipality wishes to maintain an existing land use designation while allowing for a site-specific use.

Through its last Municipal Official Plan, the County removed the subject lands from the agricultural land use supply and designated the lands for non-agricultural purposes. Therefore, the application of a 'Special Policy Area' is considered appropriate under the circumstances where policies are required to restrict the range of permitted uses, or to restrict the scale and density of development normally permitted in a particular designation. The proposed official plan and zoning by-law amendments serve only to recognize the unique situation of a featured non-agricultural designation **and existing lots of record on which, ironically, development would not be precluded if such lots were situated in a designated 'Agricultural' area**.

With respect to the recently adopted new Comprehensive Zoning By-law, the Recreational Commercial (RC3-1) zone allows any number of sensitive land uses to be located on the existing lots of record and, as such, the use of the lots for residential purposes would serve no greater impact to the broader agricultural community. We also note that, unlike the applications filed in 2014, a Minimum Distance Separation (MDS) impact no longer exists with the termination and removal of the previously potentially impeding livestock facility.

As you are aware, John and Laurel Miner (email dated September 11, 2018) set out a number of objections to the proposed official plan and zoning by-law amendment as reproduced below. Our response to each is noted in italics as follows:

> "We oppose the development that would in essence create a new hamlet in a prime agricultural area, bringing with it the potential for increased land use conflict and restrictions on farm activities."
>
> *Hamlets are treated as special entities by the Provincial Policy Statement, the County of Huron Official Plan and the Municipality of South Huron Official Plan. The seven existing lots of record are not recognized as a "hamlet" nor have we ever suggested that they receive recognition as a "hamlet". Again, any restriction on farm activities already exists given the presence of the golf course, club house, restaurant and existing residences on abutting properties.*
>
> "Our farm has traditionally been a livestock operation and we currently cash crop the land with our son-in-law. Although we demolished the cattle and sheep barn a few years ago, given the precarious nature of agricultural commodity prices, we wish to retain the option of returning to livestock production, if not for ourselves, for the next generations."
>
> *The option of returning to livestock production has not been removed provided the Miner's could satisfy the MDS II requirements for any new livestock building or structures erected. Such buildings would be first and foremost constrained by the presence of an existing dwelling directly opposite the Miner farm on the north side of Kirkton Road.*

"We support the wisdom in the existing South Huron Official Plan that specifies non-farm uses should be directed to locate in urban designated areas to minimize conflicts in the agricultural areas. Similarly, the County of Huron Official Plan states the goal of the community is to give agriculture priority over other uses in agriculture areas. "Development should be directed to urban areas, unless it is an agricultural related use."

These policies are typically put into place to specifically control and regulate the creation of new residential lots in agricultural areas, and prevent incompatible uses from being established. As previously noted, the proposed development involves existing lots of record which are already situated in a non-agricultural land use designation.

"Fortunately, there are estate lots available for sale in an attractive area inside Exeter."

Similarly, the subject lands represent a unique and attractive area for residential development abutting an established golf course, providing additional housing opportunities for those wishing an alternative to residing in an urban setting.

"Ontario's Provincial Policy Statement, adopted in 2014, stipulates prime agricultural areas shall be protected for long-term use. The statement prohibits creation of new lots in prime agricultural areas except for agricultural uses, agriculture-related use, and for a residence that is surplus to a farming operation as a result of farm consolidation."

The lots are not being created and have been in legal existence since the early 1970's. The subject lands are not prime agricultural lands and are designated for non-agricultural uses

"We note that the seven lots in question, as addressed by the municipality's planner when a development application was rejected by council four years ago, have never been zoned to allow residential development. Creation of the lots, according to the municipal planner's presentation at the time, was done without benefit of any planning process or approval by the Township of Usborne council."

Creation of the subject lots, as previously noted, took place legally prior to the advent of subdivision control in the Province. It was a process that took place in many areas of Ontario at a time when a framework for planning was still very much in its infancy. Indeed, over time, many of these existing lots were ultimately zoned to permit some form of development.

"We also note the land being proposed for residential development, although attached to the golf course, has remained in agricultural production. Given that Ontario lost 20 percent of its farmland to development between 1976 and 2016, we urge council to continue to directly protect farmland and prevent the fragmentation of rural areas."

The subject lands are already fragmented and have been fragmented since the lots were first created in the early 1970's. Irrespective of some limited agricultural use, the lands do not offer a valuable or practical utility for sustained farm use and are not currently designated or zoned for agricultural purposes in the Official Plan and Zoning By-law. We would submit that the County felt no need to protect any "farmland" in this instance when it changed the designation and zoning of the lands for recreational purposes. The lands are currently surplus to any recreational needs associated with the abutting golf course.

Based on further review of this matter with our client, and as a result of our teleconference call and the position of County planning staff, we respectfully request that Council proceed with the adoption of Mr. Kints' applications as submitted, and that the Official Plan amendment be forwarded to the County of Huron for approval.

If you have any questions regarding this matter or require any additional information, please do not hesitate to contact myself or Dan Smith at our offices in London.

Yours very truly,

MONTEITH BROWN PLANNING CONSULTANTS

Jay McGuffin, MCIP, RPP
Vice President, Principal Planner
DS;jmc

jmcguffin@mbpc.ca

cc: Jeff Kints
Rebekah Msuya-Collison
Sandra Weber
Denise Van Amersfoort
Sarah Smith

RECEIVED
JAN 24 2019

strGLENN & JOAN KELLS
203-500 Acheson Street
Exeter, Ontario
N0M 1S2
Phone – 519-235-2581
Email – gekells@hay.com.ca

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

Att: Mr. Dan Best. Chief Administrative Officer

January 17th, 2019

We would like to say that we think the Solar Powered flashing Stop Signs on Airport Line are a great safety addition to our local roads.

We feel that the next step in improving travel on Airport Line would be the installation of a street light (solar powered or conventional) at the corner of Huron Street and Airport Line. With the increased housing on the West side of Exeter there is a lot more traffic in the area. It is very difficult to see the corner when approaching it on Airport Line at night.

We would appreciate it if you would consider our request to improve the safety at that corner.

If you would like to discuss this matter with us, please contact us at the above address.

Yours truly,

Glenn Kells

Joan Kells

Corporation Of The
Municipality Of South Huron

By-Law # 3 - 2019

A By-Law Of The Municipal Corporation Of The Municipality Of South Huron To Amend The South Huron Official Plan.

Whereas the Municipal Council of the Corporation of the Municipality of South Huron considers it advisable to amend the Municipality of South Huron Official Plan, as amended, of the Corporation of the Municipality of South Huron.

Now therefore, the Council of the Municipality of South Huron, in accordance with the provisions of the Planning Act, RSO 1990, hereby enacts as follows:

1. Amendment No. 14 to the Official Plan of the Municipality of South Huron, consisting of the attached maps, is hereby adopted.

2. The Clerk is hereby authorized and directed to give Notice of Adoption of Official Plan Amendment No. 14 and to make application to the Council of the Corporation of the County of Huron for the approval of Amendment No. 14 to the Official Plan of the Municipality of South Huron.

3. This By-law shall come into force and take effect on the day of final passing thereof.

Read a first time and second time this 7th January, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Read a third time and passed this 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Amendment No. 14

To The Official Plan
For The
Municipality Of South Huron

Amendment No. 14

To The Official Plan

For The

Municipality Of South Huron

Affecting the lands described as Part Lot 11, Concession 2, Usborne Ward as illustrated on the attached schedules in the Municipality of South Huron.

Statement of Components

PART "A" is the preamble to Amendment No. 14 to the Official Plan for the Municipality of South Huron and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

PART "B" consisting of the text and maps, including Schedules "A" (location) and "B" (maps), constitutes Amendment No. 14 to the Official Plan for the Municipality of South Huron.

PART "C" is the appendix and does not constitute part of this statement. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

Part "A"
The Preamble

Amendment No. 14
To The Official Plan
For The
Municipality Of South Huron

1. PURPOSE

The purpose of Official Plan Amendment No. 14 is to amend Schedule B2 of the Municipality of South Huron Official Plan to re-designate the lands from Recreational to Recreational Exeter Golf Course Special Policy Area.

2. LOCATION

The lands affected by this Amendment are legally known as Part Lot 11, Concession 2, Usborne Ward, Municipality of South Huron.

The subject lands include 7 lots of record. Six of the seven lots (Parts 33 to 38) each comprise an area of 2,322.5 square metres; approximate frontage of 38.1 metres; and a depth of 61.0 metres. The seventh lot (Part 39) has an area of 2,606 square metres, with an approximate frontage of 42.8 metres; and a depth of 61.0 metres. All lots front onto Morrison Line.

3. BASIS

The subject lands are currently vacant. The lands are currently designated Recreational and zoned for Recreational Commercial Special Provisions to permit the existing golf course use.

The purpose of this Official Plan Amendment is to amend Schedule B2 of the Municipality of South Huron Official Plan to re-designate the lands as Recreational Exeter Golf Course Special Policy Area, to permit future development of seven single residential dwelling.

Studies submitted with the application include a planning justification report, On-site Sewage Servicing analysis, and an analysis of well yield potential. An application to rezone the subject lands from Recreational Commercial Special Provisions (RC3-1) to Agricultural Small Holding Special Provisions (AG4-30) is also being considered.

Part "B"

Amendment No. 14
To The Official Plan For The Municipality Of South Huron

1. Introduction

All of this part of the document entitled Part "B", consisting of the following text, and attached maps, constitutes Amendment No. 14 to the Official Plan for the Municipality of South Huron.

2. Details Of The Amendment

The Official Plan for the Municipality of South Huron is hereby amended as follows:

Schedule B2 of the Official Plan, as amended, is hereby further amended with respect to lands known as Lot 11, Concession 2, Usborne Ward, Municipality of South Huron, County of Huron. These lands shall be designated as Recreational Exeter Golf Course Special Policy Area as shown on Schedule "A", attached hereto and forming part of this Amendment.

The Official Plan for the Municipality of South Huron is hereby further amended as follows:

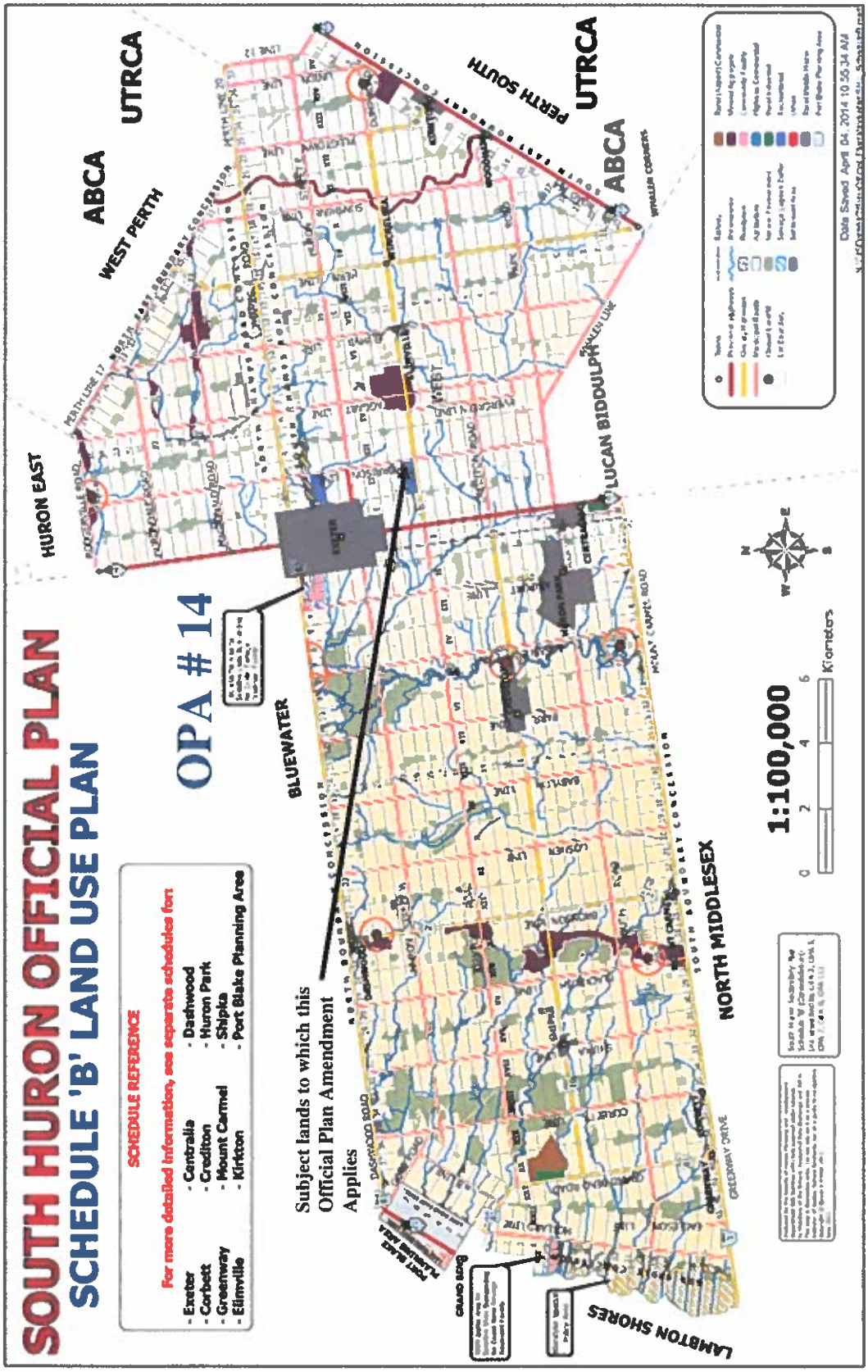
Section 10.0 Recreational is amended by the addition of the following subsection:

10.8 Recreational Exeter Golf Course Special Policy Area

Notwithstanding the policies of Section 10.0 to the contrary, lands comprising seven lots of record located in part of Lot 11, Concession 2 (Parts 33 through Part 39 inclusive, Plan RD No. 52) as shown on Schedule 'B' Land Use Plan and Schedule 'B2' Land Use Plan Usborne Ward, may be used for residential purposes and accessory uses as more specifically set out in the Zoning By-law.

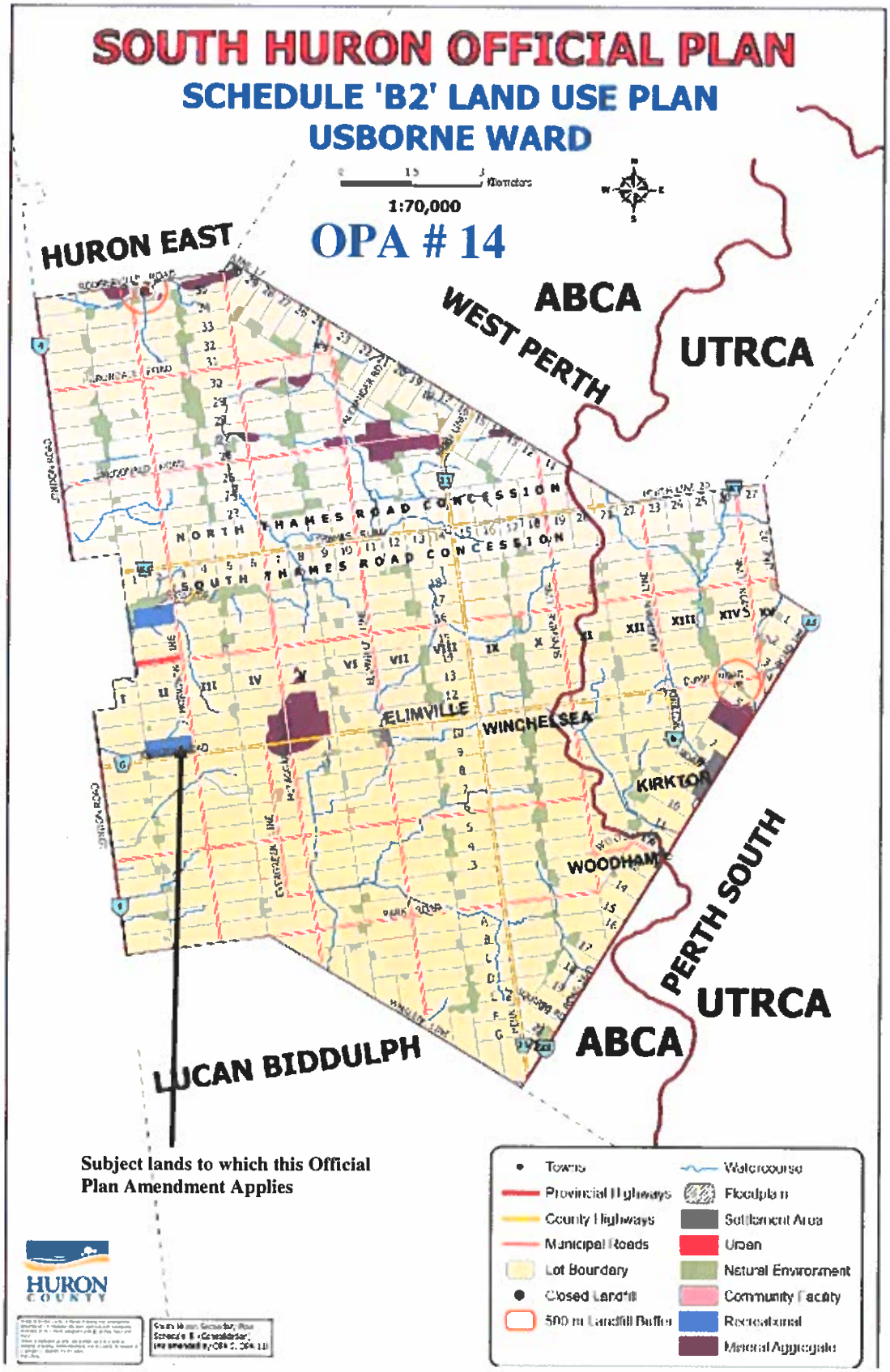
Schedule "A"

- Mapping to Implement Official Plan Amendment No. 14 -



Schedule "B"

- Mapping to Implement Official Plan Amendment No. 14 -



Part "C"
Appendices

The appendices do not form part of Amendment No. 14, but are for information purposes only.

1. Background

The proposed Official Plan Amendment and Zoning By-law Amendment would change the land use designation and zoning of the lands known legally as Lot 11, Concession 2, Township of Usborne, Municipality of South Huron; as illustrated in the attached schedule. The subject lands include seven lots of record (Parts 33 through Part 39 inclusive, Plan RD No. 52).

The application proposes to amend the land use designation of the subject lands from Recreational to Recreational Golf Course Special Policy Area; and to amend the zoning from Recreational Commercial Special Provisions (RC3-1) to Agricultural Small Holding Special Provisions (AG4-30). The purpose of the proposed Official Plan and Zoning By-law amendment is to permit future development of seven single residential dwellings.

This by-law amends the Municipality of South Huron Official Plan. A Key Map showing the location of the lands is attached as Schedule B.

The Zoning By-law Amendment will not come into force until the Official Plan Amendment (OPA 14) is approved by the County of Huron, in accordance with Section 43(21) of the Planning Act.

The Corporation Of The Municipality Of South Huron

By-Law #4- 2019

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.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #69-2018 for the Municipality of South Huron, Corporation of the Municipality of South Huron;

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

1. That this By-Law shall apply to Part Lot 11, Concession 2, Usborne Ward, Municipality of South Huron.

2. That By-law 69-2018 is hereby amended by adding Section 7.7.30:

   7.7.30. AG4-30
   7.7.30 Notwithstanding the provisions of the Agricultural Small Holding Zone to the contrary, permitted uses shall be limited to a single detached dwelling and uses accessory to the permitted uses.

   Notwithstanding the provisions of the Agricultural Small Holding Zone to the contrary, accessory uses shall be limited to a bed and breakfast establishment) maximum of 4 guest rooms), a home industry and a home occupation.

   Notwithstanding the provisions of the Agricultural Small Holding Zone to the contrary, permitted structures shall be limited to 1 single detached dwelling, buildings and structures for the permitted uses and buildings and structures accessory to the permitted uses.

   All other provisions of Zoning By-law 69-2018 shall apply.

3. That the purpose and effect of this amendment, identified as Schedule "A", attached hereto, forms an integral part of this by-law.

4. That the Municipality of South Huron Zoning By-law Location Map and Zone Map 6, attached hereto as Schedule "B", forms an integral part of this by-law.

5. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first and second time this 7th day of January, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Read a first and second time this day of , 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law #4-2019

Corporation Of The Municipality Of South Huron

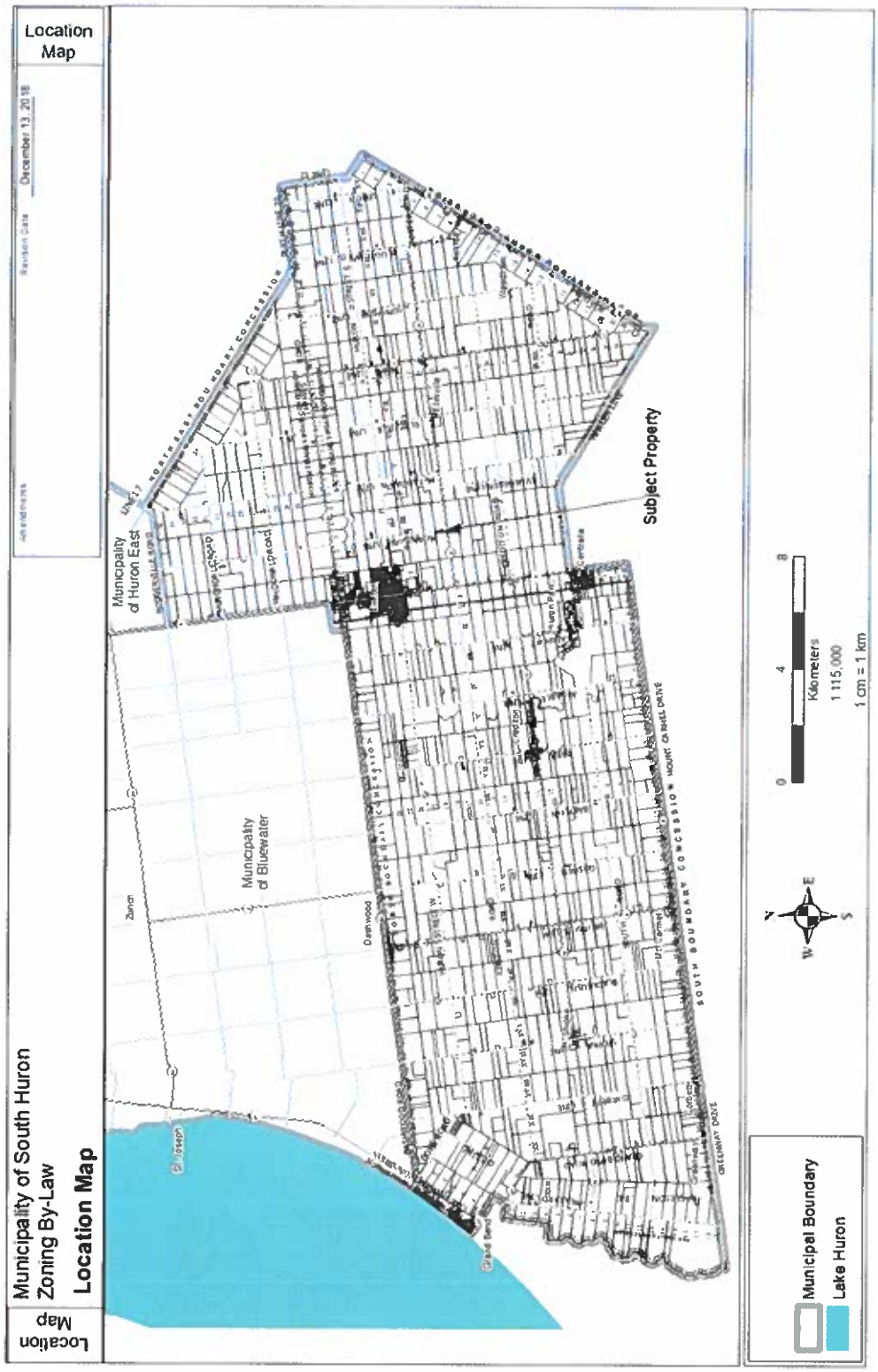
By-Law #4-2019 has the following purpose and effect:

This By-law affects the property known legally as Part Lot 11 Concession 2, Usborne Ward. The subject lands are currently zoned Recreational Commercial Special Provisions (RC3-1) which permits a golf course and accessory buildings and structures. The purpose of this amendment is to rezone to an Agricultural Small Holding Special Provision Zone (AG4-30) to permit single unit detached dwellings, with permitted accessory buildings and structures, on seven existing lots of record.

An application to re-designate the subject lands from Recreational to Recreational Special Exeter Golf Course Special Policy Area (OPA #14) has also been submitted. This Zoning By-law amendment will not come into force until the Official Plan Amendment (OPA#14) is approved by the County of Huron, in accordance with Section 42(21) of the Planning Act.

This By-law amends Zoning By-law #69-2018 of the Municipality of South Huron. Maps showing the general location of the lands to which this proposed zoning by-law amendment applies are shown on the following pages.

Schedule "B" to By-Law #4- 2019
Corporation Of The Municipality Of South Huron



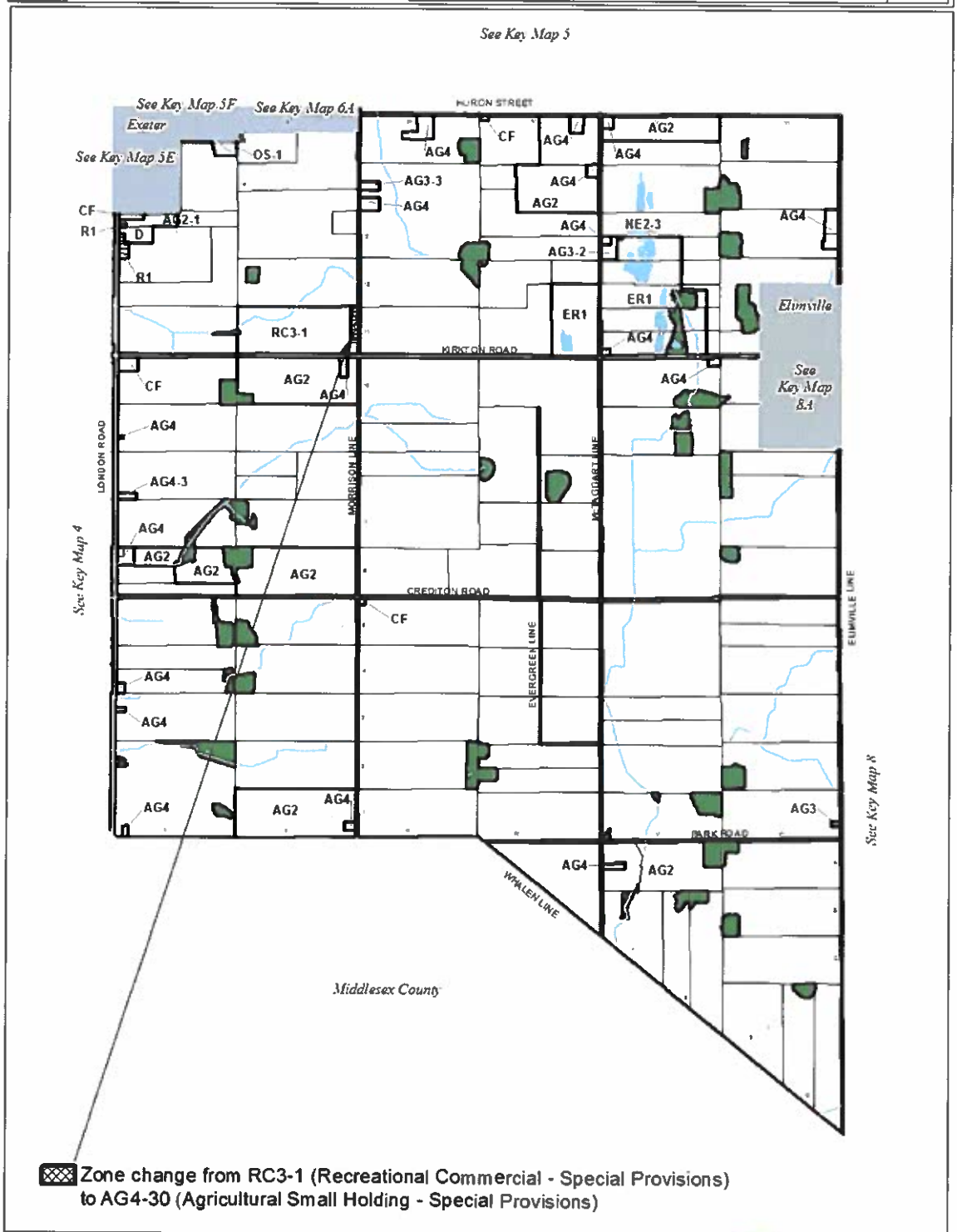
Zone Map 6

Municipality of South Huron
Zoning By-Law

Amendments

Revision Date December 13, 2018

Zone Map 6

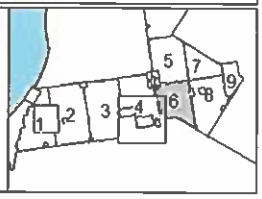


Zone change from RC3-1 (Recreational Commercial - Special Provisions) to AG4-30 (Agricultural Small Holding - Special Provisions)

HC_Amendments
Zone_chge, Key_Map_No, OP_Redes
From RC3-1 to AG4-30, SHu_KM_06, <Null>
Property Boundary
Watercourses
Waterbody
AG1 (Unless otherwise noted)
NE2
Settlement Boundary

N W E S

0 470 940 1,880
Meters
1 cm = 300 meters



AMENDMENT NO. 17

TO THE OFFICIAL PLAN
OF THE
MUNICIPALITY OF SOUTH HURON

SCHEDULE 1
CORPORATION OF THE
MUNICIPALITY OF SOUTH HURON

BY-LAW # 12- 2019

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE MUNICIPALITY OF SOUTH HURON TO AMEND THE SOUTH HURON OFFICIAL PLAN.

Whereas the Municipal Council of the Corporation of the Municipality of South Huron considers it advisable to amend the Municipality of South Huron Official Plan, as amended, of the Corporation of the Municipality of South Huron.

Now therefore, the Council of the Municipality of South Huron, in accordance with the provisions of the Planning Act, RSO 1990, hereby enacts as follows:

1. Amendment No. 17 to the Official Plan of the Municipality of South Huron, consisting of the attached maps, and explanatory text is hereby adopted.

2. The Clerk is hereby authorized and directed to give Notice of Adoption of Official Plan Amendment No. 17 in accordance with Section 17(23) of the Planning Act, RSO 1990, as amended and to make application to the Council of the Corporation of the County of Huron for the approval of Amendment No. 17 to the Official Plan of the Municipality of South Huron.

3. This By-law shall come into force and take effect on the day of final passing thereof.

Read a first time on the 19th day of February, 2019.

Read a first time on the 19th day of February, 2019.

Read a first time on the 19th day of February, 2019.

_____ _____

George Finch, Mayor Rebekah Msuya-Collison, Clerk

AMENDMENT NO. 17
TO THE OFFICIAL PLAN

OF THE

MUNICIPALITY OF SOUTH HURON

Affecting the lands described as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), as illustrated on the attached schedules in the Municipality of South Huron.

Statement of Components

PART "A" is the preamble to Amendment No. 17 to the Official Plan for the Municipality of South Huron and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

PART "B" consisting of the text and maps, including Schedule "A", constitutes Amendment No. 17 to the Official Plan for the Municipality of South Huron.

PART "C" is the appendix and does not constitute part of this statement. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

PART "A"
THE PREAMBLE

AMENDMENT NO. 17
TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON

1. PURPOSE

The purpose of Official Plan Amendment No. 17 is to implement a site specific special policy area to permit a maximum number of multiple attached units per building of 6 (six) when the South Huron Official Plan currently sets a maximum number of four (4) multiple attached units per building.

2. LOCATION

The lands affected by this Amendment are legally known as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), as illustrated on the attached schedules, in the Municipality of South Huron.

3. BASIS

The applicant proposes to develop a residential subdivision on the subject parcel consisting of 57 multiple attached units, 13 single detached dwellings, two stormwater management ponds and two open space blocks. The proposed access will be off Simcoe Street, south of Albert Street, and off Highway 4 to the west of the development. The development is proposed in two phases. Phase 1 includes 8 single detached dwellings, 24 multiple attached units, two stormwater management ponds, and open space. Phase 2 includes 5 single detached dwellings, 33 multiple attached units, and open space. The applicant also proposes a second development on the abutting property to the west which will include a Plan of Condominium stacked townhouse and multiple attached dwelling development.

The subject lands are currently designated Residential in the South Huron Official Plan. The Official Plan Amendment proposes a site specific special policy area to permit a maximum number of multiple attached units per building of six (6) when the South Huron Official Plan currently sets a maximum number of four (4) multiple attached units per building.

A corresponding application for Plan of Subdivision and Zoning By-law amendment is being processed with this application.

PART "B"

AMENDMENT NO. 17
TO THE OFFICIAL PLAN FOR THE MUNICIPALITY OF SOUTH HURON

1. INTRODUCTION

All of this part of the document entitled Part "B", consisting of the following text, and attached maps, constitutes Amendment No. 17 to the Official Plan for the Municipality of South Huron.

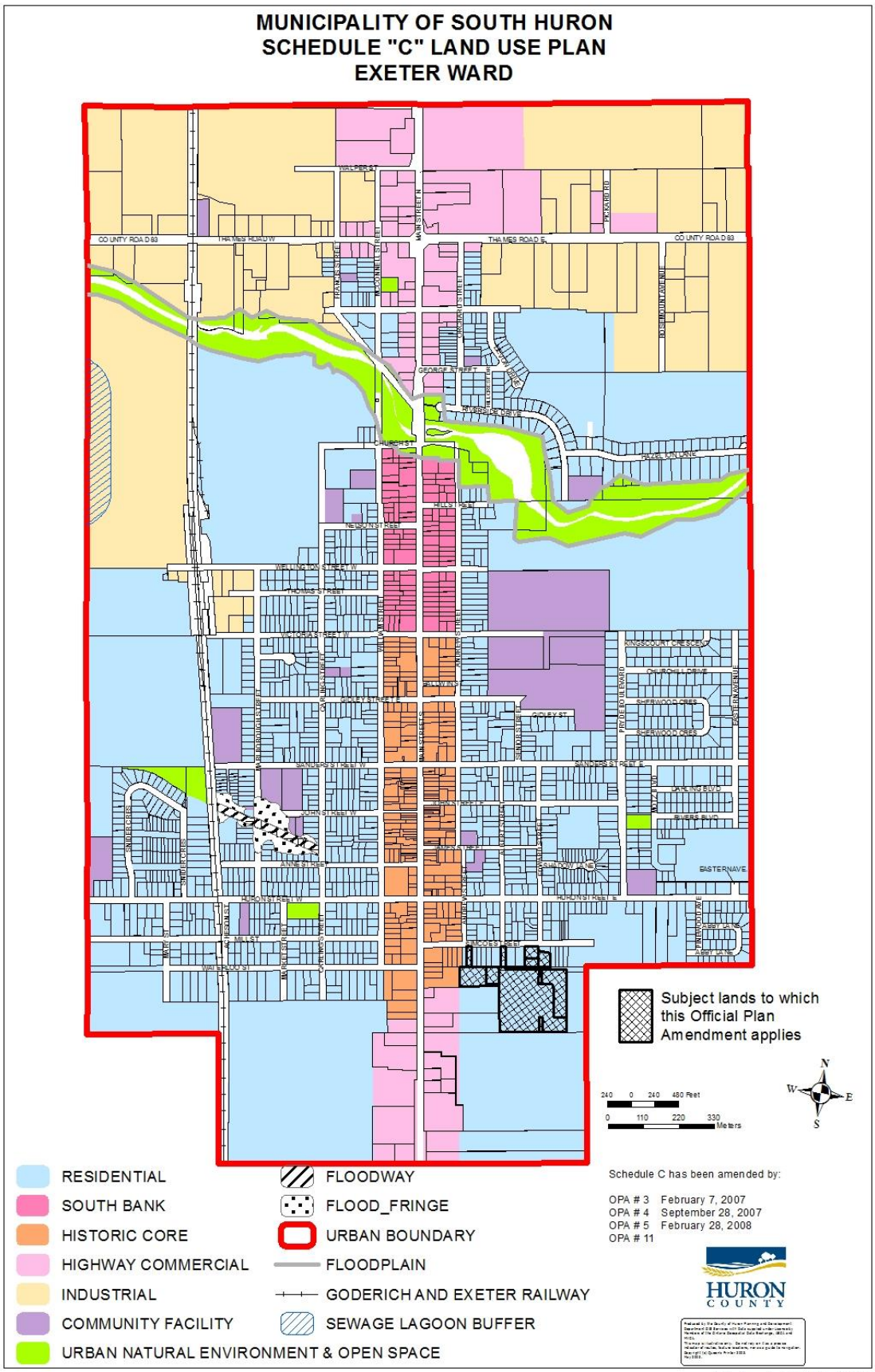
2. DETAILS OF THE AMENDMENT

2.1 The text of the Municipality of South Huron Official Plan is hereby amended by:

a) Inserting Section 7.5.5.4.3.1:

7.5.5.4.3.1
Special Policy Area for the land legally described as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW). For the lands within the Special Policy Area a maximum of 6 (six) multiple attached dwelling units are permitted within one building.

SCHEDULE "A"


MUNICIPALITY OF SOUTH HURON
SCHEDULE "C" LAND USE PLAN
EXETER WARD
Subject lands to which this Official Plan Amendment applies
RESIDENTIAL
SOUTH BANK
HISTORIC CORE
HIGHWAY COMMERCIAL
INDUSTRIAL
COMMUNITY FACILITY
URBAN NATURAL ENVIRONMENT & OPEN SPACE
FLOODWAY
FLOOD_FRINGE
URBAN BOUNDARY
FLOODPLAIN
GODERICH AND EXETER RAILWAY
SEWAGE LAGOON BUFFER
Schedule C has been amended by:
OPA # 3 February 7, 2007
OPA # 4 September 28, 2007
OPA # 5 February 28, 2008
OPA # 11
HURON COUNTY
Date Saved: 1/22/2019 10:30:27 AM

PART "C"
APPENDICES

The appendices do not form part of Amendment No. 17, but are for information purposes only.

1. Background

The proposed Official Plan Amendment and Zoning By-law Amendment would change the land use designation and zoning of the lands known legally as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), as illustrated on the attached schedules in the Municipality of South Huron.

The application proposes to amend the land use designation of the subject lands from Residential to Residential Special Policy Area to permit a maximum of 6 (six) multiple attached dwelling units.

This by-law amends the Municipality of South Huron Official Plan. A Key Map showing the location of the lands is attached as Schedule A.

The concurrent Zoning By-law Amendment proposes a zone change from the existing Development (D) and Low Density Residential (R1) Zones to a Residential Medium Density Special Provisions zone (R2-3) and Residential Medium Density Special Provisions zone (R2-4), as well as Open Space (OS) and Open Space Special Provision (OS-1) to permit stormwater management ponds. The applicant also seeks a zone change for an adjacent property from Development (D) to Residential High Density Special Provisions (R3-9) Zone.

The Corporation of the Municipality of South Huron

By-Law #13 - 2019

To amend By-Law #69-2018, being the Zoning By-Law for the Municipality of South Huron for lands known as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #69-2018 for the Municipality of South Huron, Corporation of the Municipality of South Huron;

And whereas Council passed a motion under Section 34(17) of the Planning Act to indicate a minor change made to the By-law after the Public Meeting which does not require further notification;

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

1. That this By-Law shall apply to Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

2. That By-Law #69-2018 is hereby amended by changing the zone symbol from the existing Development Zone (D) and Low Density Residential Zone (R1) to a Residential Medium Density Special Provisions Zone (R2-3), Residential Medium Density Special Provisions Zone (R2-4), Open Space Zone (OS), and Open Space Special Provisions Zone (OS-1), on the lands designated ‘zone change’ on Key Maps, identified as Schedule “C”, attached hereto and forming an integral part of this by-law.

3. That By-law 69-2018 is hereby amended by adding Section 20.10.3:

   20.10.3 R2-3
   Notwithstanding the Zone Provisions of Section 20.4 to the contrary, in the area zoned R2-3 the following special provisions apply:

   a) Zone Area (minimum) Interior Property – 420 square metres
   b) Zone Frontage (minimum) Interior Property – 12m
   c) Front Yard (minimum) – 6m
   d) Zone Coverage – 40%

4. That By-law 69-2018 is hereby amended by adding Section 20.10.4:

   20.10.4 R2-4

Notwithstanding the Zone Provisions of Section 20.7 to the contrary, in the area zoned R2-4 the following special provisions apply:

a) Minimum Property Frontage (Interior Unit) – 7.8m
b) Minimum Property Frontage (End Unit) – 7.8m
c) Minimum Zone Area (Interior Dwelling Units) – 276 sq.m
d) Minimum Property Depth – 35m
e) Minimum Rear Yard Setback – 7.5m
f) Number of Dwelling Units per Building – 6
g) Minimum side yard setback adjacent to Hydro easement (specific to lots 11, 12, and 31) – 1m
h) The regulations of Section 3.37 Setbacks from Lanes and Easements does not apply to the lands zoned R2-4

6. That the purpose and effect of this amendment, identified as Schedule “A”, attached hereto, forms an integral part of this by-law.

7. That the Municipality of South Huron Zoning By-law Location Map, identified as Schedule B, attached hereto, forms an integral part of this by-law.

8. That the Municipality of South Huron Zoning By-law Zone Map 5E, identified as Schedule C, attached hereto, forms an integral part of this by-law.

9. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first time on the 19th day of February, 2019.

Read a first time on the 19th day of February, 2019.

Read a first time on the 19th day of February, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law #13-2019

Corporation of the Municipality of South Huron

By-Law #13-2019 has the following purpose and effect:

This By-law affects the property legally described as Part of Lot 15, Concession 1, former Usborne Ward, Registered Plan 22R3785 and Registered Plan 22R5066 with Right of Way (ROW), Municipality of South Huron.

The subject lands are located in the southeast end of Exeter, fronting on Simcoe Street. The applicant proposes to develop a residential subdivision on the subject parcel consisting of 57 multiple attached units, 13 single detached dwellings, two stormwater management ponds and two open space blocks. The proposed access will be off Simcoe Street, south of Albert Street, and off Highway 4 to the west of the development. The development is proposed in two phases. Phase 1 includes 8 single detached dwellings, 24 multiple attached units, two stormwater management ponds, and open space. Phase 2 includes 5 single detached dwellings, 33 multiple attached units, and open space. An Official Plan Amendment, Zoning By-law Amendment, and Draft Plan of Subdivision have been submitted to facilitate the proposed development.

The subject lands are currently designated Residential in the South Huron Official Plan. The Official Plan amendment proposes a site specific special policy area to permit a maximum number of multiple attached units per building of six (6) when the South Huron Official Plan currently sets a maximum number of four (4) multiple attached units per building.

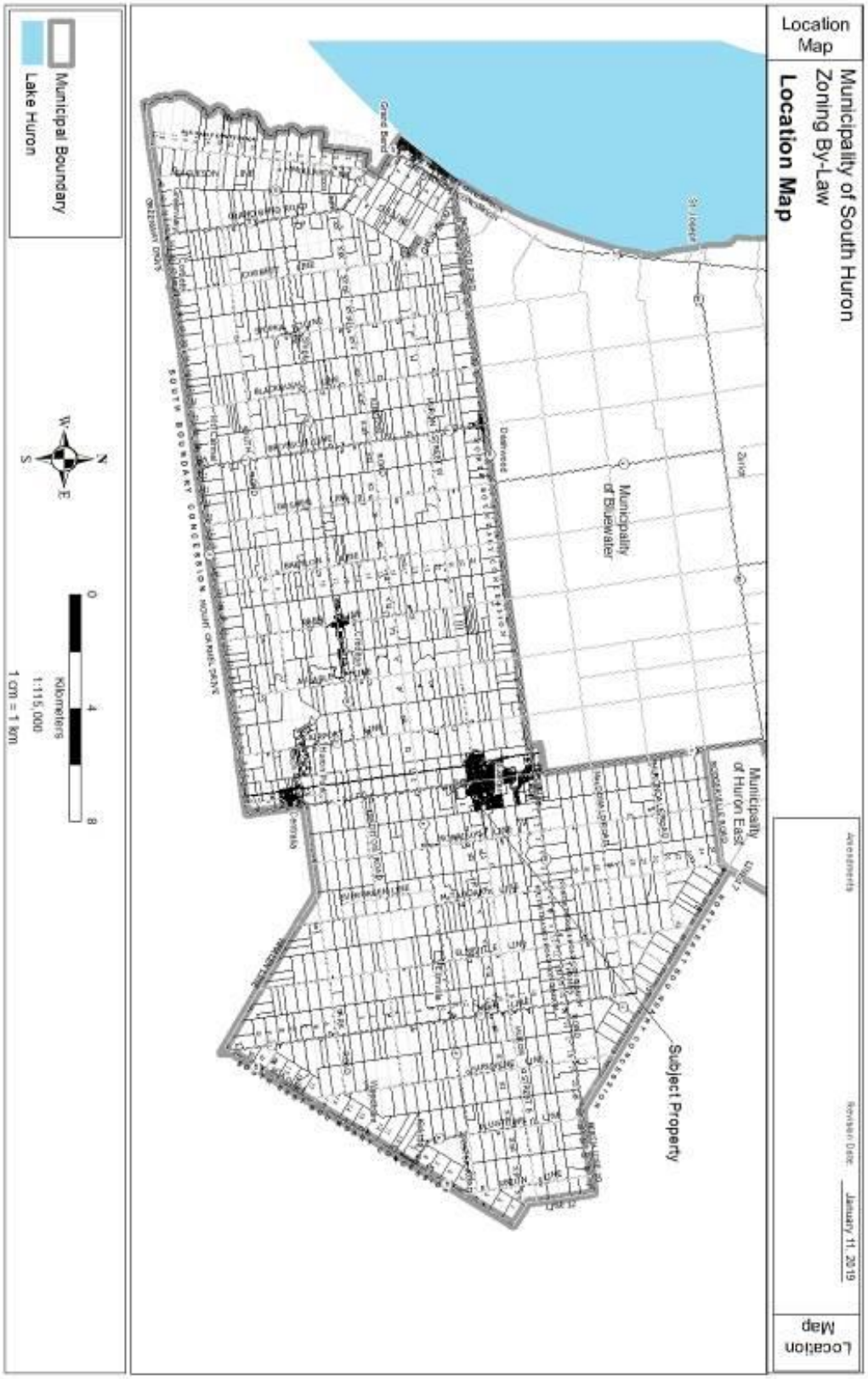
The Zoning By-law amendment proposes a zone change from the existing Development (D) and Low Density Residential Zone (R1) to a Residential Medium Density Special Provisions zone (R2-3), Residential Medium Density Special Provisions zone (R2-4), Open Space zone (OS) and Open Space Special Provision (OS-1) to permit stormwater management ponds.

The zoning by-law amendment also includes a zone change for an adjacent property from Development (D) to Residential High Density Special Provisions (R3-9) to permit a thirty-four (34) unit stacked/clustered townhouse development. This portion of the amendment was deferred and does not form part of this By-law.

The concurrent application for Official Plan Amendment for a site specific special policy area to permit a maximum number of multiple attached units per building of six (6) has been submitted under South Huron OPA Amendment #17. This Zoning By-law amendment will not come into force until the Official Plan Amendment (OPA#17) is approved by the County of Huron, in accordance with Section 42(21) of the Planning Act.

This By-law amends Zoning By-law #69-2018 of the Municipality of South Huron. Maps showing the general location of the lands to which this proposed zoning by-law amendment applies are shown on the following pages.

Schedule "B" to By-Law #13- 2019
Corporation of the Municipality of South Huron



Schedule "C" to By-Law #13- 2019
Corporation of the Municipality of South Huron

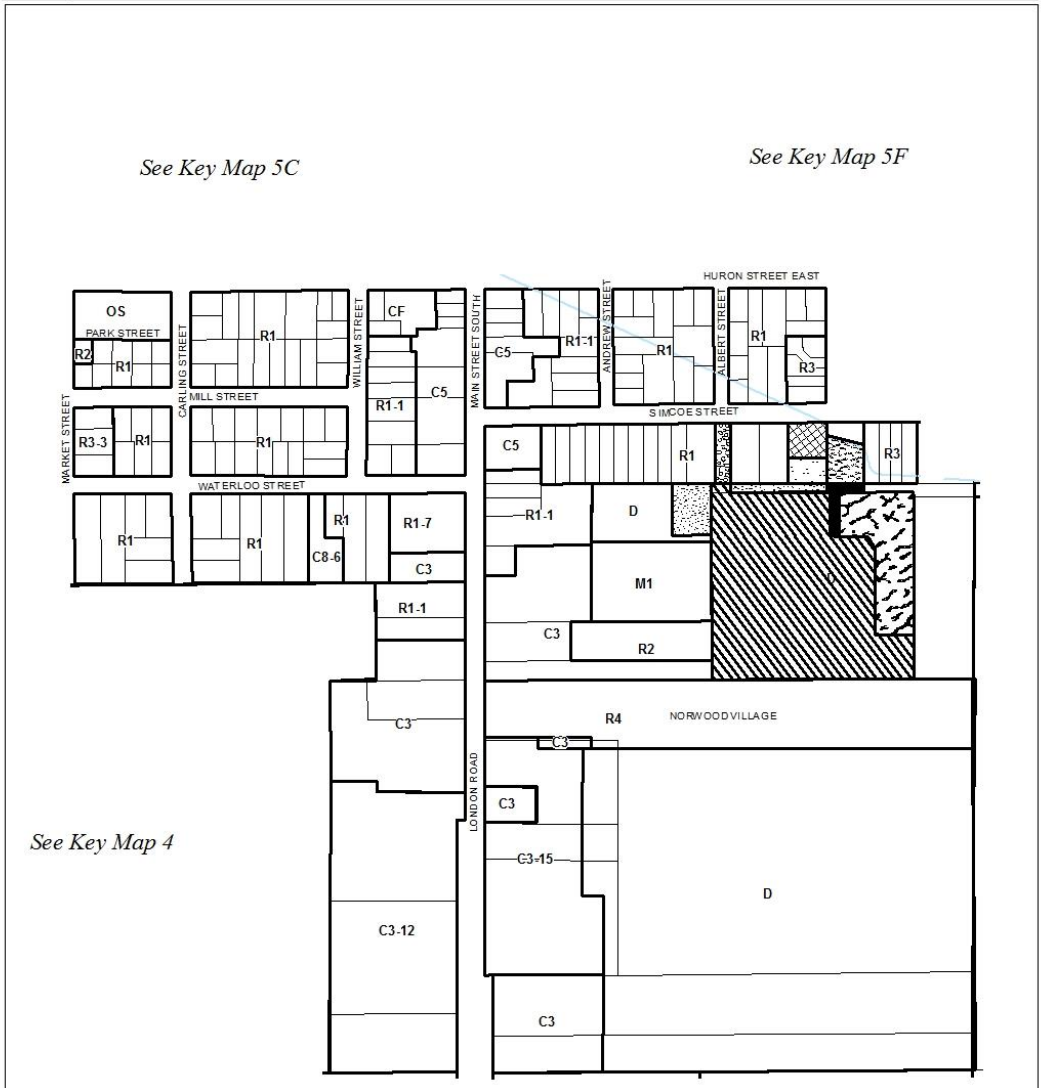
Zone Map 5E

Municipality of South Huron
Zoning By-Law
Exeter

Amendments

Revision Date: February 14, 2019

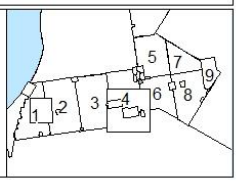
Zone Map 5E



Zone change from R1 (Low Density Residential) to R2-3 (Medium Density Residential Special Provisions)
Zone change from R1 (Low Density Residential) to R2-4 (Medium Density Residential - Special Provisions)
Zone change from R1 (Low Density Residential) to OS-1 (Open Space Special Provisions)
Zone change from R1 (Low Density Residential) to OS (Open Space)
Zone change from D (Development) to R2-3 (Medium Density Residential - Special Provisions)
Zone change from D (Development) to R2-4 (Medium Density Residential - Special Provisions)
Zone change from D (Development) to OS-1 (Open Space - Special Provisions)
Zone change from D (Development) to OS (Open Space)

Property Boundary
AG1 (Unless otherwise noted)
Watercourses

N
W
E
S
0 62.5 125 250
Meters
1 cm = 40 meters



The Corporation of the Municipality of South Huron

By-Law # 16-2019

Being a By-law to establish a Committee of Adjustment and Terms of Reference

Whereas Section 44 (1) of the Planning Act, S.O., 1990, c. P.13, (hereinafter called the "Act"), provides that a Council of Municipality may, by By-law, constitute and appoint a Committee of Adjustment for the municipality composed of such persons, not fewer than three, as the council considers advisable; and

Whereas pursuant to Section 44(3) of the Planning Act the members of the committee who are members of a municipal council shall be appointed annually; and

Whereas pursuant to Section 44 (4) of the Planning Act, members of the committee shall hold office until their successors are appointed, and are eligible for reappointment, and, where a member ceases to be a member before the expiration of his or her term, the council shall appoint another eligible person for the unexpired portion of the term; and

Whereas pursuant to Section 44 (5) of the Planning Act, where a committee is composed of three members, two members constitute a quorum, and where a committee is composed of more than three members, three members constitute a quorum.

Whereas Section 45(3) of the Act provides that a Council that has constituted a Committee of Adjustment may, by by-law, empower the Committee of Adjustment to grant minor variances from the provisions of any by-law that implements an Official Plan; and

Whereas Council for the Corporation of the Municipality of South Huron deems it advisable to establish such a Committee and to provide for terms of reference and to delegate to said Committee the authority of Council with respect to minor variances;

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

1. A Committee of Adjustment for the Municipality of South Huron is hereby established.

2. That the Council of the Municipality of South Huron hereby delegates to the Committee of Adjustment the authority to hold any necessary hearings and decide whether to grant any application for a minor variance, including the power to impose conditions, and this authority shall be exercised in accordance with the Act, any regulations thereunder and this By-law;

3. That the Terms of Reference of the Committee of Adjustment are set out in Schedule “A” attached hereto and forming part of this By-Law.

4. The short title of this By-Law is the “Committee of Adjustment By-Law”.

5. That this By-Law shall come into force and take effect upon its passing.

Read a first and second time this 19th day of February, 2019.

Read a third time and passed this 19th day of February, 2019.

George Finch, Mayor	Rebekah Msuya-Collison, Clerk

South Huron
Committee of Adjustment
Terms of Reference

1. Purpose of the Committee

The Committee of Adjustment (COA) is a statutory tribunal with authority delegated to it by the Council of the Municipality of South Huron under the provisions of the Ontario Planning Act to hold public hearings to make decisions on minor variance applications submitted, pursuant to section 45 of the Planning Act.

The Committee operates independently from Council and its decisions may be appealed to the Local Planning Appeal Tribunal (LPAT).

2. Operation

The Committee of Adjustment is a quasi-judicial body charged with observance and protection of applicable planning law and also with protecting the rights of the individuals affected by the decisions made. The Committee must also satisfy legal requirements concerning notice, public hearings, calling of witnesses, notices of decisions and recording of proceedings. The Committee of Adjustment is governed by procedures detailed in the Planning Act, and also by the Municipal Act, the Statutory Powers Procedure Act, the Municipal Conflict of Interest Act, the Municipal Freedom of Information and Protection of Privacy Act, the Provincial Policy Statement, the South Huron Official Plan, the Zoning by-law of the Municipality of South Huron and the Committee Terms of Reference.

The goal of the Committee of Adjustment is to provide for and conduct a fair hearing by:

- Allowing anyone wishing to speak to an application an opportunity to do so;
- Giving due diligence to the consideration of each application;
- Openly having all discussions about each application and making all decisions in public at the hearing;
- Making rational decisions with appropriate, well-thought-out conditions;
- Clearly stating the reasons for their decisions.

Committee of Adjustment hearings are attended by Committee of Adjustment members, Planning Staff, the Secretary-Treasurer, applicants and/or their representatives and any member of the public who wishes to speak regarding an application or observe the proceedings.

3. Membership Composition, Term and Responsibilities

The Committee of Adjustment will be composed of three voting members consisting of 3 members of Council.

The Council shall appoint all Committee members by By-law and the members of Council appointed to the Committee shall be appointed annually. Annually, the Committee shall elect a Chair and Vice-Chair from the appointees.

There shall be no discussion amongst COA Members regarding an application prior to the hearing.

Quorum and Voting

Two members constitute a quorum. Voting is by simple majority on the application, a tie vote means the application is refused.

Vacancy

Subject to quorum, a vacancy in the membership or the absence or inability of a member to act does not impair the powers of the Committee or of the remaining Members of the Committee.

Chair

The members shall elect one of themselves as Chair, who shall hold the position until a successor is elected. When the Chair is absent, the Committee shall appoint another Member to sit as acting Chair.

The COA Chair shall maintain decorum of hearings to ensure a fair hearing for all minor variance applications. Comments from COA Members, Applicant and Public shall be directed through the Chair and COA Members shall conduct themselves with professional integrity and respect.

Secretary-Treasurer

The Secretary-Treasurer to the Committee is the Municipal Clerk or designate. The Planner assigned to South Huron will provide a planning report to the Committee for every minor variance application brought forward to the Committee.

The Secretary-Treasurer of the Committee or designate, as the case may be, with the assistance of the Planning staff, shall perform all administrative duties related to the referral of all Applications for Variance to the Committee, the processing of all Applications for Variance, both before and after decision, and the forwarding of appeals to the Local Planning Appeal Tribunal.

Site Visits

Following an application by an applicant/agent, for any land, building or structure located within the Municipality of South Huron, but prior to the Hearing where the application shall be considered by the Committee, the Members may conduct individual site visits.

During site visits, Members shall not discuss with the applicant or other interested individuals, any of the merits of the application or any issue or matter in connection with the application to be decided by the Committee.

4. Meeting Schedule and Location

South Huron
Committee of Adjustment
Terms of Reference

The Committee shall meet at 5:00 p.m. on the first and third Monday of the month, as-needed to address minor variance applications pursuant to section 45 of the Planning Act. For ease of planning, every attempt will be made to hold the meetings on a consistent day. Additional meetings may be held through a special meeting request to the Secretary-Treasurer and dependent on availability of Committee members.

The Committee of Adjustment meetings take place in Council Chambers at the Municipality of South Huron, 322 Main Street S, Exeter ON.

5. Public Hearing Process

- Call to Order
- Chair welcomes those in attendance, introduces Committee members and staff and provides an explanation of procedures:
    - Everyone present will be given an opportunity to comment on the applications being heard;
    - Comments and questions are to be addressed through the Chair;
    - Decision notice will be sent to the applicant or agent and any person who files a written request;
    - Reminder of appeal period in accordance with The Planning Act;
- Pecuniary Interest of Committee of Adjustment members declared as applicable
- Discussion and Decisions on the applications presented including addressing requests for Withdrawal or Adjournment.
- Adjournment of the meeting

The COA shall ensure that all stakeholders are provided with information and an opportunity for input.

6. Decisions

The Zoning By-law regulates how land and buildings are used and where buildings and structures can be located. This by-law also specifies lot sizes and dimensions, parking requirements, building heights and other regulations necessary to ensure proper and orderly development. However, sometimes it is not possible or desirable to meet all of the requirements of the Zoning By-law. In that case, a property owner may apply for approval of a minor variance. A minor variance provides relief from a specific Zoning By-law requirement, excusing a property owner from meeting the exact requirements of the By-law.

For the Committee to approve this type of application, the Planning Act requires that the Members must be satisfied that the application meets all of the following four tests:

- Is considered to be a minor change from the Zoning requirements (an evaluation of impact rather than a numerical value)
- Is desirable for the appropriate development or use of the land, building or structure;
- Maintains the general intent and purpose of the Official Plan and
- Maintains the general intent and purpose of the Zoning By-law.

Reasons for approval or denial shall be included in the COA decisions, including how public input impacted the decision and the decisions shall include appropriate and enforceable conditions.

The COA shall defer decisions when appropriate with reasons and a time frame for re-hearing of the application. No decision of the Committee on an application is valid unless it is concurred by the majority of the Members that heard the application, and the decision of the Committee shall be in writing and shall set out the reasons for the decision and the effect that any correspondence had on their decision and shall be signed by the Members who concur in the decision.

A copy of the Committee's written decision shall be prepared and issued in accordance with the provisions of the Planning Act.

7. Amendments to the Terms of Reference

The non-statutory provisions of this Terms of Reference may be eliminated or amended in any way by Council at its full and final discretion. Amendments to the Terms of Reference may be proposed to Council from time to time, by members of the Committee for their endorsement requiring a majority of the voting membership.

The Clerk or designate is delegated the authority to make administrative changes to this Terms of Reference that may be required from time to time due to legislative changes or if, in the opinion of the Clerk, the amendments do not change the intent of the Terms of Reference.

8. Procedure of the Committee of Adjustment

The hearings shall be conducted in accordance with the *Municipal Act, Planning Act, Statutory Powers Procedure Act,* Council's current Procedural By-law, and Robert's Rules of Order.

The hearing of every application shall be held in public.

Committee of Adjustment decisions will be made at a public hearing. All information pertaining to an application will be presented at the hearing and all discussion on the specifics of an application will take place at the hearing.

Closed session meetings may only be held in accordance with Section 239 of the *Municipal Act*.

9. *Municipal Conflict of Interest Act*

Committee of Adjustment Members may have pecuniary conflict of interest as they have decision-making ability. Members should be cognizant of any conflict of interest or perceived conflict in terms of issues which may serve to benefit them personally.

Where a Member, either on their own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a Committee of Adjustment hearing at which the matter is considered, the Member,

- Shall, prior to any consideration of the matter at the hearing, disclose the interest and the general nature thereof;
- Shall not take part in the discussion of, or vote on any question in respect of the matter;

- Shall not attempt in any way whether before, during or after the hearing to influence the voting on any such question.

Where the interest of a Member has not been disclosed by reason of the Member's absence from the hearing, the Member shall disclose the interest, and comply with the requirements listed above, at the first Committee hearing attended by the Member after the hearing at which the matter was considered. Every declaration of interest and the general nature thereof shall be recorded in the minutes of the meeting by the Secretary of the Committee.

10.*Municipal Freedom of Information and Protection of Privacy Act*

Committee of Adjustment Members will act to protect the privacy of individuals with respect to personal information contained in application forms and information circulated to the Committee and to ensure that personal information is used solely for the purposes of processing the application.

The Corporation of The Municipality Of South Huron

By-Law #17-2019

Being a by-law to appoint members to the various Boards, Committees and Authorities in the Municipality of South Huron

Whereas the *Municipal Act 2001*, as amended, Section 8 confers broad authority on municipalities thereby allowing them to govern their affairs as they consider appropriate and to enhance their ability to respond to municipal issues; and

Whereas the Council of the Municipality of South Huron deems it expedient to appoint persons to provide for and assist in the administration, protection and management of the Municipality; and

That the appointment set out herein shall coincide with the term of Council unless otherwise specified; and

That the appointments of citizens, staff members and members of Council to all other Committees be as follows and shall remain in effect until replacement appointments are made by resolution or amendments to the Appointment By-Law;

Now Therefore Be It Resolved That the Council of The Corporation of the Municipality of South Huron enacts as follows:

1. Committees of Council

1.1 Community Hub/Recreation Centre Project Steering Committee

- Deputy Mayor Dietrich, South Huron Representative
- Councillor Oke, South Huron Representative
- Brandon Babbage
- Craig Ivatts
- Peter Hrudka
- Mike Ondrejicka
- Ron Mayer
- Dawn Rasenberg
- Robert Oud

1.2 Dashwood Community Centre Advisory Committee - Joint with Municipality of Bluewater

- Councillor Faubert , South Huron Representative
- Councillor Becker, Bluewater Representative
- Don Weigand
- Kathy Hayter
- Justin Hayter
- Rob Hoffman
- Ted Hoffman

1.3 Dashwood Community Development Fund Committee

- Councillor Faubert, South Huron Representative
- Councillor Vaughan, South Huron Representative
- To be appointed

1.4 Exeter Community Development Fund Committee

- Councillor Neeb, South Huron Representative
- Councillor Willard, South Huron Representative
- To be appointed

1.5 Kirkton-Woodham Community Centre Committee of Management – Joint with Municipality of Perth South

- Councillor Oke, South Huron Representative
- Councillor Corriveau, Perth South Representative
- Chris Weernink
- Martin Hymus
- Tim Shute
- Dave Frayne
- Bill Denham
- Matt Froud
- Rob Morley

1.6 Kirkton-Woodham Swim Pool Committee- Joint with Municipality of Perth South

- Councillor Oke, South Huron Representative
- Councillor Orr, Perth South Representative
- Jodi Froud
- Jenna Becker
- Pam Benoit
- Candice Harris
- Lisa Hartman
- Shannon Ross
- Angela Douglas
- Tammy Thibert
- Lori Weber
- Bill Denham

1.7 Rodeo Committee

- Deputy Mayor Dietrich, South Huron Representative
- Scott Nickles
- Steve Clarke
- Dennis Gower
- Gus Guerts
- Dave Marshall
- JoAnne Fields
- Mike Clarke
- Brenda McCarter
- Brittany McCarter
- Tanner Merner
- Darcey Cook
- Georgia Athanasiou (BIA Representative)

1.8 South Huron Communities In Bloom Committee

- Councillor Neeb, South Huron Representative
- Cathy Seip
- Dorothy Henderson
- Beth Cooper
- Glen Nicholson
- George Wilson

- Debbie Mountenay
- Bev Prout

1.9 South Huron Landfill Liaison Committee

- Deputy Mayor Dietrich
- Jack Glavin
- Helen Coolman
- Donna Shapton

1.10 Property Standards Committee

- All of Council

1.11 Committee of Adjustment

- Deputy Mayor Dietrich
- Councillor Neeb
- Councillor Oke

1.12 Age-Friendly Community Advisory Committee

- Councillor Faubert
- - Councillor Vaughan

2. Council Representatives Appointed To External Committees

2.1 South Huron Chamber Of Commerce

- Councillor Oke

2.2 Huron Waves Festival Committee

- Councillor Neeb

3. Appointments to Local Boards:

3.1 Exeter Business Improvement Association

- Councillor Neeb

3.2 South Huron Police Services Board

- Deputy Mayor Dietrich
- Community Representative Mark Hartman
- Provincial Representative – to be appointed

3.3 Ausable Bayfield Conservation Authority Board

- Councillor Vaughan

3.4 Bluewater Recycling Association

- Mayor Finch

3.5 Joint Operating Board - Lake Huron Primary Water Board

- Councillor Willard
- Councillor Faubert, alternate

3.6 Upper Thames River Conservation Authority

- Tony Jackson, Council Representative

3.7 Grand Bend Area Sewage Plant Board

- Mayor George Finch
- Deputy Mayor Jim Dietrich
- Councillor Marissa Vaughan
- Councillor Bard Willard, alternate

5. That sections 1, 2, and 3 of By-Law #6-2018 are hereby repealed. Section 4 continues to be in effect and this By-Law relates to By-Law # 6-2018.

6. That this By-Law shall take effect and come into force on the third and final reading thereof.

Read a first and second time this 19th day of February, 2019.

Read a third and final time 19th day of February, 2019.

_____ _____

George Finch, Mayor Rebekah Msuya-Collison, Clerk

CORPORATION OF THE
MUNICIPALITY OF SOUTH HURON

BY-LAW #18 - 2019

A BY-LAW OF THE MUNICIPAL CORPORATION OF THE MUNICIPALITY OF SOUTH HURON TO AMEND THE SOUTH HURON OFFICIAL PLAN.

Whereas the Municipal Council of the Corporation of the Municipality of South Huron considers it advisable to amend the Municipality of South Huron Official Plan, as amended, of the Corporation of the Municipality of South Huron.

Now therefore, the Council of the Municipality of South Huron, in accordance with the provisions of the Planning Act, RSO 1990, hereby enacts as follows:

1. Amendment No. 16 to the Official Plan of the Municipality of South Huron, consisting of the attached maps, is hereby adopted.

2. The Clerk is hereby authorized and directed to give Notice of Adoption of Official Plan Amendment No. 16 and to make application to the Council of the Corporation of the County of Huron for the approval of Amendment No. 16 to the Official Plan of the Municipality of South Huron.

3. This By-law shall come into force and take effect on the day of final passing thereof.

Read a first time and second time February 19, 2019.

Read a third time and passed February 19, 2019.

_____ _____

George Finch, Mayor Rebekah Msuya-Collison, Clerk

AMENDMENT NO. 16

TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON

AMENDMENT NO. 16

TO THE OFFICIAL PLAN

FOR THE

MUNICIPALITY OF SOUTH HURON

Affecting the lands described as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward as illustrated on the attached schedules in the Municipality of South Huron.

Statement of Components

PART "A" is the preamble to Amendment No. 16 to the Official Plan for the Municipality of South Huron and does not constitute part of this amendment. It provides general introductory information on the purpose, location and basis of the amendment.

PART "B" consisting of the text and maps, including Schedules "A" (location) and "B" (maps), constitutes Amendment No. 16 to the Official Plan for the Municipality of South Huron.

PART "C" is the appendix and does not constitute part of this statement. The appendices contain the background data, planning considerations and public participation associated with this amendment. Although the attached appendices do not constitute part of the formal amendment, they do provide explanatory material. In cases where a more detailed interpretation of the amendment is required, such an interpretation will be obtained from the appendices.

PART "A"
THE PREAMBLE

AMENDMENT NO. 16
TO THE OFFICIAL PLAN
FOR THE
MUNICIPALITY OF SOUTH HURON

1. PURPOSE

The purpose of Official Plan Amendment No. 16 is to amend Schedule C of the Municipality of South Huron Official Plan to re-designate the lands from Community Facility to Residential.

2. LOCATION

The lands affected by this Amendment are legally known as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron.

The subject lands include comprise an area of 7,223 square metres in size with frontage on Huron Street and Pryde Boulevard.

3. BASIS

The subject lands currently have a vacant church and grassed land. The lands are currently designated Community Facility and zoned for CF for Community Facility Use.

The purpose of this Official Plan Amendment is to amend Schedule C of the Municipality of South Huron Official Plan to re-designate the lands as Residential, to permit future residential uses at this site.

An application to rezone the subject lands from Community Facility (CF) to Residential - Low Density (R1) and Residential – High Density (R3) is also being considered.

PART "B"

AMENDMENT NO. 16
TO THE OFFICIAL PLAN FOR THE MUNICIPALITY OF SOUTH HURON

1. INTRODUCTION

All of this part of the document entitled Part "B", consisting of the following text, and attached maps, constitutes Amendment No. 16 to the Official Plan for the Municipality of South Huron.

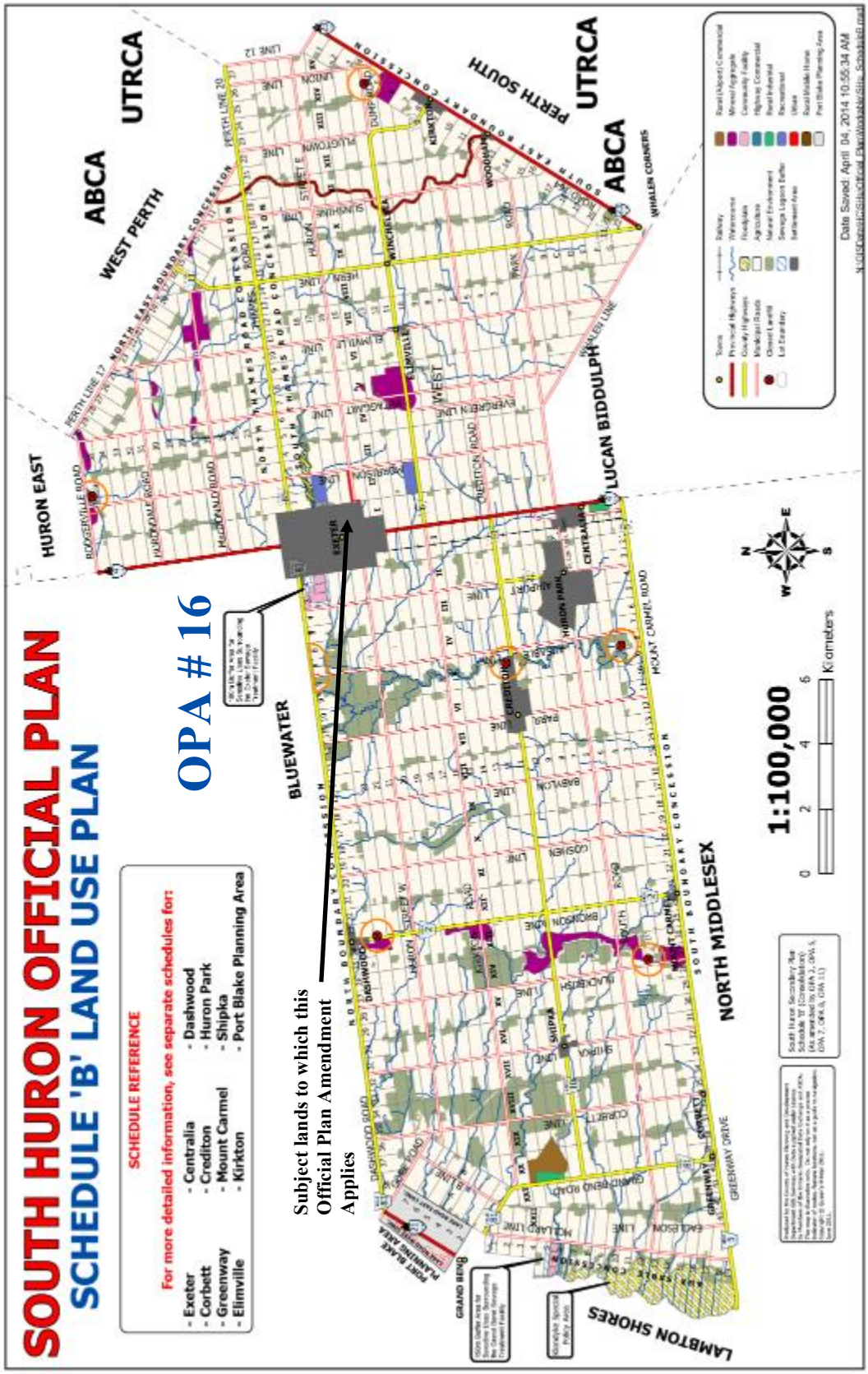
2. DETAILS OF THE AMENDMENT

The Official Plan for the Municipality of South Huron is hereby amended as follows:

Schedule C of the Official Plan, as amended, is hereby further amended with respect to lands known as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron, County of Huron. These lands shall be designated as Residential as shown on Schedule “B”, attached hereto and forming part of this Amendment.

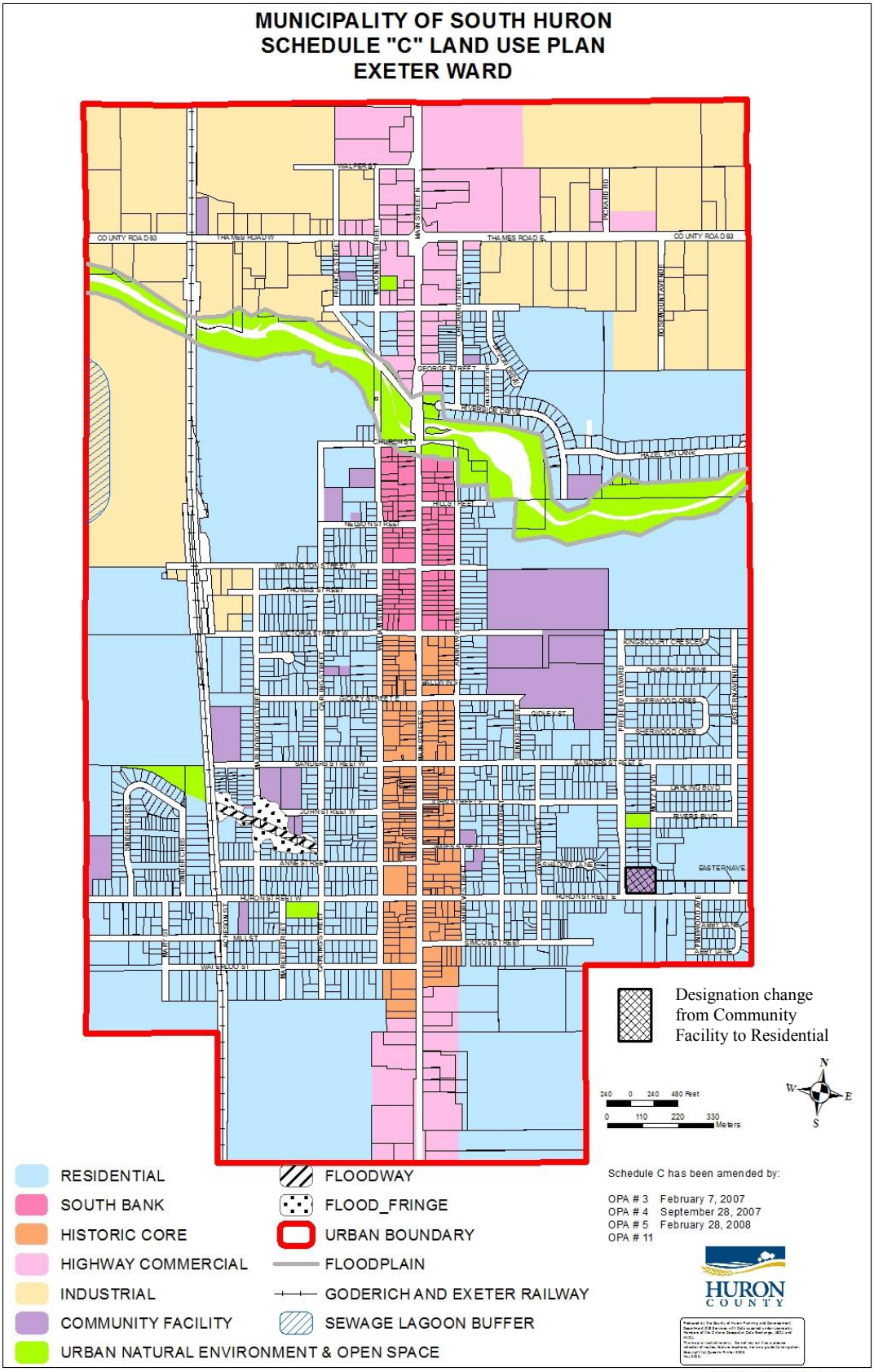
SCHEDULE "A"

- Mapping to Implement Official Plan Amendment No. 16 -



SCHEDULE "B"

- Mapping to Implement Official Plan Amendment No. 16 -



PART "C"
APPENDICES

The appendices do not form part of Amendment No. 16, but are for information purposes only.

1. Background

The proposed Official Plan Amendment and concurrent Zoning By-law Amendment would change the land use designation and zoning of the lands known legally as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron; as illustrated in the attached schedule.

The application proposes to amend the land use designation of the subject lands from Community Facility to Residential; and to amend the zoning from Community Facility (CF) Zone to Residential – Low Density (R1) Zone and Residential – High Density (R3) Zone. The purpose of the proposed Official Plan and Zoning By-law amendment is to permit future residential development of this parcel.

This by-law amends the Municipality of South Huron Official Plan. A Key Map showing the location of the lands is attached as Schedule B.

The Zoning By-law Amendment will not come into force until the Official Plan Amendment (OPA 16) is approved by the County of Huron, in accordance with Section 43(21) of the Planning Act.

The Corporation Of The Municipality Of South Huron

By-Law #19- 2019

To amend By-Law #69-2018, being the Zoning By-Law for the Municipality of South Huron for lands known as Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron.

Whereas the Council of The Corporation of the Municipality of South Huron considers it advisable to amend Zoning By-Law #69-2018 for the Municipality of South Huron, Corporation of the Municipality of South Huron;

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

1. That this By-Law shall apply to Plan 376 PT Lot 1244 AS RP 22R315 Part 2, Exeter Ward, Municipality of South Huron.

2. That By-law 69-2018 is hereby amended by changing the zone symbol from Community Facility (CF) to Residential – Low Density (R1) and Residential – High Density (R3) on the lands designated 'zone change' on Key Maps, identified as Schedule B, attached hereto and forming an integral part of this by-law.
All other provisions of Zoning By-law 69-2018 shall apply.

3. That the purpose and effect of this amendment, identified as Schedule "A", attached hereto, forms an integral part of this by-law.

4. That the Municipality of South Huron Zoning By-law Location Map, identified as Zone Map 5F, attached hereto, forms an integral part of this by-law.

5. That this By-Law shall come into effect upon final passing, pursuant to Section 34(21) of the *Planning Act, 1990*.

Read a first and second time this 19 day of February, 2019.

_____ _____
George Finch, Mayor Rebekah Msuya-Collison, Clerk

Read a third time and finally passed this day of , 2019.

_____ _____
George Finch, Mayor Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law #19-2019

Corporation Of The Municipality Of South Huron

By-Law #18-2019 has the following purpose and effect:

This By-law affects the property known legally as Plan 376 Pt Lot 1244 as RP 22R315 Part 2, Town of Exeter, Municipality of South Huron. The subject lands are currently zoned Community Facility (CF) which permits Community and Civic uses.

The applicant proposes to redevelop a vacant institutional church building and property for future residential uses. The proposal includes the creation of three (3) low density residential building lots and conversion of an existing church building for a future apartment use (seven (7) proposed dwelling units). An Official Plan Amendment, Zoning By-law Amendment, and two (2) consent applications have been submitted to facilitate the proposed development.

The subject lands are currently designated Community Facility in the South Huron Official Plan. The Official Plan amendment proposes to re-designate the subject lands from Community Facility to Residential to permit future residential uses at this site.

The concurrent Zoning By-law amendment proposes a zone change from the existing Community Facility (CF) Zone to a Residential Low Density (R1) Zone and Residential High Density (R3) Zone.

The subject lands are approximately 7,223 square metres in size. Through the concurrent consent application(s) it is proposed that three (3) future residential low density lots are created with frontage on Pryde Boulevard (lands proposed to be rezoned Low Density Residential (R1) Zone). The consent also proposes a retained parcel of land including the existing church which the applicant proposes to redevelop into an apartment building with seven (7) units (lands proposed to be rezoned High Density Residential (R3) Zone).

This By-law amends Zoning By-law #69-2018 of the Municipality of South Huron. Maps showing the general location of the lands to which this proposed zoning by-law amendment applies are shown on the following pages.

Schedule "B" to By-Law #19- 2019
Corporation Of The Municipality Of South Huron

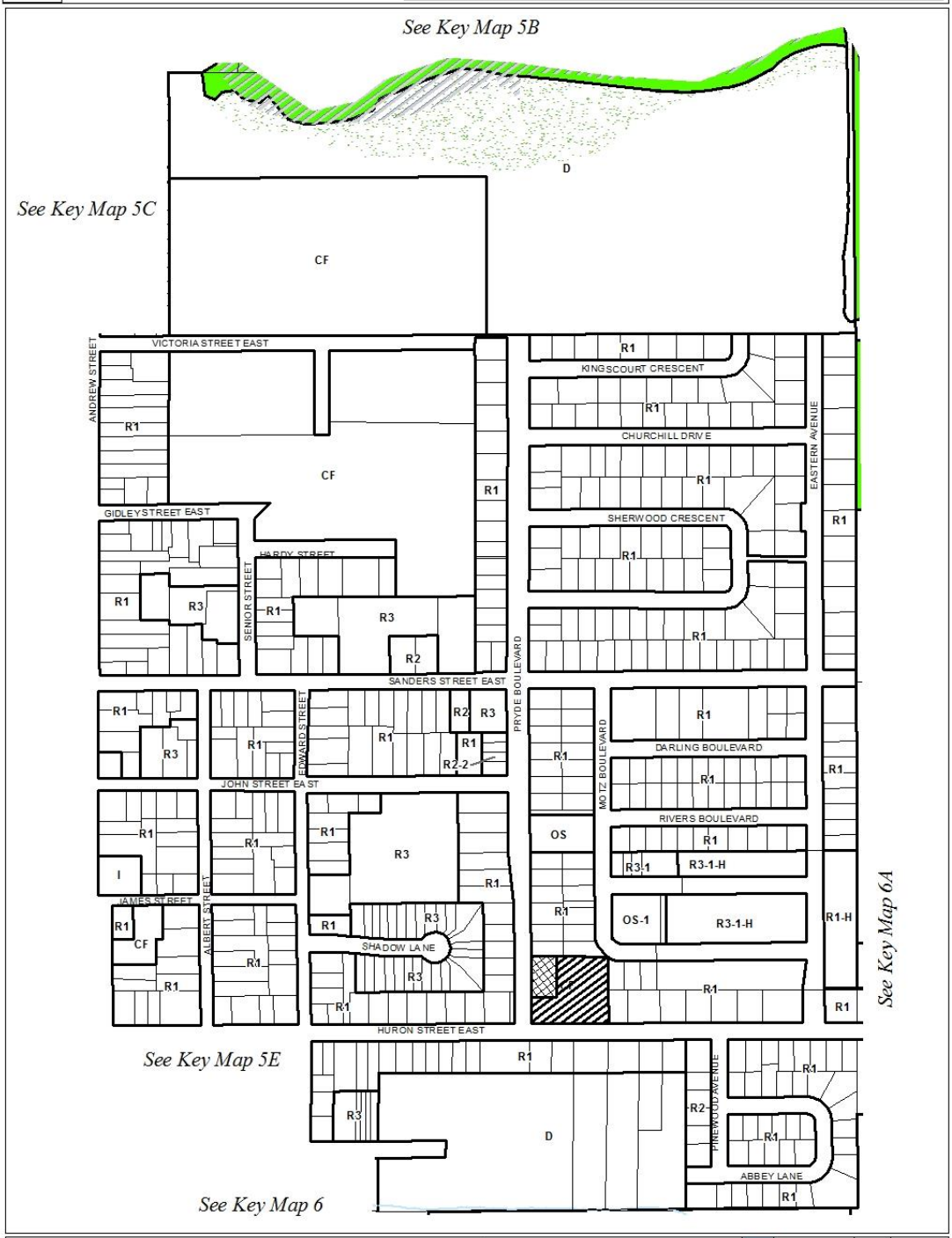
Zone Map 5F

Municipality of South Huron
Zoning By-Law
Exeter

Amendments — Revision Date: January 28, 2019

- Zone change from CF (Community Facility) to R1 (Low Density Residential)
- Zone change from CF (Community Facility) to R3 (High Density Residential)

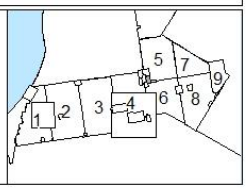
Zone Map 5F



Property Boundary
Watercourses
Floodplain
AG1 (Unless otherwise noted)
NE2
Conservation Authority Regulated Lands

N W E S

0 65 130 260
Meters
1 cm = 42 meters



The Corporation of the Municipality of South Huron

By-Law # 20-2019

Being a by-law to adopt a Pregnancy and Parental Leave for Members of Council Policy

Whereas section 259(1.1) of the Municipal Act, 2001, as amended, provides that a Member of Council of a Municipality may be absent from Council for 20 consecutive weeks or less if the absence is a result of the Member's pregnancy, the birth of the Member's child or the adoption of a child by the Member;

And Whereas section 270 of the Municipal Act, 2001, as amended, provides that a municipality shall adopt and maintain policies with respect to pregnancy leaves and parental leaves of Members of Council;

Now therefore the Council of the Corporation of the Municipality of South Huron enacts as follows:

1. That the Pregnancy and Parental Leave for Members of Council Policy of the Municipality of South Huron hereto attached as Schedule "A" is hereby adopted.

2. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 19th day of February, 2019.

Read a third time and passed this 19th day of February, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law 20-2019

Policy Name:	**Pregnancy and Parental Leave for Members of Council**
Policy Number:	**H00-Human Resources-01-2019**
Section:	**Human Resources**
Effective Date:	**01/03/2019**
By-law or Resolution:	**20-2019**
Supersedes:	**None**
Last Revision:	**N/A**
Schedule for Review:	**01/03/2022**

Policy Statement:

The Municipality of South Huron recognizes a Member of Council's right to take leave for the Members' pregnancy, the birth of the Member's child or the adoption of a child by the Member in accordance with the Municipal Act, 2001.

Purpose:

This policy provides guidance on how the Municipality of South Huron addresses a Member's pregnancy or parental leave in a manner that respects a Member's statutory role as an elected representative.

Application:

In accordance with Section 270 of the Municipal Act, 2001, this policy applies to Members of Council.

Definitions:

Pregnancy and/or Parental Leave: an absence of 20 consecutive weeks or less as a result of a Member's pregnancy, the birth of a Member's child or the adoption of a child by the Member in accordance with Section 259 (1.1) of the Municipal Act, 2001.

Procedures:

Council supports a Member of Council's right to pregnancy and/or parental leave in keeping with the following principles:

1. A Member of Council is elected to represent the interests of their constituents.
2. A Member's pregnancy and/or parental leave does not require Council approval and their office cannot be declared vacant as a result of the Pregnancy and/or Parental Leave.
3. The Member is entitled to continue to receive communication from the Municipality (Council packages, email, meeting invitations), as if the Member were not on Leave, in accordance with the wishes of the Member.
4. A Member of Council on Pregnancy and/or Parental Leave reserves the right to participate as a Member at any time during their leave.

Where a Member of Council will be absent due to a Pregnancy and/or Parental Leave the Member shall provide written notice to the Clerk outlining the expected duration of leave including a potential start date and return date.

It is understood that under emergent circumstances, a Member may not be able to submit the appropriate notice before the Leave commences. Each Member shall nonetheless endeavour to provide the appropriate notice in advance of any Leave or as soon as possible after commencing the Pregnancy and/or Parental Leave.

Council shall make temporary appointments to fill any vacancies of the Member to Committees, Boards, Task Force, Project Teams or other meetings or activities of the Member.

Notwithstanding, at any point in time during a Member's Pregnancy and/or Parental Leave, the Member can provide written notice to the Clerk of their intent to lift any of the Council approved, temporary appointments. The Member shall inform the Clerk, with proper notice, on any changes regarding their return date.

Review Cycle:

This policy will be reviewed in each term of Council or as required due to legislative changes.

George Finch Mayor	Dan Best, Chief Administrative Officer

The Corporation of the Municipality of South Huron

By-Law # 21-2019

Being a by-law to adopt a Staff Council Relationship Policy

The *Municipal Act*, 2001, SO 2001, as amended (the "Act"), provides under section 8(1) the powers of the Municipality shall be interpreted broadly so as to confer broad authority on the municipality to enable the municipality to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

Whereas Section 270 (1)(2.1) of the Municipal Act, 2001, as amended, provides that a municipality shall adopt and maintain policies with respect to the relationship between members of council and the officers and employees of the municipality;

Now therefore the Council of the Corporation of the Municipality of South Huron enacts as follows:

1. That the Staff Council Relationship Policy of the Municipality of South Huron hereto attached as Schedule "A" is hereby adopted; and

2. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 19th day of February, 2019.

Read a third time and passed this 19th day of February, 2019.

George Finch, Mayor

Rebekah Msuya-Collison, Clerk

Schedule "A" to By-Law 21-2019

Municipality of South Huron Policy

Policy Name:	**Staff Council Relationship Policy**
Policy Number:	**C13-Council, Boards and By-Laws 01-2019**
Section:	**Accountability, Transparency, Governance**
Effective Date:	**19/02/2019**
By-law or Resolution:	**By-Law: -20**
Supersedes:	**n/a**
Last Revision:	**n/a**
Schedule for Review:	**03/01/2023**

Policy Statement

The Municipality of South Huron will promote a respectful, tolerant and harassment-free relationship and workplace between Members of Council and the officers and employees of the corporation, guided by the Code of Conduct for Members of Council, the Violence and Harassment in the Workplace Policy and the Procedure By-law.

Purpose:

The purpose of this Policy is to set out a general standard to ensure that Council and Staff share a common understanding of their respective roles and responsibilities as well as a common basis of their relationship, and to set out acceptable standards to govern their relationship and to which all Members and Staff are expected to adhere to and comply with.

Application:

In accordance with paragraph 2.1 of subsection 270(1) of the Municipal Act, 2001, this policy applies to all Members of Council and officers and employees of the corporation.

Key Principles:

This Policy is intended to set a high standard for relations between Council and Staff in order to provide good governance and instill a high level of public confidence in the administration of the Municipality by its Members as duly elected public representatives and its Staff as public administrators.

The following key statements of principle are intended to guide Council and Staff and to assist with the interpretation of the Policy:

- Council and Staff shall recognize that positive internal relations are central to the collective ability of Members and Staff to provide good governance and instill a high level of public confidence in the administration of the Municipality;

- Members and Staff shall relate to one another in a respectful, professional and courteous manner;

- Members and Staff shall understand and respect each other's respective roles and responsibilities; and

- Members and Staff shall work together in furtherance of the common goal of serving the public good.

The above statements are key principles that are intended to facilitate an understanding, application and interpretation of the Policy – these principles are not operative provisions of the Policy.

Definitions:

The following terms shall have the following meanings in this Policy:

"CAO" means the Chief Administrative Officer of the Municipality;

"Clerk" means the Clerk of the Municipality;

"Council" means the Council for the Municipality;

"Member" means a Member of Council;

"Municipality" means The Corporation of the Municipality of South Huron

"Policy" means this Council and Staff Relationship Policy;

"Mayor" means the head of Council;

"Staff" means the Chief Administrative Officer, and all officers, directors, managers, supervisors and all non-union and union employees, whether full-time, part-time, contract, seasonal or volunteer employees, as well as agents and consultants acting in furtherance of the Municipality's business and interests.

Policy Requirements:

The relationship between Members of Council and the officers and employees of the corporation is guided by the following:

In all respects, Members and Staff shall:

- relate to one another in a courteous, respectful and professional manner;

- maintain formal working relationships in order to promote equality and discourage favoritism, which includes but is not limited to using proper

titles and avoiding first names during public meetings or formal business dealings;

- understand their respective roles and responsibilities, and appreciate and respect the roles and responsibilities of the other;
- work together to produce the best results and outcomes for the Municipality and always for the collective public interest of the Municipality; and
- act in a manner that enhances public confidence in local government.

Responsibilities

Members of Council and officers and employees of the corporation are required to adhere to this policy and its governing provisions, including the Code of Conduct for Members of Council, the Violence and Harassment in the Workplace Policy and the Procedure By-law.

Roles and Responsibilities of Members

Members acknowledge and agree that:

- Council as a whole is the governing body of the Municipality and that it comprises a collective decision-making body;
- they are representatives of the entire Municipality;
- Staff serve the whole of Council rather than any individual Member;
- they govern, provide political direction and make decisions as Council;
- they will respect the administrative and managerial chain of command by:
  - directing any questions or concerns in relation to the administration or management of the Municipality to the Mayor or the CAO for their consideration;
  - giving direction to Staff only as Council and through the CAO, and refraining from becoming involved in the management of Staff;
- they shall use Staff time effectively, which includes but is not limited to only referring essential matters to Staff for reports;
- they ensure any requests for information to Staff that were not received at a meeting of Council are made in writing and circulated in writing to all Members;

- they understand that Staff will undertake significant projects only if they have been directed to do so by Council through the CAO;

- whenever possible, they shall notify Staff if an action or position if Staff is to be questioned or criticized at a public meeting to ensure Staff has sufficient time to formulate an intelligent, informed and helpful response for the consideration of Council and that any such questioning or criticism shall be undertaken with courtesy, respect and professionalism, and in no event shall there be any attempt to humiliate, berate, disparage or denigrate Staff and that they shall refrain from publicly criticizing members of Staff in relation to their intelligence, integrity, competence or otherwise;

- they shall request advice from the Clerk about the appropriate wording of motions, amendments, and formal directions of Staff;

- they shall request information regarding meeting agendas or minutes from the CAO;

- as individual Members, they have no greater access to records or information held by the Municipality than any member of the public and that they cannot access records or information otherwise protected from disclosure by the Municipal Freedom of Information and Protection of Privacy Act or in accordance with the process set out in that statute;

- they shall recognize Staff are not expected to provide information or take action outside of regular administrative business hours, except in extenuating circumstances;

- certain members of Staff are statutory officers and have specific statutory authorities, duties, powers and responsibilities that cannot be interfered with or derogated from;

- they shall at all times comply with the Municipality's Code of Conduct for Members of Council; and

- they shall at all times comply with any policies relating to Council that the Council may implement from time to time.

Roles and Responsibilities of Staff

Staff acknowledge and agree that:

- Council is the collective decision-making and governing body of the Municipality and is ultimately responsible to the electorate for the good governance of the Municipality;

- they shall implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions and any duties specifically assigned to them by Council;

- they shall assist Council in their decision-making process with respect to its decision, policies and programs by providing Council with information based on professional expertise, research and good judgment in a professional and timely manner;

- they shall serve the whole of Council rather than any individual Member;

- all Members are equal and shall be treated as such and always with courtesy, respect and professionalism;

- they shall respond to inquiries from Council and provide appropriate and timely follow-up to such inquiries as necessary;

- they shall ensure any responses to requests for information by a Member that were not received at a meeting of Council are circulated to all Members;

- they shall refrain from becoming involved in the policy and decision-making process of Council, outside of ensuring that Council is provided with the information necessary in order to make their decisions and that Council is aware of any issues that may impact such decisions;

- they shall diligently and impartially implement Council's decisions;

- they shall notify management or the CAO, as appropriate, of any issues that may impact the Municipality and of ongoing activities in each department;

- they shall not speak publicly on any matter respecting any Council decisions or policies without authorization to do so, and without limiting the generality of the foregoing, shall not publicly criticize any decision or policy of Council;

- they shall refrain from publicly criticizing decisions of Council or Members in relation to their intelligence, integrity, competence or otherwise; and

- they shall at all times comply with any policies relating to Staff that the Council may implement from time to time.

Monitoring/Contraventions

In the interest of strengthening staff and Council relationships both staff and Council are encouraged to consider informal discussions and/or mediation prior to the submittal of a formal complaint. The following policies will be referenced for all complaints:

1. South Huron Complaint Policy
2. Code of Conduct for Council Members and Local Boards
3. Workplace Violence and Harassment Policy

The Clerk shall be responsible for receiving complaints and/or concerns related to this policy. Upon receipt of a complaint and/or concern, the Clerk shall notify:

- In the case of officers and employees of the corporation, the CAO, Director or Manager responsible for the employee and Human Resources; or

- In the case of Council, the Integrity Commissioner.

Where there is a discrepancy between the Council-Staff Relations Policy and the Code of Conduct for Members of Council, the language of the Code prevails.

Review Cycle

This policy will be reviewed once per term of Council or as required due to legislative change.

References

Complaint Policy
Code of Conduct for Members of Council
Workplace Violence and Harassment Policy
Procedure By-law

Legislative and Administrative Authorities

Section 270 of the Municipal Act, 2001, as revised by Bill 68 requires Council to adopt and maintain a policy with respect to the relationship between Members of Council and the officers and employees of the corporation. The Council-Staff Relations Policy identifies the legislation, policies, procedures and practices that the municipality complies with in order to promote a respectful relationship between Members of Council and the officers and employees of the Municipality of South Huron.

Schedule "A" to By-Law 21-2019

Enquiries
Clerk, Municipality of South Huron
322 Main St. S. Exeter ON
clerk@southhuron.ca
Telephone: (519) 235-0310

_____	_____
George Finch Mayor	Dan Best, Chief Administrative Officer

The Corporation of the Municipality of South Huron

By-Law #22-2019

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 and Public Meeting of February 19, 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 19th day of February, 2019

Read a third time and passed this 19th day of February, 2019

George Finch, Mayor	Rebekah Msuya-Collison, Clerk