



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

Monday, June 19, 2017, 6:00 p.m.
Council Chambers - Olde Town Hall

Accessibility of Documents:

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

Pages

1. Meeting Called To Order

Welcome & O Canada

2. Public Meeting

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

None

6. Minutes

6.1 Minutes of the Regular Council Meeting of June 5, 2017

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6.2 Minutes of the Public Meeting of June 5, 2017

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Recommendation:

That South Huron Council adopts the minutes of the Regular Council Meeting and the Public Meeting of June 5, 2017, as printed and circulated.

7. Councillor Board and Committee Reports

7.1 BIA Minutes - May 8, 2017

14

7.2	Canada 150 Committee of Council - Draft Terms of Reference	22
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Recommendation:

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

- **BIA Minutes, May 8, 2017**
- **Canada 150 Committee - Draft Terms of Reference.**

8. Staff Reports

8.1 Financial Services

8.1.1	2017 Capital Projects Status Report	24
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Recommendation:

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2017 Capital Projects Status Report completed as of May 31, 2017.

8.2 Environmental Services

8.2.1	Update on Goshen Wind Agreement	33
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Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Update on Goshen Wind Agreements; and

That South Huron Council authorize that the \$19,108.30 received from Goshen Wind as compensation for damage to the rural gravel roads be recognized in the 2017 Transportation Services Operating budget.

Recommendation:

That South Huron Council authorize the establishment of a Tree Replacement Reserve in the amount of \$10,000 from funds received from Goshen Wind as compensation for tree removal, subject to a future tree policy.

8.2.2 Status of OCIF Grant and options for Exeter Sewage Lagoons upgrades

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Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Status of OCIF grant and options for Exeter Sewage Lagoons upgrades; and

That South Huron Council defer the Exeter Sewage Lagoons sand filters upgrades and proceed with engineering evaluation work for future upgrades to sewage lagoons sand filters and disinfection system; and

That South Huron Council authorize the Exeter Sewage Lagoons aeration system upgrades proceed to tender; and

That South Huron Council reallocate \$391,250 from the Sewers Capital Replacement Reserve to fund the Exeter Sewage Lagoons aeration system upgrades.

8.2.3 Exeter Water Tower Control Chamber

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Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Exeter Water Tower Control Chamber.

8.2.4 2017 Request for Proposals for Engineering Services

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Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Request for Proposals for Engineering Services; and

That South Huron Council accepts the proposal received from BM Ross and Associates and authorizes the award of a contract to BM Ross and Associates for professional services associated with the following projects:

a) Dashwood Rd Watermain (Shipka Line - Bronson Line) in the amount of \$20,600.00 plus HST

b) Shipka Line Watermain (South Road to Kirkton Road) in the amount of \$15,500.00 plus HST

c) Watermain in Easement (Huron & McTaggart Line) in the amount of \$10,800.00 plus HST

d) Rehabilitation of McTaggart Line (Bridge #3038) in the amount of \$26,850.00 plus HST.

Recommendation:

That South Huron Council accepts the proposal received from GMBLuePlan Engineering Limited and authorizes the award of a contract to GMBLuePlan Engineering Limited for professional services associated with the following projects:

a) Huron Street Reconstruction (Edward to Town Limit) in the amount of \$41,490.00 plus HST

b) Engineering review of Exeter Sewage Lagoon Sand Filters in the amount of \$36,625.00 plus HST.

8.3 Community Services

8.3.1 Port Blake Day Park Project Update 55

Recommendation:

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Port Blake Beach and Day Park Project Update; and

That Staff proceed with Phase 1 of the project in accordance with the Municipality of South Huron Procurement policy; and

That after coordinating with key partners a final design be brought back to Council for consideration; and

That Council authorize Councillor Vaughan to be available to Administration to act as a resource for the project.

8.3.2 Self-propelled Lawn Mower Tender Results 60

Recommendation:

That South Huron Council receives the report from Jo-Anne Fields, Community Services manager re: Self-propelled Mower Tender Results - SH-17-RS-01; and

That Council accepts the tender for a Self-propelled Mower, as submitted by Delta Power Equipment, Mitchell, in the amount of \$30,254.52 including HST.

8.4 Corporate Services

8.4.1 Bill 68 - Modernizing Ontario's Municipal Legislation Act, 2017 63

Recommendation:

That South Huron Council receives the report from G. Scharback, Corporate Services Manager/Clerk re: Bill 68 - Modernizing Ontario's Municipal Legislation Act, 2017.

8.5 Administration

8.5.1 Meeting Dates - July 3 Council, Committee of the Whole Meetings

Recommendation:

That South Huron Council hereby cancels the regular council meeting of July 3, 2017; and that the Regular Council meeting be scheduled on July 4, 2017 at 6:00 p.m.

Recommendation:

That a Committee of the Whole Meeting be held for the purpose of finalizing the capital cost recovery for the Grand Bend Sewage Treatment Plant and Pumping Station 2 on July 11, 2017 at 6:00 pm.

Recommendation:

That a Committee of the Whole Meeting for the purpose of Escribe software training be scheduled on July 17, 2017 at 4:00 p.m.

Recommendation:

That a Committee of the Whole Meeting be scheduled for the purpose of review and discussion related to the recreation centre and swimming pool projects on August 9, 2017 at 6:00 p.m.

Recommendation:

That a Committee of the Whole meeting be scheduled for the purpose of Committee of Adjustment training, including the review of legislation and best practices for the South Huron Committee of Adjustment on July 4, 2017 at 4:00 p.m.

9. Deferred Business

9.1 Lisa Thompson MPP - Remarkable Assembly of Huron County Women event

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10. Notices of Motion

11. Mayor & Councillor Comments and Announcements

Recommendation:

That Council authorize the following delegations for AMO;

- **Ministry of Infrastructure;**
- **Ministry of the Environment and Climate Change;**
- **Ministry of Tourism, Culture and Sport;**
- **Ministry of Agriculture, Food and Rural Affairs.**

12. Communications

12.1	Ministry of Citizenship and Immigration - Ontario Medal for Good Citizenship	69
12.2	Ministry of Municipal Affairs - Bill 68 Royal Assent	70
12.3	The College of Physicians and Surgeons of Ontario - Nominate an Outstanding Ontario Physician	71
12.4	South West LHIN - Board of Directors Recruitment	73
12.5	AMO Communications - AMO Board Matters for Immediate Focus	76
12.6	Municipality of Brockton - Support Resolution to oppose Amendment to the Conservation Authorities Act	77

Recommendation:

That the Municipality of South Huron present to the next Council meeting a motion to support the resolution of the Municipality of Brockton opposing amendments to the Conservation Authorities Act.

Recommendation:

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

13. Closed Session

14. Report From Closed Session

15. By-Laws

- 15.1 By-Law No. 36-2017 - Appoint a Community Emergency Management Coordinator 78

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #36-2017, being a by-law to appoint a Community Emergency Management Coordinator.

- 15.2 By-law No. 37-2017 - Appoint Members to the Corporation of the Municipality of South Huron Emergency Management Program Committee 79

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #37-2017, being a by-law to appoint members to the Corporation of the Municipality of South Huron Emergency Management Committee Program Committee.

- 15.3 By-Law No. 38-2017 - Agreement-Simply Voting - 2018 Election Services 80

Recommendation:

That the South Huron Council gives first and second reading to By-Law #38-2017, being a by-law to authorize entering into an Agreement with Simply Voting Inc. for the provision of an Internet and Telephone Voting System for the 2018 Municipal Election

16. Confirming By-Law

- 16.1 By-Law No. 39-2017 – Confirming By-Law 89

Recommendation:

That the South Huron Council gives first, second and third and final reading to By-Law #39-2017, being a by-law to confirm matters addressed at the June 19, 2017 Regular Council meeting.

17. Adjournment

Recommendation:

That South Huron Council hereby adjourns at 8:38 p.m., to meet again on July 4, 2017 at 6:00 p.m. or at the Call of the Chair.



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

Monday, June 5, 2017, 6:00 p.m.
Council Chambers - Olde Town Hall

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

Member Regrets: Maureen Cole - Mayor
 Craig Hebert - Councillor - Ward 2

Staff Present: Dan Best, CAO
 Andrew Baird, Emergency Services Manager/Fire Chief
 Sandy Becker, Financial Services Manager/Treasurer
 Jo-Anne Fields, Community Services Manager
 Dwayne McNab, Development Services Manager/CBO
 Jason Parr, Transportation Services Manager
 Sarah Smith, Huron County Planner
 Rebekah Msuya-Collison, Deputy Clerk

1. Meeting Called To Order

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

2. Public Meeting

Motion: #206-2017

Moved: W. DeLuca

Seconded: M. Vaughan

That South Huron Council adjourn at 6:04 p.m. for the purpose of a Public Meeting pursuant to Section 34 of the Planning Act for proposed zoning amendment D14-05/17 for Timothy DeWeerd.

Disposition: Carried

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

Agenda amended to include Management Letter dated May 24, 2017 from Vodden, Bender & Seebach LLP added to 2016 Audited Financial Statements in delegation 5.1.

Motion: #209-2017

Moved: T. Oke

Seconded: W. DeLuca

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 Paul Seebach of Vodden, Bender & Seebach LLP - 2016 Audited Financial Statements

Mr. Paul Seebach presented the audited 2016 Financial Statements for the Municipality of South Huron, Kirkton-Woodham Community Centre Board, Kirkton-Woodham Swimming Pool and Exeter Business Improvement Area. Mr. Seebach discussed the management letter and advised that there were no significant difficulties that should be brought to the attention of Council.

Motion: #210-2017

Moved: T. Oke

Seconded: M. Vaughan

That South Huron Council receives the delegation from Paul Seebach, Vodden, Bender and Seebach LLP.

Disposition: Carried

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6. Minutes

- 6.1 Minutes of the Regular Council Meeting of May 15, 2017
- 6.2 Minutes of the Public Meeting of May 15, 2017
- 6.3 Minutes of Committee of Adjustment Meeting of May 15, 2017.

Motion: #211-2017**Moved: T. Tomes****Seconded: M. Vaughan**

That South Huron Council adopts the minutes of the Regular Council Meeting, the Public Meeting and the Committee of Adjustment Meeting of May 15, 2017, as printed and circulated.

Disposition: Carried

7. Councillor Board and Committee Reports

- 7.1 Communities in Bloom – Minutes May 3, 2017 - Draft
- 7.2 Economic Development Advisory Committee - Minutes May 25, 2017 - Draft

Motion: #212-2017**Moved: W. DeLuca****Seconded: M. Vaughan**

That South Huron Council accepts the recommendation from the Economic Development Advisory Committee to explore the possibility of a partnership on promotional videos with the Exeter BIA and the South Huron Chamber of Commerce.

Disposition: Carried

Motion: #213-2017**Moved: W. DeLuca****Seconded: M. Vaughan**

That the partnership with the BIA be an amount of \$3,000 and the funds be drawn from the Economic Development budget.

Disposition: Carried

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- 7.3 Exeter Rodeo Committee - Minutes May 29, 2017 - Draft
- 7.4 South Huron Police Services Board - Minutes May 9, 2017 - Draft
- 7.5 Upper Thames Conservation Authority - Minutes April 25, 2017 - Draft
- 7.6 Municipal Heritage Advisory Committee - Minutes May 9, 2017 - Draft

Motion: #214-2017

Moved: T. Tomes

Seconded: T. Oke

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

- **Communities in Bloom Minutes May 3, 2017 - Draft**
- **Economic Development Advisory Committee Minutes May 25, 2017 - Draft**
- **Exeter Rodeo Committee Minutes May 29, 2017 - Draft**
- **South Huron Police Services Board Minutes May 9, 2017 - Draft**
- **Municipal Heritage Advisory Committee Minutes May 9, 2017 - Draft**
- **Upper Thames Conservation Authority - Minutes April 25, 2017 - Draft**

Disposition: Carried

8. Staff Reports

8.1 Financial Services

8.1.1 2016 Audited Financial Statements

S. Becker, Financial Services Manager/Treasurer presented report FIN.17.13 re: 2016 Audited Financial Statements

Motion: #215-2017

Moved: W. DeLuca

Seconded: T. Oke

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2016 Audited Financial Statements; and

That South Huron Council approves the Audited Financial Statements as presented by Paul Seebach, Vodden, Bender & Seebach LLP.

Disposition: Carried

8.2 Transportation Services

8.2.1 Invoice Over \$10,000 - Catch Basin Annual Cleaning

J. Parr, Transportation Services Manager presented report TSD.17.06 Invoice over \$10,000 - Catch Basin Annual Cleaning for information only.

Motion: #216-2017

Moved: T. Tomes

Seconded: T. Oke

That South Huron Council receives the report from Jason Parr, Transportation Manager re: Invoice Over \$10,000 - Catch Basin Annual Cleaning.

Disposition: Carried

8.3 Community Services

8.3.1 KWCC Steel Roof Tender Results - SH-17-RS-01

J. Fields, Community Services manager presented report CSD.17.08 re KWCC Steel Roof Tender results.

Motion: #217-2017

Moved: T. Oke

Seconded: W. DeLuca

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: KWCC Steel Roof Tender Results; and

That Council accepts the Request for Tender to supply and install a steel roof on the KWCC, as submitted by low bidder True Trough in the amount of \$23,165.00, including HST.

.Disposition: Carried

8.4 Corporate Services

8.4.1 Request for Drainage Works

G. Scharback, Corporate Services/Clerk Report 10-2017 re:
Request for Drainage Works - Jeffrey

Motion: #218-2017

Moved: M. Vaughan

Seconded: T. Tomes

That South Huron Council receives the report from G. Scharback, Corporate Services Manager/Clerk re: Request for Drainage Works under Section 4 of the Drainage Act; and

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

Disposition: Carried

9. Deferred Business

None

10. Notices of Motion

10.1 Notice of Motion - Canada 150 Committee

Motion: #219-2017

Moved: W. DeLuca

Seconded: T. Oke

That South Huron Council hereby directs that Councillors DeLuca and Tomes be authorized to be the Canada 150 Committee on behalf of Council and that Terms of Reference be presented at the next Council meeting for consideration.

Disposition: Carried

10.2 Notice of Motion - Hydro Reduction for Seasonal Residents

Council requested more information on the requirements for reduction in hydro rates and who can qualify for the exemption.

Council deferred consideration of this matter until Administration can provide further information and clarification.

11. Mayor & Councillor Comments and Announcements

Councillor Oke attended the South Huron Hospital Foundation Gala and advised that this is the last year that the gala proceeds will be donated to Jessica's House Hospice.

Councillor Tomes requested status reports on ongoing projects to be included in the agenda for the next Committee of the Whole meeting. He noted that the Open House at the Grand Bend Sewage Treatment Plant is scheduled for Thursday June 15, 2017 and there would be both school and public tours.

Councillor Deluca attended the South Huron Hospital Gala, South Huron Volunteer Recognition Event at the Barn and updated Council on the Heritage Committee Capsule Day event.

Councillor Vaughn advised that she attended the South Huron Economic Advisory meeting on May 25, 2017 and commented on updates of the Ambassador Program and the Huron County Economic Development. She also attended ABCA Shoreline Management Plan at the Zurich arena on June 3, 2017.

Deputy Mayor Frayne attended a Risk Management Seminar.

12. Communications

12.1 Lisa Thompson MPP - Remarkable Assembly of Huron County Women event

Council requested that item 12.1 be brought back to the June 19, 2017 regular council meeting.

12.2 Avon Maitland District School Board - Invitation to Meeting

Deputy Mayor Frayne advised that he will attend this event.

12.3 CHIP - Speeding in Safety Zones

12.4 Huron County Economic Development Board - Terms of Reference re: Service Delivery

12.5 Bluewater Recycling Association - Meeting Highlights, May 18, 2017

12.6 Huron County - Warden's Charity Golf Tournament

12.7 Canada Day Committee - Approval of Events

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Council discussed insurance indemnification and did not raise any objection to the list of events.

12.8 Huron County - Cycling Advisory Committee

12.9 CBC Radio - The Influence Event - Sponsor Opportunity

12.10 Ontario Energy Board - Public Hearing re: Dispose of Account Balances

12.11 Town of Lakeshore - Resolution re: Surplus Dwelling Severances

Council directed Administration to bring back a report on the request for support from the Town of Lakeshore.

12.12 AMO - Delegations

12.13 Centralia Faith Tabernacle - Request Parking By-law Exemption

Motion: #220-2017

Moved: T. Tomes

Seconded: T. Oke

That the Centralia Faith Tabernacle request for a parking by-law exemption for the period Wednesday nights from July 5 - August 23, 2017 from 6:00 pm to 9:00 pm on Empress Avenue, Parkdale Avenue, Algonquin Drive (between Empress and Parkdale) be approved.

Disposition: Carried

12.14 Shoreline Management Plan - Open Houses

Motion: #221-2017

Moved: T. Oke

Seconded: W. DeLuca

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

Disposition: Carried

13. Closed Session

None

14. Report from Closed Session

None

15. By-Laws

15.1 By-Law No. 32-2017 - Tax Rates

Motion: #222-2017**Moved: M. Vaughan****Seconded: T. Tomes**

That the South Huron Council gives first, second and third and final reading to By-Law #32-2017, being a by-law to provide for the adoption of the 2017 tax rates and to further provide for penalty and interest in default of payment thereof.

Disposition: Carried

15.2 By-Law No. 33-2017 - Procurement of Goods and Services Policy

Motion: #223-2017**Moved: M. Vaughan****Seconded: W. DeLuca**

That the South Huron Council gives first, second and third and final reading to By-Law #33-2017, being a by-law to adopt the Procurement of Goods and Services Policy for the Corporation of the Municipality of South Huron.

Disposition: Carried

15.3 By-Law No. 34-2017 - Zoning By-Law

Motion: #224-2017**Moved: M. Vaughan****Seconded: T. Oke**

That the South Huron Council gives first, second and third and final reading to By-Law #34-2017, being a by-law to amend By-Law #013-84, being the Zoning By-Law for the former Township of Usborne for the lands known as Conc 1 Pt Lot 15 Subject to Easement, Usborne Ward, Municipality of South Huron.

Disposition: Carried

16. Confirming By-Law

16.1 By-Law No. 35-2017 – Confirming By-Law

Motion: #225-2017**Moved: W. DeLuca****Seconded: T. Oke**

That the South Huron Council gives first, second and third and final reading to By-Law #35-2017, being a by-law to confirm matters addressed at the June 5, 2017 Council meeting.

Disposition: Carried

17. Adjournment**Motion: #226-2017****Moved: M. Vaughan****Seconded: T. Tomes**

That South Huron Council hereby adjourns at 7:20 p.m., to meet again on June 19, 2017 at 6:00 p.m. or at the Call of the Chair.

Disposition: Carried

Maureen Cole, Mayor

Genevieve Scharback, Clerk



Corporation of the Municipality of South Huron
Minutes-Public Meeting

Monday, June 5, 2017, 6:00 p.m.
Council Chambers - Olde Town Hall

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

Member Regrets: Maureen Cole - Mayor
 Craig Hebert - Councillor - Ward 2

Staff Present: Dan Best, CAO
 Andrew Baird, Emergency Services Manager/Fire Chief
 Sandy Becker, Financial Services Manager/Treasurer
 Jo-Anne Fields, Community Services Manager
 Dwayne McNab, Development Services Manager/CBO
 Jason Parr, Transportation Services Manager
 Sarah Smith, Huron County Planner
 Rebekah Msuya-Collison, Deputy Clerk

1. Call to Order

Deputy Mayor Frayne called the meeting to order at 6.05 p.m.

2. Disclosure of Pecuniary Interest

None.

3. Purpose of Public Meeting

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

Council will not make a decision on the applications at this Public Meeting. Based on the recommendations and information received at this Public Meeting an amending Zoning by-law will be presented for approval at a regular Council meeting.

The Deputy Clerk advised that there is a Public Registry located on the table by the door and if any member of the public would like to be notified in writing of the decision on the application(s) they are to provide their name and mailing address on the registry. A person or public body may appeal the decision if they have made an oral submission at

4. Zoning By-Law Amendment - DeWeerd

4.1 Zoning Amendment Application - DeWeerd

4.2 Planner S. Smith - Report Re:Zoning By-Law Amendment - D14-05/17 - DeWeerd

Huron County Planner S. Smith advised that the purpose of this rezoning application is to change the zoning from VC1 to VR1 (Village Residential) to recognize a single detached dwelling as the main permitted use. The subject lands are currently occupied by a dwelling used for residential purposes.

Motion: #207-2017

Moved: T. Tomes

Seconded: T. Oke

That South Huron Council receives the report from S. Smith, Huron County Planner re: Zoning By-Law Amendment D14-05/17 - DeWeerd.

Disposition: Carried

4.3 Written Comments Received

None.

4.4 Comments-Council; Public in Attendance

The Applicant was in attendance. No one in attendance spoke in opposition to the application.

5. Close Public Meeting**Motion: #208-2017****Moved: M. Vaughan****Seconded: T. Oke****That South Huron Council now closes this Public Meeting at 6:07 p.m. and reconvenes the Regular Council meeting.****Disposition: Carried**

Maureen Cole, Mayor

Genevieve Scharback, Clerk



EXETER BUSINESS IMPROVEMENT AREA – BOARD MEETING

Monday, May 8, 2017 at 6:00pm

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

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

DIRECTORS – Directors Rose Glavin, Adrian Bakelaar, James Eddington, Tira Wootton and BIA Manager Brittany Wise

ABSENT – Councillor Craig Hebert

RECORDING SECRETARY – Brittany Wise, BIA Manager

MINUTES

1. Welcome and Call to Order

Mr. Godbolt welcomed everyone to the meeting at 6:03pm.

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

2.1 Approval of the Agenda

MOVED BY: Mary Hulley **&** **SECONDED BY:** Allen Plant

"THAT the agenda be adopted as presented."

MOTION: CARRIED

2.2 Approval of the Minutes of April 10, 2017.

MOVED BY: James Eddington **&** **SECONDED BY:** Allen Plant

"THAT the minutes of April 10, 2017 be adopted, as presented."

MOTION: CARRIED

3. Chair's Message

Mr. Godbolt noted that most of the things he wants to discuss are being touched on later in the meeting. He said that we would try to keep this meeting short since we have our facilitated strategic planning session on Wednesday evening.

MOVED BY: Adrian Bakelaar **&** **SECONDED BY:** Mary Hulley

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

MOTION: CARRIED

4. Delegation Nil

5. Councillor's Report Nil

6. Financial Report

6.1 Treasurer's Report – April

In April, there was no revenue. Expenses included the March BIA Manager salary; payroll deductions; rent for March; \$8,303.51 for the outstanding flower-related costs from 2016; radio advertising from the holiday campaign; hotel and travel expenses for the OBIAA Conference and a few other miscellaneous expenses.

6.2 Treasurer's Report – May

In May, the HST rebates from 2015 and 2016 will be deposited. Expenses will include the April BIA Manager salary; payroll deductions; rent for April and May; the outstanding interest on the flower-related costs from 2016; snow removal at the Welcome Centre; design for the community information signs and a few other miscellaneous expenses.

MOVED BY: Adrian Bakelaar & SECONDED BY: Lauryn Marlon

"THAT the financial report be adopted as presented."

MOTION: CARRIED

7. Promotions

7.1 BIA Website

Campus Creative responded positively to the letter and revised scope sent by the BIA in April. Here is a summary of their correspondence:

- They agree to have 50% of the balance to be paid now, and the remaining 50% of the balance to be paid no later than March 31, 2018. Currently, the outstanding balance is \$6,028.59 [HST inclusive]: \$3,014.30 due now, then \$3,014.29 due no later than March 31, 2018.
- They agree to the "BIA Website – Scope of Project" sent in April, with one alteration, in that they will transfer the domain name to the Exeter BIA upon payment of the final balance, if the BIA decides to host elsewhere.
- After receiving the 50% deposit on the remaining balance is paid, a team from Campus Creative (the Executive Director, a web developer and a graphic designer) will meet with a team in Exeter to go over the website in detail to make sure that we are all on the same page for exactly how each item on the scope of work document is to be accomplished.
- Additionally, they will contribute (at their cost) some professional photos and video clips of Exeter and surrounding for the website, so that we can really showcase the experience of Exeter.
- They also expressed that they are still interested in featuring Exeter businesses in our "It's Your Business Video Series" that was originally pitched as an opportunity. There is no cost involved for the business, as they are micro-documentary editorial pieces. There is however a screening and audition process to establish a fit with the series. We had businesses express interest about a year ago, so we can pitch those names again.

MOVED BY: Allen Plant & SECONDED BY: Adrian Bakelaar

"THAT the BIA proceed with website discussions and pay 50% of the balance of the amount owing to Campus Creative immediately, with the difference not outlined in the budget coming from the BIA's HST rebate."

MOTION: CARRIED

7.2 Promotional Videos

The Promotions Committee has done more research into doing promotional videos of Exeter – they spoke to Powerline Films (who did similar videos for Bayfield and Stratford) who said they could do the following for \$3,000 + tax:

- 1 day of filming (we can only interview 3-4 people max + collect b-roll footage)
- 1 x 45 sec video (will feature 3-5 sentences of speech)
- 2-3 x 15-30 second videos (will only feature 1-2 sentences of speech)
- Timeline: The first video would be complete within a month after shooting; the other videos would be complete within 3 months or so – depending on our timeline for release.

They suggested that we strategically release videos over time – up to a year and put a minimum of \$250 into boosting videos on social media to increase reach and engagement.

The company suggested that content be more focused on the community versus direct business promotion, because we will have a better chance of engagement (likes, shares, etc.) with the videos. Business promotion is best suited for the visual storytelling.

Since the videos are going to be more community promotion than strictly BIA member promotion, the Board strongly felt that the South Huron Economic Development Committee should be partnering with us on this initiative. The video could be inclusive of all of South Huron – for example, start with Port Blake then fly into Exeter. The videos could be used by the BIA, the Municipality, the Chamber of Commerce, and local realtors for workforce, business and resident attraction.

The Board agreed that the BIA will proceed regardless of the EDC's support, but the video would be more BIA focused versus the broader community.

MOVED BY: James Eddington & SECONDED BY: Rose Glavin

"THAT the BIA approach the South Huron Economic Development Committee to partner on the promotional videos to showcase the selling features of the community of South Huron as a means of investment and new resident attraction."

MOTION: CARRIED

MOVED BY: Mary Hulley & SECONDED BY: Allen Plant

"THAT \$3,250.00 from the co-op radio advertising campaign (a total of \$3,500) budget line be re-allocated to promotional videos."

MOTION: CARRIED

7.3 BIA Neighbourhood Gift Card

Board members reviewed information provided. There were still many questions on how this program would work and what happened to the money if gift cards were not redeemed. They had concerns about the cards being only available electronically and how this card would work when businesses would be promoting their own gift cards and loyalty programs. There were concerns regarding how the BIA could afford this beyond the first \$50,000.00 in sale.

MOVED BY: James Eddington & SECONDED BY: Mary Hulley

"THAT the Exeter BIA does not proceed with the BIA Neighbourhood Gift Card in 2017."

MOTION: CARRIED

7.4 Finding Exeter: Putting our Community on the Digital Map

Though the Economic Development Advisory Committee liked the idea of getting Exeter online and having municipal assets listed, they were told that the Municipality does not have staff time to allocate to this initiative. At the March meeting, no resolution was made, which means that as of right now, no action is being taken to enhance Municipal listings.

The Board suggested that we incorporate this into the presentation to the EDC about the promotional videos and ask that if we were to create the listings for them, would they be willing to manage them? Or could they pay us to manage them? It is crucial that the municipal assets be listed; we just have to work creatively and collaboratively to make it happen.

7.5 Ladies Night Out

Planning for Ladies Night Out is underway. We have 24 participating businesses, including two new participants – Gregarious Cravings and L Hair Studio. Promotion is set to begin this week.

7.6 Other Initiatives

The South Huron Map & Guide is ready to hit shelves. We're going to work with the TA to have the newly hired JCP distribute the brochures to key places in town and the surrounding area.

The final design for the Community Information Signs is being completed. We're hoping to have them installed by the end of May.

MOVED BY: James Eddington & SECONDED BY: Allen Plant

"THAT the promotions report be adopted as presented."

MOTION: CARRIED

8. Beautification

8.1 Bridge Flowers

The self-watering barrels have been ordered – they are set to arrive mid-to-late May. The brackets are being manufactured by Hamilton's and are also set to be completed by mid-May.

Flowers are to be delivered at the end of May, early June. The BIA received some requests regarding the flowers this year – an email was sent to encourage members to use red & white flowers this year for Canada's 150th.

8.2 Banner Program

The banner program is still a work in progress. Ms. Wise told the board that she has simply not had the time to dedicate to this initiative with all the other things going on. It is on her list, but she cannot guarantee when she will get to this item.

MOVED BY: Rose Glavin & SECONDED BY: Janice Brock

"THAT the beautification report be adopted as presented."

MOTION: CARRIED

9. Member Events Nil

9.1 Breakfast with the Mayor

Mr. Godbolt noted that the event was held on Tuesday, May 2 at the Exeter Legion. Attendance was down, but the room still looked full. Speakers included sponsors Libro Credit Union and Fanshawe College, plus the Mayor and her guest, Andrew Kemp, Director of Economic Development for the County of Huron who gave a brief update of the County's economic development activities.

Overall, survey suggested the event went well. The Mayor has suggested that we consider not hosting in 2018, as it is an election year, so it's something we'll have to keep in mind when planning for 2018.

9.2 South Huron Excellence Awards Gala

Nothing new to report at this time.

MOVED BY: Mary Hulley & SECONDED BY: Rose Glavin

"THAT the member event report be adopted as presented."

MOTION: CARRIED

10. Economic Development Nil

Mr. Plant said there has not been an EDC meeting held since the last BIA meeting. The next meeting is on May 25.

Mr. Eddington stated that through Regional Tourism Organization 4, the BIA was going to be recognized in a case study for the work we're doing to enhance Exeter's digital footprint through Google, etc. The case study will be presented to the Minister of Rural Affairs and the Ontario government's Rural Caucus and also to federal representatives. Eddington expressed that this should be used in the presentation to the EDC to express how important the online initiatives are.

MOVED BY: Adrian Bakelaar & SECONDED BY: Mary Hulley

"THAT the member event report be adopted as presented."

MOTION: CARRIED

11. Digital Sign Report

Mr. Godbolt noted that the sign is still up in the air. He suggested that we wait to send out the survey regarding the digital sign specifically until we are further along in the strategic planning process.

Ms. Wise noted that another sign update was required to change some of the ads that were updated at the beginning of March, but will hopefully not have to do one again until the end of June.

MOVED BY: James Eddington & SECONDED BY: Mary Hulley

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

MOTION: CARRIED

12. BIA Manager's Report

12.1 Vacant Unit Rebate

Please see the letter to South Huron Council regarding the "Vacant Unit Rebate" issue discussed at the last BIA Board meeting. Once the letter is approved, it will be sent to Council.

MOVED BY: Mary Hulley & SECONDED BY: Allen Plant

"THAT the Vacant Unit Rebate letter approved and sent to South Huron Council for the May 15 Council meeting."

MOTION: CARRIED

12.2 JCP / Summer Student Positions

Ms. Wise stated that in partnership with the Chamber of Commerce, we have successfully received the Job Creation Partnership (JCP) funding for two focus areas: a) workforce development and b) community enhancement (marketing).

- 2 x 48 week placements - job seeker must be eligible for unemployment and EI payments are extended for the time period
- \$3,100 in office equipment including computers, etc.
- \$1,300 in office supplies and printing
- \$990 in transportation support
- \$3,500 in support of office rent and utilities

Joan Brady (Chamber) and Ms. Wise will be working quickly to fill these positions. The BIA will primarily be responsible for the marketing position - which will help to support our Google presence, etc.

We have not heard back about the summer student position yet. We are in the process of following up to check the status of our application.

12.3 South Huron Women in Business Network

Ms. Wise attended the first South Huron Women in Business Network event at Eddington's of Exeter on April 11. The event was sold-out with 40 ladies in attendance, from various businesses in Exeter and South Huron. It proved to be a value event for Chamber and BIA members too. The next event is on June 6 at The Barn.

12.4 Farmers' Market Update

As has been mentioned previously, the Exeter Farmers' Market has been struggling to attract vendors and visitors in its current time and location. The Farmers' Market Board understands the need to drastically change the market or it will become non-existent.

The Cultural Collective, a local arts-based volunteer group, has had success with running the HuronSound Arts and Music Festival in MacNaughton Park and expressed interest in hosting a weekly market-style event featuring farmers' market vendors, local artisans, with live music and outdoor movie night elements to provide more value to consumers.

The Exeter Farmers' Market is on-board with this concept and at their recent AGM, the Board agreed to disband its current structure and become a subcommittee of the Cultural Collective to help execute this vision together.

The Cultural Collective recently received approval at Council to use the scenic gardens at MacNaughton Park for a weekly event that will start in mid-June (or July) and run through the end of September. The green space will help create a more social atmosphere where people want to spend time as well promoting MacNaughton Park as a community gathering space and encourage use of nearby community assets like the South Huron Trail, the outdoor pool and the Exeter Splash Zone.

Now that approval has been granted from Council, planning for the 2017 season is now underway. Ms. Wise will continue to provide transition support for the market, but after it is established, the BIA will only help to promote the events.

12.5 Other

Ms. Wise announced that she is expecting and is due in early November. She stated that she would like to return to the BIA Manager role in November 2018. She expressed that she wants the transition and mat leave position to go as smoothly as possible and noted that she will work to get things organized prior to her leave and is willing to be a resource for the individual throughout her mat leave.

She noted that Joan Brady from the Chamber of Commerce is willing to work to make the transition as seamless as possible, because Ms. Wise has been supportive throughout her transition into the role. She stated that she will be able to finish the strategic plan and help get the planning started for 2018 in order to help provide great direction for the new individual.

The board congratulated her on the news and said they will work with her towards the transition in the coming months.

MOVED BY: Adrian Bakelaar & SECONDED BY: Mary Hulley

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

MOTION: CARRIED

13. Non-Director Comments Nil

14. Upcoming Events

Next Regular Meeting: *Monday, June 12, 2017 at 6:30pm at the Town Hall**

Strategic Planning Session #2: **Wednesday, June 14, 2017 from 6:00 – 9:00pm at the Town Hall**


15. Adjournment


MOVED BY: Mary Hulley & **SECONDED BY:** James Eddington

"THAT the BIA meeting does now adjourn at 7:47pm."

MOTION: **CARRIED**


Fred Godbolt, Chair


Rose Glavin, Vice Chair


Brittany Wise, Recording Secretary



South Huron Canada 150 Ad Hoc Committee *Established by Resolution #219-2017* Terms of Reference

Purpose of the Committee

The purpose of Canada 150 Ad Hoc Committee is to monitor and report to Council on the Canada 150 events supported by Council.

The Committee will actively assist Council by:

- Fostering support for and community involvement in Canada's 150th celebrations in the Municipality of South Huron;
- Plan the Past and Present Council social on behalf of Council;

Committee Objectives or General Activities:

The primary objectives of the committee are to:

- Plan and carry out all tasks associated with the Past and Present Council Recognition Event to be held in September, 2017 at the Crediton Hall, as per resolution #169-2017.
- Monitor and report to Council on the Canada 150 events sponsored by Council, as per the attached Schedule A to this Terms of Reference;
- Provide comment and opinion when called upon by the Council regarding any matters referred to the Committee.
- Monitor and authorize expenditures related to Council sponsored Canada 150 events.

Membership Composition and Responsibilities

The Canada 150 Ad Hoc Committee will be composed of two (2) voting members.

The Council shall appoint Committee members by resolution and the term of appointment shall be for the year 2017.

Staff Support

The Committee's primary staff contact will be the Chief Administrative Officer, who will act as a conduit to share information and work with the Committee to achieve the goals and objectives outlined in the Terms of Reference.

The Committee is accountable to Council.

Meeting Roles and Requirements

The Committee shall meet on an as-needed basis to achieve the goals and objectives outlined in the Terms of Reference.

The expenditure of any municipal funds is to be approved by the Committee as authorized by Council, in accordance with the Municipality's procurement policy and current budget.

Minutes and Agenda

The minutes of each meeting will be amended when necessary and adopted at the following meeting. When adopted, the Minutes will be provided to the Clerk to be circulated to Council.

The committee agenda will be prepared by the Committee Chair and/or Vice Chair and distributed to the members in advance of the meeting, as well as provided to the Clerk to be posted on the municipal website.

Amendments to the Terms of Reference

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.

Amendments to the Terms of Reference can only be made by Council.

General Conduct

The meetings shall be conducted in accordance with Council's current Procedural By-law regarding Committee Meetings, and Robert's Rules of Order.

In general meetings shall be open to the public. Meetings will be declared In Camera by a majority vote of those present and should be so declared to discuss matters in accordance with Section 239 of the Municipal Act.

CONFLICT OF INTEREST

A conflict of interest may arise for Committee members when their personal business interests clash with the duties and decisions of the Committee. Municipal conflict of interest requirements as defined by the Municipal Conflict of Interest Act will apply to the Committee. At every meeting held by the Committee, the Chair shall call for the disclosure of any pecuniary interests.



Staff Report

To: Dan Best, Chief Administrative Officer

From: Sandy Becker, Financial Services Manager/Treasurer

Date: June 19, 2017

Report: FIN.17.14

Subject: 2017 Capital Projects Status Report

Recommendation:

That South Huron Council receives the report from S. Becker, Financial Services Manager/Treasurer re: 2017 Capital Projects Status Report completed as of May 31, 2017 for information only.

Purpose:

The purpose of this staff report is to provide Council with a summary of the status of the 2017 capital projects.

Background and Analysis:

Each department manager has provided a status update for each of their respective approved capital project. Due to the seasonality of many of the capital projects most are in the planning or tendering phase with construction to start in late spring/summer.

The percentages of completion do not reflect the YTD expenditures as a percentage of budget due to timing differences of invoice submission and accounts payable processing.

2017 Capital Projects Status Report

Operational Considerations:

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

South Huron's Strategic Plan:

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

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

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

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

Financial Impact:

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

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

By-law No. 20-2017 – By-Law to adopt 2017 Budget
Budget Development and Financial Reporting Policy and
Procedure

2017 Capital Projects Status Report**Consultation:**

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

Andrew Baird, Emergency Services Manager/Fire Chief
Jo-Anne Fields, Community Services Manager
Jason Parr, Transportation Services Manager
Don Giberson, Environmental Services Director

Attachments:

Appendix A- 2017 Capital Projects Status Report

Respectfully submitted,

Sandy Becker
Financial Services Manager/Treasurer

I concur with this report.

Dan Best MPA,BA
Chief Administrative Officer

Appendix "A"

Appendix A - Capital Project Status as of May 31, 2017

YTD Actuals and Budgeted figures are expressed in dollars (\$)

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
Emergency Services Capital Projects					
2017-F-01	Personal Protection Equipment	-	19,240	80%	6 sets of gear received with 2 more expected in the Fall. Invoice in processing stage.
2017-F-03	Air Bag Lift System - Exeter	7,792	9,000	100%	Complete
		7,792	28,240		
Transportation Capital Projects					
20-3035	John St - Main to Albert	-	19,515	5%	Top coat as per Kurtis Smith Contract
20-3043	James St - Andrew to Edward	2,691	324,575	5%	Contract Awarded to Hanna & Hamilton; July 1 expected start date
20-3048	Replace #11 1991 Ford Single Axle Plow	2,515	73,682	90%	Truck delivery expected in June
20-3054	Simcoe St - Andrew to Main	19,505	160,750	90%	Road restoration complete to base asphalt
20-3055	William St - Anne to Huron	1,219	143,655	2%	Contract Awarded to Lavis Construction
20-3056	George St - Main to Orchard	2,960	215,705	2%	Contract Awarded to

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2017 Capital Projects Status Report

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
					Lavis Construction
20-3057	Bridge Repairs #3037 McTaggart Line	-	30,000		RFT in progress
20-3058	Replace #25 2001 Western Star Tandem Plow	284,183	245,000	98%	Resolution #470-2016 authorized \$38,089 from TSPT Capital Reserve to cover budget overage
20-3059	Bridge Repairs #3039 McTaggart Line	-	50,000		RFT in progress
2017-TC-05	Huron St Recon - Edward-East	-	60,000	5%	Engineering proposals under evaluation. Staff report forthcoming
2017-TS-01	Replace Grader #027	-	388,000		Tendering late spring
2017-TS-03	Line 17 - Hern to Rogerville	-	180,000		Boundary agreement in progress
2017-TS-04	Gregus Crt Overlay	-	30,000		Tendering summer
2017-TS-05	Marlborough St – Sanders to Wellington	-	30,000		Engineering RFP Underway
2017-TS-06	McTaggart Line Bridge #3038	-	65,000	5%	Engineering proposals under evaluation. Staff report forthcoming
2017-TS-08	GPS Fleet Tracking System	-	25,000	60%	Joint with Huron County; Proposals under evaluation
		313,073	2,040,882		
Streetlight Capital Projects					
20-8007	Upgrade Main St Lighting - Sanders-Victor-SH	64,098	135,134	80%	Installation complete with final items, such as concrete patching,

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2017 Capital Projects Status Report

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
					underway
2017-TS-07	Phase 3 DT Decorative SL	-	160,000		Tendering late spring
		64,098	295,134		
Recreation Capital Projects					
20-7126	Port Blake Revitalization (Design)	-	248,500		Staff report forthcoming
20-7127	SHRC Swimming Pool	6,736	2,500,000		Staff report forthcoming
20-7132	SHRC Upgrades	7,450	1,000,000		Staff report forthcoming
20-7133	Downtown Parkette	-	32,334	15%	Completion expected by July 1, 2017
2017-RS-01	KW Hall Roof - Asphalt Shingle	-	21,000	50%	Contractor selected
2017-RS-05	Dashwood CC Washrooms	-	120,000	10%	Unsuccessful 150th grant funding; Staff report forthcoming
2017-RS-06	Power Scrubber Repl #E1130	-	10,000	11%	Preparing tender document
2017-RS-07	Seasonal Energy Controller	-	28,000	2%	Preparing tender document
2017-RS-08	Replace Mower Deck #099	-	30,000	15%	RFP closed - Report to Council June 19
2017-RS-09	Truck #3 01 Chev Silverado	-	35,000	2%	Preparing tender document
2017-RS-10	MacNaughton Park Washrooms	-	70,000	10%	Discussing with Optimist Club
2017-RS-11	Victoria Park Washrooms	-	50,000	25%	Discussing with Lioness Club
2017-RS-12	KW 4H Barn - New Structure	-	35,000	10%	Fundraising efforts

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2017 Capital Projects Status Report

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
					underway
2017-RS-13	KW Pool Accessible Lift	-	15,000	25%	Seeking quotes on unit
		14,186	4,194,834		
Sewer Capital Projects					
20-5618	John St - Main to Albert	-	12,110	5%	Top coat as per Kurtis Smith Contract
20-5623	Engineering - William St Sanitary	-	1,425,030	2%	CWWF grant approved; Preparing engineering RFP
20-5629	Simcoe St - Andrew to Main	47,624	85,631	90%	Substantial completion of sewage works
2017-S-01	Upgrade Lagoon Aeration - Exeter	-	1,215,000		On hold – staff report forthcoming for direction as grant funding denied
2017-SC-03	William St - Anne-Huron	290	-	5%	Contract Awarded to Lavis Construction
2017-SC-04	James St - Main to Edward	-	213,999	5%	Contract Awarded to Hanna & Hamilton; July 1 start date
2017-SC-05	Huron St Reconstruction - Edward-East	-	60,000	5%	Engineering RFP proposals under evaluation. Staff report forthcoming
		47,914	3,011,770		
Water Capital Projects					
20-4125	John St - Main to Albert	-	8,060	5%	Top coat as per Kurtis

2017 Capital Projects Status Report

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
					Smith Contract
20-4140	Exeter Water Tower Upgrades	-	143,612		Draft tender prepared
20-4141	Simcoe St - Andrew to Main	36,880	101,899	90%	Substantial completion of waterworks
20-4142	William St - Anne to Huron	929	166,991	5%	Contract awarded to Lavis Construction
20-4144	Dashwood Rd Watermain Replacement	-	250,000	2%	Draft tender prepared
2017-W-01	Water Meter Replacement	-	112,000	2%	Investigating AMR technology and change out program being developed
2017-W-03	Dashwood Rd - Shipka - Bronson	-	25,000	5%	Engineering RFP under evaluation; Staff report forthcoming
2017-W-04	Shipka Line - South R-Kirkton	-	25,000	5%	Engineering RFP under evaluation; Staff report forthcoming
2017-W-05	Watermain Repl - Huron-McTaggart	-	100,000	5%	Engineering RFP under evaluation; Staff report forthcoming
2017-W-06	Gore Rd Water Service Transfer	-	75,000	5%	Engineering RFP under evaluation; Staff report forthcoming
2017-W-07	Bulk Water Station 82 Nelson	-	50,000	2%	Investigating technologies/products to prepare for tender
2017-W-08	Control Chamber - Exeter Water Tower	-	175,000	5%	Engineering awarded to BM Ross as an addition to Water Tower

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2017 Capital Projects Status Report

Job	Job Description	May 31, 2017 YTD	Budget	% of Completion	Management Notes/ Comments
					Upgrades Project
2017-W-09	Truck #101 07 Chev Silverado	-	35,000	2%	Draft tender prepared
2017-WC-04	James St Reconstruction Main - Edward	5	210,730	5%	Contract awarded to low bidder Hanna & Hamilton Contractors; July 1 start date
2017-WC-05	Huron St Reconstruction Edward-East	-	70,000	5%	Engineering RFP under evaluation; Staff report forthcoming
		37,814	1,548,292		
Landfill Capital Projects					
20-9001	Landfill Expansion - Stage 3	-	75,000		Engineering RFP submitted by BM Ross
20-9006	Scale & Scale House	-	66,000	5%	Contract awarded to Armstrong Paving
20-9007	Site Security Fencing	3,053	200,000	5%	Obtaining quotes for tree removal; contract awarded to Elliott Fence
		3,053	341,000		
	Total Capital Projects	487,929	11,460,152		
	<i>as of May 31, 2017</i>				



Staff Report

To: Dan Best, Chief Administrative Officer

From: Don Giberson, Environmental Services Director

Date: June 19, 2017

Report: ESD.17.17

Subject: Update on Goshen Wind Agreements

Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Update on Goshen Wind Agreements.

That South Huron Council authorize that the \$19,108.30 received from Goshen Wind as compensation for damage to the rural gravel roads be recognized in the 2017 Transportation Services Operating budget.

That South Huron Council authorize the establishment of a Tree Replacement Reserve in the amount of \$10,000 from funds received from Goshen Wind as compensation for tree removal, subject to a future tree policy.

Background and Analysis:

The purpose of this report is to update Council on the status of the Goshen Wind Agreements.

There are four Agreements for the Goshen Wind projects: Community Funding Agreement, Development Agreement, Road Use Agreement and a Transmission Line Agreement. Each Agreement has conditions, obligations and milestone dates for payment of an annual amenity fee, provision of documents, reports, cost estimates and release of securities. The project is now beyond the one year anniversary of the commercial operation date and

various obligations came due as of that date. There have been ongoing discussions with Goshen Wind and all Agreement matters are up to date or considered resolved.

The following is a brief summary of matters discussed:

Community Funding Agreement

- There was some ambiguity in the language between two different sections of the Agreement with respect to how the amenity fee was calculated. After some discussion, it was agreed that the amenity fee would be based on the original rated capacity of fifty one turbines identified in the Agreement. An Addendum to the Community Funding Agreement is currently being prepared by Goshen Wind to clarify the amenity fee calculation and this Addendum will be presented to a future Council Meeting for Council approval.

Development Agreement

- In accordance with Section 4 Goshen Wind has worked collaboratively with South Huron's Fire Chief and provided an Emergency Response Plan.
- In accordance with Section 11(a) a Scrap Value Assessment report was completed by Goshen Wind and submitted to the Municipality.
- In accordance with Section 11(b), a Decommissioning Costs report was provided by Goshen Wind.
- In accordance with Sections 14 and 15, Goshen Wind compliance was confirmed with respect to removal of solid waste and handle hazardous waste.
- In accordance with Section 16 and 17 navigation lights were determined to be in compliance as they met *Standard 621 – Obstruction Marking and Lighting* from Transport Canada and more specifically Chapter 12 *Marking and Lighting of Wind turbines and Wind farms*.
- In accordance with Section 21, Goshen Wind provided a toll-free number to the public for any complaints during construction and during the operating life of the project.
- In accordance with Section 24, it was confirmed that Goshen Wind coordinated with the Pineridge Snowmobile Club regarding signage along snowmobile trails within the vicinity of the project.
- In accordance with Section 25, Goshen Wind provided acceptable information regarding landscaping around the project substation.
- In accordance with Section 31, Goshen Wind prepared an Annual Report with a summary of post-construction monitoring activities as required by the REA and posted a copy on their public website.

Update on Goshen Wind Agreements

Road Use Agreement

- Section 5(d), obliges Goshen Wind to maintain the surface of the Road Allowance for a period of twelve months following the Completion Date. Post construction damage to gravel roads was observed and Goshen Wind agreed to compensate the Municipality for estimated tonnage of gravel used to restore gravel roads. A cheque in the amount of **\$19,108.30** was received from Goshen Wind to resolve this issue.
- In accordance with Section 5(j) Goshen Wind provided a \$250,000 Letter of Credit as security for any Single Trip Oversized Load/Weight Permits issued during the construction phase. This Letter of Credit is no longer required and the Municipality is in the process of releasing this security.
- Under Section 17, Goshen Wind met their obligation relating to Traffic Effects. This remains an ongoing obligation through the term of the Agreement.
- Under Section 23, Goshen Wind met their obligation to notify Emergency Service Providers. This remains an ongoing obligation through the term of the Agreement.
- Under Section 24, Goshen Wind met their obligation to join and maintain member status in the Ontario "One Call" service.
- In accordance with Section 25 Goshen Wind provided a \$250,000 Letter of Credit as security to guarantee Goshen's performance of its obligations under this Agreement. Section 31 of the Agreement sets out that this \$250,000 Letter of Credit can be reduced to \$100,000 upon meeting certain conditions. Goshen Wind has met their obligations and the Municipality has agreed to replace the first \$250,000 LC with a second \$100,000 LC.
- Under Section 26, Goshen Wind met their obligation to keep an inventory of all trees damaged or removed within the road allowances. It was confirmed that no trees were damaged or removed within the road allowances.
- Under Section 28, Goshen Wind met their obligation to provide a written notice upon completion of road restoration, conducted an inspection and provided a Post-Installation Report.
- Under Section 35, Goshen Wind is to comply with a Decommissioning Report. This remains an ongoing covenant through the term of the Agreement.
- In accordance with Section 41, Goshen Wind met their obligation to replace South Huron Structure #1020 on Babylon Line at its sole cost and expense (final cost was \$257,482.38)

Transmission Line Agreement

Update on Goshen Wind Agreements

- Under Section 14, Goshen Wind met their obligation relating to Traffic Effects. This remains an ongoing obligation through the term of the Agreement.
- Under Section 18, Goshen Wind met their obligation to notify Emergency Service Providers. This remains an ongoing obligation through the term of the Agreement.
- Under Section 20, Goshen Wind met their obligation to keep an inventory of all trees damaged or removed within the road allowances.
- It was confirmed that 63 trees removed in the road allowances, resulting in an obligation to provide 126 trees. In accordance with the Agreement, trees were offered to the adjacent property owners; however, there were no takers. Goshen Wind agreed to pay compensation in the amount of \$10,000 in lieu of providing the trees to the Municipality. A cheque in the amount of **\$10,000** was received from Goshen Wind to resolve this issue.
- Under Section 25, Goshen Wind met their obligation to comply with the REA and the Decommissioning Plan. This remains an ongoing covenant through the term of the Agreement.
- Under Section 28, Goshen Wind met their obligation with respect to the potential relocation of a pole on Dump Road to lands owned by South Huron.

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

Ensuring compliance with the terms of the Agreements, demonstrates fiscal responsibility.

Update on Goshen Wind Agreements

Increased Communications and Municipal Leadership

Communicating information to Council related to these Agreements, keeps Council and the public informed.

Transparent, Accountable and Collaborative Governance

Public reporting of the status of these Agreements, demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Informing Council of status of these Agreements, 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. Goshen Wind Community Funding Agreement
2. Goshen Wind Development Agreement
3. Goshen Wind Road Use Agreement
4. Goshen Wind Transmission Line Agreement
5. Approved 2017 Transportation Capital Budget

Update on Goshen Wind Agreements

6. Approved 2017 Transportation Operating Budget

Consultation:

Sandy Becker, Financial Services Manager and Jason Parr, Transportation Services Manager were consulted in the review of Goshen Wind Agreements.

File or Reference

E05

Attachments:

None

Respectfully submitted,

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

Don Giberson
Environmental Services Director

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer



Staff Report

To: Dan Best, Chief Administrative Officer

From: Don Giberson, Environmental Services Director

Date: June 19, 2017

Report: ESD.17.18

Subject: Status of OCIF grant and options for Exeter Sewage Lagoons upgrades

Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Status of OCIF grant and options for Exeter Sewage Lagoons upgrades, AND;

That South Huron Council defer the Exeter Sewage Lagoons sand filters upgrades and proceed with engineering evaluation work for future upgrades to sewage lagoons sand filters and disinfection system, AND;

That South Huron Council authorize the Exeter Sewage Lagoons aeration system upgrades proceed to tender, AND;

That South Huron Council reallocate \$391,250 from the Sewers Capital Replacement Reserve to fund the Exeter Sewage Lagoons aeration system upgrades

Background and Analysis:

The purpose of this report is to update Council on the status of the OCIF grant application and options moving forward for upgrades at the Exeter Sewage Lagoons.

Status of OCIF grant and options for Exeter Sewage Lagoons upgrades

On February 21, 2017 the Municipality was notified that we were unsuccessful in our grant application for the Exeter Sewage Lagoons upgrades under the Ontario Community Infrastructure Fund (OCIF) Top-Up grant program. This results in a loss of \$911,250 in grant funding.

The project involved two components, the first to upgrade the aeration system and the second to upgrade the sand filters, including a possible disinfection system. The approved 2017 budget for this project was \$1,215,000 and funding was \$911,250 from the OCIF grant funding program and \$303,750 from Sewers Capital Replacement Reserve.

With the loss of grant funding, the entire project clearly cannot proceed as originally proposed. It makes sense to proceed with the engineering and evaluation of options for upgrades to the sand filter at an approximate cost of **\$45,000**. This review would consider sand filter rehabilitation options and alternative filter technologies, including disinfection options to extend the discharge season through the winter months. The sewage lagoon typically achieves the ECA effluent quality limits in the winter, with the exception of E-Coli. The installation of a disinfection system would resolve this issue and facilitate an increase in the volume of winter discharge.

It is recommended to use the remaining funds to proceed with the tendering of the sewage lagoon aeration system upgrades at an estimated cost of **\$650,000** including engineering. This would require an additional **\$391,250** to be allocated from the Sewers Capital Replacement Reserve.

Operational Considerations:

Various alternatives were considered, as noted above

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:

Status of OCIF grant and options for Exeter Sewage Lagoons upgrades

Administrative Efficiency and Fiscal Responsibility

The proposed upgrades to the sewage lagoon aeration system will be through a public tendering procurement process to ensure fiscal responsibility. Engineering evaluation of the sand filter upgrades options will be through a competitive request for proposal procurement process to ensure fiscal responsibility.

Increased Communications and Municipal Leadership

Results of the public tender and the Engineering RFP will be communicated to Council and the public thorough report s to Council.

Transparent, Accountable and Collaborative Governance

Public reporting of the status of the grant application and consideration of other options, demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Ensuring sufficient wastewater treatment capacity and effluent quality is in compliance, results in increased public confidence; retention/attraction of businesses and economic development opportunities.

Financial Impact:

This recommended change would require an additional \$391,250 to be allocated from the Sewers Capital Replacement Reserve.

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

Status of OCIF grant and options for Exeter Sewage Lagoons
upgrades

2. Exeter Wastewater Treatment Facility ECA - NUMBER
6088-9FEREP
3. Approved 2017 Sewers Capital Budget.

Consultation:

Sandy Becker, Financial Services Manager was consulted on the financial aspects of this report. Shawn Young, Water/Sewer Foreman was consulted on the technical aspects of this report.

Attachments:

Copy of correspondence from OMAFRA dated February 21, 2017 regarding Ontario Community Infrastructure Fund (OCIF) Top-Up Application Component – 2016 Intake.

Respectfully submitted,

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

Don Giberson
Environmental Services Director

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer

**Ministry of Agriculture,
Food and Rural Affairs**

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

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Rural Programs Branch

February 21, 2017

Our File: OCIF AC3-3130

Dan Best, CAO
Municipality of South Huron
PO Box 759, 322 Main Street South
Exeter, Ontario N0M 1S6
cao@southhuron.ca

Dear Dan Best:

Re: Ontario Community Infrastructure Fund (OCIF) Top-Up Application Component – 2016 Intake

Thank you for your application under the 2016 OCIF Top-up Application Component.

Ontario is committed to helping small, rural and northern communities address critical infrastructure challenges. This commitment includes increasing the formula-based funding under OCIF to \$200 million per year by 2019 and increasing future top-up application funding to annual intakes of approximately \$100 million, starting this year.

Following a detailed review of the application and supporting materials you submitted, we are writing to inform you that the Exeter Sewage Lagoon Upgrades project has not been selected for funding.

Applications were reviewed and assessed based on the criteria outlined in the program guidelines. The ministry received hundreds of applications, and unfortunately demand for the program exceeds the funding available at this time.

Staff are available to provide additional details on your project's assessment. Should you have any questions, please do not hesitate to contact your Project Analyst, Lisa Moretti, via email Lisa.Moretti@ontario.ca or by calling (519) 826-5159 or 1-877-424-1300.

The 2017 OCIF Top-up Application Component intake will launch this spring. We invite you to submit a new application at this time.

Thank you for your interest in the OCIF Top-up Application Component.

Sincerely,

Joel Locklin
Manager, Infrastructure Renewal Programs



Good Things
Grow in Ontario
À bonne terre,
bons produits





Staff Report

To: Dan Best, Chief Administrative Officer

From: Don Giberson, Environmental Services Director

Date: June 19, 2017

Report: ESD.17.19

Subject: Exeter Water Tower Control Chamber

Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: Exeter Water Tower Control Chamber for information purposes.

Background and Analysis:

The purpose of this report is to update Council on the status of the Exeter Water Tower Control Chamber project and award of the detailed engineering.

On June 20, 2016 Council awarded a contract BM Ross and Associates for professional services related to the Exeter Water Tower Upgrades. This work involved the installation of a passive mixing system, including the replacement of obsolete water tower level regulator instrumentation and controls. The engineer has completed the design assignment for these upgrades and prepared the necessary documentation to proceed to tender.

During the pre-tender period, BM Ross suggested a lower cost alternative to the separate control chamber on the water tower intake/discharge pipe that had been approved in the 2017 Capital Budget. Further investigation confirmed that the existing valve chamber in the base of the water tower could be retrofitted and the existing manual valve replaced with an automated valve at considerable savings to the Municipality. In addition,

further savings could be realized by including this control chamber work with the tender already prepared for the other water tower upgrades.

Accordingly, a proposal was solicited from BM Ross to add this water tower control chamber work to the current assignment. BM Ross submitted a proposal in the total amount of \$9,500 plus HST to provide all engineering services related to design, preparation of specifications, contract documents and tender for the automated water tower fill/discharge line control valve, complete including electrical, mechanical and instrumentation design.

Operational Considerations:

The original alternative was to construct a separate buried reinforced concrete chamber on the water tower intake/discharge pipe in front of the water tower. This is a more expensive option, if the automated valve and associated equipment could not be accommodated in the existing concrete chamber in the base of the water tower.

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

The proposed upgrades to the Exeter Water Tower will be through a public tendering procurement process to ensure fiscal responsibility.

Increased Communications and Municipal Leadership

Results of the public tender will be communicated to Council and the public thorough reports to Council.

Transparent, Accountable and Collaborative Governance

Public reporting of the status of the Exeter water tower upgrades and consideration of other lower cost options, demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Ensuring safe reliable drinking water is essential to maintaining public confidence; retention/attraction of businesses and economic development opportunities.

Financial Impact:

Professional services allocated to this project was approved in the amount of \$15,000 in the 2017 Capital Budget. The total project cost as outlined in the 2017 Capital budget is \$175,000.

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
7. Approved 2017 Water Capital Budget.

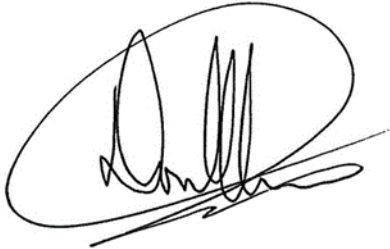
Consultation:

Sandy Becker, Financial Services Manager was consulted on the financial aspects of this report. Shawn Young, Water/Sewer Foreman was consulted on the technical aspects of this report.

Attachments:

None

Respectfully submitted,

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

Don Giberson
Environmental Services Director

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer



Staff Report

To: Dan Best, Chief Administrative Officer

From: Don Giberson, Environmental Services Director

Date: June 19, 2017

Report: ESD.17.20

Subject: 2017 Request for Proposals for Engineering Services

Recommendation:

That South Huron Council receive the report from Don Giberson, Environmental Services Director Re: 2017 Request for Proposals for Engineering Services, AND;

That South Huron Council accepts the proposal received from BM Ross and Associates and authorizes the award of a contract to BM Ross and Associates for professional services associated with the following projects:

- a) Dashwood Rd Watermain (Shipka Line - Bronson Line) in the amount of \$20,600.00 plus HST
- b) Shipka Line Watermain (South Road to Kirkton Road) in the amount of \$15,500.00 plus HST
- c) Watermain in Easement (Huron & McTaggart Line) in the amount of \$10,800.00 plus HST
- d) Rehabilitation of McTaggart Line Bridge #3038) in the amount of \$26,850.00 plus HST

That South Huron Council accepts the proposal received from GMBLuePlan Engineering Limited and authorizes the award of a contract to GMBLuePlan Engineering Limited for professional services associated with the following projects:

2017 Request for Proposals for Engineering Services

- a) Huron Street Reconstruction (Edward to Town Limit) in the amount of \$41,490.00 plus HST
- b) Engineering review of Exeter Sewage Lagoon Sand Filters in the amount of \$36,625.00 plus HST

Background and Analysis:

Professional Engineering services are required for the following 2017 Capital Projects:

1. Huron Street Reconstruction (Edward to Town Limit)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure, sanitary sewers, storm sewers, roadway, curbs and sidewalks. The construction phase of this project is proposed to be included in the 2018 Capital Budget.
2. Dashwood Road Watermain (Shipka Line - Bronson Line)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure. The construction phase of this project is proposed to be included in the 2018 Capital Budget.
3. Shipka Line Watermain (South Road to Kirkton Road)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals for the complete reconstruction of all waterworks infrastructure. The construction phase of this project is proposed to be included in the 2018 Capital Budget.
4. Watermain in Easement (Huron & McTaggart Line)
Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents, obtain approvals, tender and provide all construction related services for the complete reconstruction/realignment of all waterworks infrastructure in 2017.
5. Engineering review of Exeter Sewage Lagoon Sand Filters Rehabilitation
Review alternatives for the rehabilitation/replacement of the existing sand filters, including a review of disinfection alternatives, recommendations on alternatives (including potential for UV disinfection). Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals necessary to complete the works in the future.

2017 Request for Proposals for Engineering Services

6. McTaggart Line Bridge #3038

Review alternatives for the rehabilitation to a reinforced concrete bridge structure, including deck repairs, new barriers, overlay & waterproofing the deck; paving the deck and approaches. Design, prepare engineering drawings, prepare cost estimates, prepare tenders documents and obtain approvals necessary to complete the works in the future.

Accordingly, three Consultants, with proven track records, were invited to submit a proposal for professional engineering services necessary to carry out the above noted assignments. Proposals were requested on April 20, 2017 to be submitted to the Municipality prior to 1:00pm May 18, 2017.

Proposals were received from BM Ross & Associates, GMBLuePlan Engineers Limited and MTE Engineering prior to the submission deadline. The Proposals were reviewed by Sandy Becker, Jason Parr and Don Giberson. The RFP's were evaluated based on the criteria set out in the RFP and in accordance with to the Purchasing and Procurement By-Law.

The proposals were found to be in conformance with the submission requirements and within the approved budget amounts. The proposals excluded the cost of third party costs, such as geotechnical services. However, sufficient funds are available within the approved budgets to cover the cost of these third party costs. Discounts were offered by BM Ross for combining the Huron Street Reconstruction project and watermain replacement projects and this was considered in the evaluation.

Future costs for construction inspection and contract administration were considered for all projects. The BM Ross proposal for the rehabilitation of the McTaggart Line Bridge #3038 included several added value items that were also considered in the evaluation of their proposal.

All proposals were evaluated and BM Ross Engineers proposal received the highest scores for the following assignments:

- a) Dashwood Rd Watermain (Shipka Line - Bronson Line)
- b) Shipka Line Watermain (South Road to Kirkton Road)
- c) Watermain in Easement (Huron & McTaggart Line)
- d) Rehabilitation of McTaggart Line Bridge #3038

GMBLuePlan Engineers proposal received the highest scores for the following assignments:

- a) Huron Street Reconstruction (Edward to Town Limit)

2017 Request for Proposals for Engineering Services

b) Engineering review of Exeter Sewage Lagoon Sand Filters

Operational Considerations:

None were considered.

South Huron's Strategic Plan:

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

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

Administrative Efficiency and Fiscal Responsibility

The 2017 Engineering RFP was a competitive process in accordance with the Procurement By-law. The construction of all projects will be through a public tendering procurement process to ensure fiscal responsibility.

Increased Communications and Municipal Leadership

Results of the 2017 Engineering RFP and future construction tenders will be communicated to Council and the public through reports to Council.

Transparent, Accountable and Collaborative Governance

Public reporting of the results of the 2017 Engineering RFP demonstrates commitment to transparent, accountable and collaborative governance.

Dedicated Economic Development Effort

Ensuring safe reliable drinking water, wastewater and transportation services is essential to maintaining public confidence; retention/attraction of businesses and economic development opportunities.

Financial Impact:

The cost of all 2017 engineering work is within the overall amounts approved in the Transportation and Environmental Services Budgets, with the exception of the project to replace the watermain in the easement (Huron & McTaggart Line). This project is \$3,300 over the estimated engineering cost.

2017 Request for Proposals for Engineering Services

However, this is more than offset by the savings realized on all other water related projects.

A summary and breakdown of these costs are as follows:

FINANCIAL ANALYSIS SUMMARY					
2017 Engineering Services Proposal Costs					
		Total	Sanitary	Water	Roads
Huron Street Reconstruction (Edward to Town Limit)	G&M	\$41,490.00	\$12,447.00	\$8,298.00	\$20,745.00
Dashwood Rd Watermain (Shipka Line - Bronson Line)	BMRoss	\$20,600.00	\$0.00	\$20,600.00	\$0.00
Shipka Line Watermain (South Road to Kirkton Road)	BMRoss	\$15,500.00	\$0.00	\$15,500.00	\$0.00
Watermain in Easement (Huron & McTaggart Line)	BMRoss	\$10,800.00	\$0.00	\$10,800.00	\$0.00
Upgrade Exeter Sewage Lagoon Sand Filters	G&M	\$36,625.00	\$36,625.00	\$0.00	\$0.00
Rehabilitation of McTaggart Line Bridge #3038	BMRoss	\$26,850.00	\$0.00	\$0.00	\$26,850.00
	Subtotal	\$151,865.00	\$49,072.00	\$55,198.00	\$47,595.00
	Non-recoverable HST	\$2,672.73	\$863.64	\$971.45	\$837.64
	TOTAL	\$154,537.73	\$49,935.64	\$56,169.45	\$48,432.64
2017 Budget					
		Total	Sanitary	Water	Roads
Huron Street Reconstruction (Edward to Town Limit)		\$190,000.00	\$60,000.00	\$70,000.00	\$60,000.00
Dashwood Rd Watermain (Shipka Line - Bronson Line)		\$25,000.00	\$0.00	\$25,000.00	\$0.00
Shipka Line Watermain (South Road to Kirkton Road)		\$25,000.00	\$0.00	\$25,000.00	\$0.00
Watermain in Easement (Huron & McTaggart Line)		\$7,500.00	\$0.00	\$7,500.00	\$0.00
Upgrade Exeter Sewage Lagoon Sand Filters		\$50,000.00	\$50,000.00	\$0.00	\$0.00
Rehabilitation of McTaggart Line Bridge #3038		<u>\$65,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$65,000.00</u>
	Subtotal	\$362,500.00	\$110,000.00	\$127,500.00	\$125,000.00
	Net Difference (savings)	\$207,962.27	\$60,064.36	\$71,330.55	\$76,567.36
Proposed 2018 Engineering Services Costs					
		Total	Sanitary	Water	Roads
Huron Street Reconstruction (Edward to Town Limit)	G&M	\$94,270.00	\$18,854.00	\$28,281.00	\$47,135.00
Dashwood Rd Watermain (Shipka Line - Bronson Line)	BMRoss	\$33,700.00	\$0.00	\$33,700.00	\$0.00
Shipka Line Watermain (South Road to Kirkton Road)	BMRoss	\$25,400.00	\$0.00	\$25,400.00	\$0.00
Watermain in Easement (Huron & McTaggart Line)	BMRoss	\$14,700.00	\$0.00	\$14,700.00	\$0.00
Upgrade Exeter Sewage Lagoon Sand Filters	G&M	\$0.00	\$0.00	\$0.00	\$0.00
Rehabilitation of McTaggart Line Bridge #3038	BMRoss	<u>\$26,000.00</u>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$26,000.00</u>
	Subtotal	\$194,070.00	\$18,854.00	\$102,081.00	\$73,135.00
	Non-recoverable HST	\$3,415.52	\$331.82	\$1,796.56	\$1,287.13
	TOTAL	\$197,485.52	\$19,185.82	\$103,877.56	\$74,422.13

Legal Impact:

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

2017 Request for Proposals for Engineering Services

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
7. Approved 2017 Water, Sewer and Transportation Capital Budgets.

Consultation:

Sandy Becker, Financial Services Manager was consulted on the financial aspects of this report. Jason Parr, Transportation Services Manager and Shawn Young, Water/Sewer Foreman were consulted on the technical aspects of this report.

File or Reference

F18

Attachments:

None

2017 Request for Proposals for Engineering Services

Respectfully submitted,

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

Don Giberson
Environmental Services Director

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer



Staff Report

To: Dan Best, Chief Administrative Officer

From: Jo-Anne Fields, Community Services Manager

Date: June 19, 2017

Report: CSD.17.02

Subject: Port Blake Beach Day Park Project Update

Recommendation:

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Port Blake Beach and Day Park Project Update, AND;

That Staff proceed with Phase 1 of the project in accordance with the Municipality of South Huron Procurement policy' AND;

That after coordinating with key partners a final design be brought back to Council for consideration, AND

That Council authorize Councillor Vaughan to be available to Administration to act as a resource for the project;

Background and Analysis:

The Municipality of South Huron Recreation Master Plan, completed in November 2009 recommended that the "Municipality prepare a Management, Business Plan, and Master for Port Blake Park."

Port Blake Beach and Day Park Accessibility Projects

In March 2013, the Port Blake Beach and Day Park Master Plan Report was completed by the Richard Ivey School of Business students through the University of Western Ontario.

A number of recommendations were contained within the document to build upon Port Blake's natural differentiators in order to make it the destination of choice by:

- Improving the facilities and layout of the park in a manner that provides the most value to park users
- Creating a brand image and marketing campaign that will reach and resonate with park users
- Manage operations of the park in a way that provides positive net income for South Huron

Specific capital investment recommendations from the 2013 Master Plan included:

- Accessible stairway for beach access
- Playground equipment to engage youth
- Washroom/change room improvements
- Refurbished roadway and parking lot layout

On February 16, 2016, Strik Baldinelli Moniz Civil Structural Services (SBM) was awarded a contract to provide design and construction costs for the two Port Blake Beach and Day Park Accessibility Projects, including the following:

- Port Blake Beach Park Access
- Port Blake Beach Washroom and Change Room Renovations

Subsequently, in fall, 2016 a tender was issued to conduct the scope of work for the beach park access, washrooms and change rooms. The tender closed October 11, 2016. Three (3) proposals were received and were as follows:

Contractor	Bid Price (HST not included)
SDI Builders 2010 Ltd.	\$376,726.20
K&L Construction (Ontario) Ltd.	\$376,968.00
Mclean Taylor Construction Ltd.	\$456,000

Port Blake Beach and Day Park Accessibility Projects

The tender was significantly over the budgeted amount of \$211,000. Moving forward, it was anticipated that the scope of the project would need to be adjusted to meet budget parameters.

As part of the 217 budget process, Council approved a total capital budget of \$414,578 (construction, engineering and non-recoverable HST. The financial breakdown is highlighted in Capital Project Form 2017-RS-2 in greater detail and incorporated as part of the 2017 budget package.

From feedback received during budget deliberations, Administration has had the opportunity to take a more fulsome review of the project. In addition, there is great opportunity to collaborate and partner with other agencies to revitalize the park that would provide amenities, education/awareness and the opportunity to repatriate natural vegetation, flora and trees (Carolinian Forest).

Moving forward, the project is recommended to continue to be phased with the key infrastructure to be constructed in fall 2017 including the following as part of Phase 1:

- Large (approximately 20'x30" minimum) sunset deck accessible by ramp including benches that would have composite decking for durability and ease of maintenance
- Removal of the tires as part of a walkway to the beach and incorporate a "boardwalk" style design
- Proper parking lot(s) design
- Lighting for security and safety at night
- Fully accessible washroom
- Improved admission area

Phase 2 would be to coordinate and collaborate with key partners to focus on reforestation, natural vegetation and education/awareness and conservation strategies/awareness. Key partners that could should be consulted include the following:

- Ausable Bayfield Conservation Authority
- Communities in Bloom
- Lake Huron Centre For Coastal Conservation
- Carolinian Canada Coalition
- County of Huron Forestry Services
- Rotary Club in Grand Bend
- Healthy Kids Community Challenge
- Community Sponsorships

Port Blake Beach and Day Park Accessibility Projects

After consultation, a subsequent report to Council will be brought forward that will provide a more fulsome detail and design for Port Blake focusing on establishing an enhanced amenity and destination that tells our eco story for our community and visitors for future generations.

Operational Considerations:

- Do nothing. This is not recommended by Administration.
- Proceed with the implementation plan as presented including phasing and collaboration with key stakeholders. This is the recommended option and most closely aligns with priorities identified in the Strategic Plan.

South Huron's Strategic Plan:

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

- ✓ Improve and Enhance the Quality of Recreation Facilities
- ✓ Administrative Efficiency and Fiscal Responsibility
- ✓ Increased Communications and Municipal Leadership
- ✓ Transparent, Accountable, and Collaborative Governance

Financial Impact:

For 2017 a budget of \$414,578 was approved in the capital budget for construction and engineering services for the Port Blake Beach and Day Park project.

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

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

Port Blake Beach and Day Park Accessibility Projects**Consultation:**

Chief Administrative Officer

Attachments:

None

Respectfully submitted,


Jo-Anne Fields
Community Services Manager

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer



Staff Report

To: Dan Best, Chief Administrative Officer

From: Jo-Anne Fields, Community Services Manager

Date: June 19, 2017

Report: CSD.17.09

Subject: Self-propelled Lawn Mower Tender Results – SH-17-RS-02

Recommendation:

That South Huron Council receives the report from Jo-Anne Fields, Community Services Manager re: Self-propelled mower Tender Results – SH-17-RS-01;

And that Council accepts the Request for Tender to purchase a self-propelled mower, as submitted by Delta Power Equipment, Mitchell, in the amount of \$30,254.62 including HST.

Background and Analysis:

This is a carry-over capital item from the 2016 capital budget. Throughout the summer months in 2016, options were explored, however through our efforts, we were unable to secure a machine that suited our needs and remained within the 2016 budget amount.

Staff increased the previous 2016 budgeted amount to enable purchase of a unit with the proper specifications that meet Community Service Department needs.

Self-propelled lawn mower Tender Results – SH-17-RS-02

The self-propelled unit is designed to cut large areas of open space and playing fields.

The request for tender closed on Wednesday, May 31, 2017 at 1:00 pm. One (1) proposal was received and opened by Deputy Mayor Frayne, Sandy Becker and Jo-Anne Fields. Tender received was complete and accurate. The following are the results of the tender.

Contractor	Price (Excluding HST)	HST	Total Cost (Including HST)
Delta Power Equipment	26,774.00	3,480.62	30,254.62

The only proposal received was by Delta Power Equipment in the amount of \$30,254.62, including HST.

South Huron's Strategic Plan:

6.1.1.1 Strategic Vision Goals

- Ensuring the condition of municipal infrastructure is maintained and planned for

Financial Impact:

This project was approved in the 2017 capital budget in the amount of \$30,000.00 including HST.

Contract Price (Prior to HST)	\$26,774.00
Non-Recoverable HST	\$471.22
TOTAL	\$27,245.22
2017 Capital Budget	\$30,000.00
Net Difference	\$2,754.78

The total cost of the contract including non-recoverable HST is within the amount approved in the 2017 Capital Budget.

Legal Impact:

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

Staffing Impact:

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

Policies/Legislation:

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

Consultation:

Chief Administrative Officer – Consulted with the CAO to review report.

Financial Services Manager/Treasurer – Consulted with the Financial Services Manager/Treasurer to review and comment on report.

Attachments:

- N/A

Respectfully submitted,



Jo-Anne Fields
Community Services Manager

I concur with this report.

Dan Best MPA, BA
Chief Administrative Officer



Staff Report

Report To:	Dan Best, Chief Administrative Officer
From:	Genevieve Scharback, Corporate Services Manager/Clerk
Date:	June 19, 2017
Report:	11-2017
Subject:	Bill 68 – Modernizing Ontario’s Municipal Legislation Act, 2017

Recommendations:

That South Huron Council receives the report from G. Scharback, Corporate Services Manager/Clerk re: Bill 68 – Modernizing Ontario’s Municipal Legislation Act, 2017.

Purpose:

To provide Council with an update regarding the changes to municipal legislation included in Bill 68.

Background and Analysis:

Bill 68 – Modernizing Ontario’s Municipal Legislation Act, 2017 received Royal Assent on May 30, 2017. The Act is the result of the review of three key elements of Ontario’s municipal legislative framework: the Municipal Act, 2001, City of Toronto Act, 2006 and the Municipal Conflict of Interest Act.

Most of the key changes for municipalities will come into force on proclamation, the date of which is unknown at this time, or on January 1, 2018, with many election related changes coming into force on April 1, 2018.

Key highlights of the Act are attached hereto for Council’s information. More information will be provided when it becomes available, when proclamation dates are known and Regulations are established by the Minister for specific sections of the Act.

Operational Considerations:

Staff will continue to update Council and ensure that South Huron is in compliance with legislative changes as they come into force.

South Huron's Strategic Plan:

Section 6.2.2 of the Municipality of South Huron 2015- 2019 Strategic Plan identifies transparent, accountable and collaborative governance as a strategic objective.

Financial Impact:

N/A

Legal Impact:

N/A

Staffing Impact:

N/A

Policies/Legislation:

Bill 68

Municipal Act

Municipal Conflict of Interest Act

Municipal Election Act

Consultation:

MMAH

Related Documents:

Respectfully submitted,



Genevieve Scharback

Corporate Services Manager/Clerk

I concur with this report.

Dan Best MPA, BA

Chief Administrative Officer

Key Highlights of Bill 68 – Modernizing Ontario’s Municipal Legislation Act, 2017

Please note sections of the Act have yet to be proclaimed prior to many of the following amendments coming into force, many other sections come into force on January 1, 2018 or April 1, 2018. AMCTO will be providing training for municipal staff if needed and guidance documents to assist municipalities with implementing necessary changes.

Codes of Conduct

- Now mandatory rather than optional;
- Regulations yet to be prescribed by the Minister.

Integrity Commissioners (I.C.)

- Now mandatory rather than optional;
- Expanded authority to include Municipal Conflict of Interest Act (MCIA);
- Upon completion of MCIA inquiry I.C. may bring matter to court;
- Power to provide advice to councils and local boards about their codes of conduct and MCIA obligations;
- Broader responsibility for member and public education;
- Municipalities will need to indemnify Integrity Commissioners;
- Rules related to regular elections – inquiries not completed by nomination day shall be terminated, no inquiries allowed between nomination day and election day.

Municipal Conflict of Interest Act

- Range of penalties expanded, judges have more latitude
- Declarations must be in writing;
- Municipalities must create a registry, available to the public, to track all registered conflicts of interest.

Closed, Open and Electronic Meetings

- Clearer definition of a “meeting” – requires a quorum and that matters discussed “materially advances” the business or decision-making of Council;
- Expanded number of discretionary exemptions where councils can meet in closed session including:
 - Information supplied in confidence by the federal or provincial government or crown agency/corporation,
 - Certain third party information supplied in confidence,
 - Trade, financial or commercial information that belongs to the municipality and has potential monetary value,
 - Information related to negotiations being conducted by or with the municipality.

- Councillors may take part in a meeting electronically if there is an in-person quorum, open meetings only.

Fiscal Sustainability

- No new revenue tools;
- More investment options
- Allow tax sales to start faster, easier to complete;
- Technical changes to property taxation – more information when it becomes available.

Staff – Council Relations

- Formal policy required on staff-council relations, addressing the formal roles and responsibilities of public servants and members of council.

Administrative Monetary Penalties (AMP)

- Authority to use AMPs for broader range of offences, beyond parking.

Municipal Elections

- Term of office will begin on December 1 for the 2018 election (transitional rule) and will be November 15 for each election thereafter.
- Regulation will prescribe formula to identify municipalities where the requirement of 25 eligible voters to sign a nomination form is not required.
- Contribution limit changes from \$750 to \$1,200

Community Hubs

- Minister gains authority to impose regulations on community hubs.

Parental Leave

- reduce barriers for women and new parents elected to municipal governments and school boards by allowing time off for pregnancy or parental leave



LISA THOMPSON, MPP

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News



MPP Lisa Thompson and South Huron Mayor Maureen Cole to host event celebrating remarkable women in Huron County

May 26, 2017

QUEEN'S PARK – In celebration of Canada's 150th and the 100th anniversary of women's right to vote, MPP for Huron-Bruce Lisa Thompson and South Huron Mayor Maureen Cole will be co-hosting an event celebrating a Remarkable Assembly of Huron County Women. At the event, which is open to the public, over 150 remarkable women from across Huron County will be recognized for their contributions to their communities.

"Huron is home to so many incredible women: entrepreneurs, community advocates, elected officials, athletes, writers, community volunteers, entertainers, and artists. What they have in common is that they are all role models in their community and are an inspiration to women everywhere," said Thompson.

The event will take place on June 15th at the South Huron Recreation Centre. There will be a 6:30 pm reception and a 7:00 pm dinner. MPP Thompson will be partnering with South Huron Mayor Maureen Cole, who is also one of the women being recognized at the event.

“This is a wonderful opportunity to salute the women of Huron County,” said Mayor Cole. “Our community is the vibrant, welcoming place that it is today because of their contributions. These incredible women lead by example to make a positive difference in their communities, and we are very grateful for all that they do.”

The event will be open to the public. Tickets for the event are \$15 each. Please contact Lisa at 519-523-4251 or email lisa.thompson@pc.ola.org, or call Maureen at 519-630 2891 by June 9th to reserve yours today!

– 30 –

Share this:



Stay in Touch

email address	Send me updates
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Blyth Office

408 Queen Street, PO Box 426
Blyth, ON N0M 1H0
Phone: 519-523-4251
Toll Free: 1-800-668-9320
Fax: 226-523-9296

Kincardine Office

807 Queen Street, Unit 2
Kincardine, ON N2Z 2Y2
Phone: 519-396-3007
Toll Free: 1-866-396-3007
Fax: 519-396-3011



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Ministry of Citizenship
and Immigration

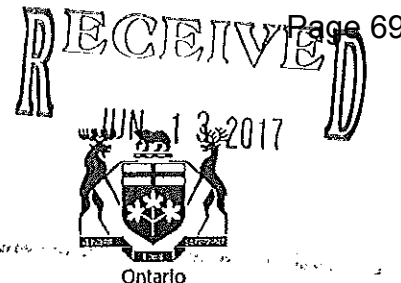
Minister

6th Floor, 400 University Avenue
Toronto ON M7A 2R9
Tel.: 416 325-6200
Fax: 416 325-6195

Ministère des Affaires civiques
et de l'immigration

Ministre

400, avenue University, 6^e étage
Toronto ON M7A 2R9
Tél. : 416 325-6200
Télééc. : 416 325-6195



May 2017

Dear Friends,

It is my pleasure to send you this call for nominations for the **Ontario Medal for Good Citizenship**.

Established in 1973, the Ontario Medal for Good Citizenship honours Ontarians who, through exceptional, long-term efforts, have made outstanding contributions to community life.

Recipients will be presented with their medal by the Lieutenant Governor of Ontario at a special ceremony at Queen's Park.

To submit a nomination for this award:

- a) Visit ontario.ca/honoursandawards.
- b) Select the category based on award type.
- c) Click on the **Ontario Medal for Good Citizenship**.
- d) Download the PDF form.
- e) Review the eligibility criteria and instructions carefully.
- f) Fill out the form and then submit it **no later than July 17, 2017**. Instructions for submitting your nomination package can be found on the website.

If you have any questions please call 416-314-7526, toll free 1-877-832-8622 or TTY 416-327-2391, or email ontariohonoursandawards@ontario.ca.

I hope you will take this opportunity to acknowledge an outstanding citizen in your community. The men and women we honour stand as shining examples to us all.

Thank you for your attention to this important recognition program.

Sincerely,

Laura Albanese
Minister

**Ministry of
Municipal Affairs**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M5G 2E5
Tel.: 416 585-7000
Fax: 416 585-6470

**Ministère des
Affaires municipales**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M5G 2E5
Tél. : 416 585-7000
Télec. : 416 585-6470



17-73965

Dear Head of Council,

I am pleased to announce Bill 68 – the *Modernizing Ontario's Municipal Legislation Act, 2017* received Royal Assent on May 30, 2017.

The *Modernizing Ontario's Municipal Legislation Act, 2017* is the result of the review of three key elements of Ontario's municipal legislative framework: the *Municipal Act, 2001*, *City of Toronto Act, 2006* and the *Municipal Conflict of Interest Act*. This package of amendments includes feedback that we heard from municipalities, the public and other stakeholders during 2015's Municipal Legislation Review.

The legislation, as amended, helps make our local governments more open, accountable and flexible in responding to the needs of residents. These changes will:

- Increase fairness and reduce barriers for women and parents elected to municipal governments and school boards by allowing time off for pregnancy or parental leave
- Provide broader municipal investment powers to eligible municipalities that may help raise more revenue to improve local infrastructure
- Ensure the public and municipal councillors have access to integrity commissioners with a broadened role related to conflicts of interest and municipal codes of conduct
- Enhance local government accountability and integrity across the province by requiring municipalities to have a code of conduct for members of municipal councils and local boards

For a copy of Bill 68 – the *Modernizing Ontario's Municipal Legislation Act, 2017* please visit the Legislative Assembly of Ontario website: www.ontla.on.ca.

Thank you for your help to ensure that our communities remain vibrant and strong, and have the tools they need to address their changing needs. Please accept my best wishes.

Sincerely,

Bill Mauro
Minister

RECEIVED
JUN 09 2017



THE
COLLEGE
OF
PHYSICIANS
AND
SURGEONS
OF
ONTARIO

June 2017

TO: MAYOR, CITY CLERK AND COUNCILLORS:

**Nominate an Outstanding Ontario Physician in Your Community
The College of Physicians and Surgeons of Ontario Council Award**

The College of Physicians and Surgeons (CPSO) is now accepting nominations for the **2018 Council Award**. The Council Award honours outstanding Ontario physicians who have demonstrated excellence and embody a vision of the “ideal physician”.

The criteria for selecting a physician for the Council Award are outlined in the enclosed brochure and nomination form. The criteria are based upon eight “physician roles” that reflect society’s expectations of what is needed to practise modern medicine.

Through the award, the College honours Ontario physicians whose performance in each of these roles is outstanding, recognizing that individual physicians will demonstrate more extensive expertise in some roles than in others.

If you know of a physician who meets the selection criteria, please nominate him or her for the Council Award.

The deadline for receipt of nominations is October 2, 2017 at 5 p.m.

For further information, please contact the Council Awards Program at 416-967-2600 or 1-800-268-7096 extension 611 or CPSOaward@cpso.on.ca.

Council Award

Nomination Form

If more space is required, please include additional pages.

NOMINEE

Name of nominee:

Address:

Telephone number:

work

mobile

E-mail address:

Date and place of birth:

Degrees earned

(Degree, School, Year):

Specialty, if any:

Type of practice:

Faculty appointments, if any:

Previous honours and awards:

NOMINATOR

Name:

Address:

Telephone number:

E-mail address:

Please indicate your relationship
to the Nominee:

SECONDER (must be provided)

Name:

Address:

Telephone number:

E-mail address:

Deadline for nomination submission is **October 2, 2017 at 5 p.m.**

Sue Johnson

From: Robbins, Marilyn <Marilyn.Robbins@lhins.on.ca>
Sent: Wednesday, June 07, 2017 4:22 PM
To: Robbins, Marilyn
Subject: South West Local Health Integration Network Board of Directors Recruitment
Attachments: PAS 1778 SW LHIN.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Please forward as appropriate

We are recruiting for the South West Local Health Integration Network Board of Directors
PAS File # PAS-1778
Apply by June 20, 2017

The Ontario Government is seeking local citizens interested in, and qualified for service on the South West Local Health Integration Network Board of Directors.

The South West Local Health Integration Network (LHIN) is a crown agency responsible for the planning, integration and funding of nearly 150 health service providers including hospitals, long-term care homes, mental health and addictions agencies, community support services, and community health centres. The LHIN also now has the responsibility to deliver home and community care services to the residents in its geography. The South West covers an area from Lake Erie to the Bruce Peninsula and is home to almost one million people.

This is a time of great opportunity for positive change at the LHIN. Under the *Patients First Act, 2016*, LHINs expanded responsibilities include the delivery of home and community care services, and primary care planning so that these services will be better integrated with the rest of Ontario's health care system. The *Patients First Act, 2016*, will strengthen the LHINs' accountability for local health service planning and performance, as well as support the goal of providing care that is more integrated and responsive to local needs.

As a member of the South West LHIN Board of Directors, you will be responsible for directing its affairs in accordance with applicable legislation, approved strategic and business plans, the accountability agreement with the Ministry of Health and Long-Term Care, and the directions and policies established by the Ministry of Health and Long-Term Care.

Serving on a LHIN Board is a part-time appointment, involving a significant commitment, often involving meetings and/or teleconferences during and outside normal business hours. Candidates should consider their ability to make such a commitment as part of their decision to express their interest in serving on the LHIN Board.

Candidates should have significant experience in areas that would be relevant to the LHIN position, including one or more of the following areas:

- Health
- Governance
- Community Engagement
- Finance and Accounting
- Management
- Law

- Human Resources
- Communications and Marketing
- Information Management
- Labour Relations
- Public Sector Knowledge

Members of the public who represent the linguistic, cultural and geographic diversity of the LHIN region, including those from rural communities, including the Counties of Grey and Bruce, are encouraged to apply for these vacancies.

Members are appointed by Order-In-Council for a term of up to three years and are subject to renewal. It is anticipated that a LHIN Board member may be expected to commit approximately two days per month to Board matters with additional time for Committees.

A LHIN Board member will receive a per diem rate of \$200.00. To fulfill the Board's mandate, Board members often travel to attend off-site meetings with residents and health service providers, to meet ministry officials, and to participate in working groups and educational sessions. Appointees will receive reimbursement for reasonable expenses in accordance with the Management Board of Cabinet's Travel, Meal and Hospitality Expenses Directive and LHIN Board Per Diem and Expense Guidelines. Following direction from the Minister of Health and Long-Term Care, all expenses for members of the South West LHIN Board of Directors will be posted on South West LHIN's public website.

All applications must quote the file number PAS-1778 and be received by the closing date. If not applying online, applications must be signed and received by email, fax, mail or hand delivery no later than June 20, 2017 (application deadline).

All persons applying to serve on the Board of Directors of the South West Local Health Integration Network (LHIN) **must apply through the Public Appointments Secretariat (PAS).**

For additional information around requirements to serve as a member of a LHIN Board of Directors, please visit the PAS website at: www.pas.gov.on.ca.

Further information is available on the South West LHIN website at <http://www.southwestlhin.on.ca/boardandgovernance/BoardRecruitment.aspx>

Marilyn Robbins
Executive Office Assistant

South West Local Health Integration Network
201 Queens Avenue, Suite 700, London, ON, N6A 1J1
marilyn.robbs@lhins.on.ca / Tel: 519-640-2561 / Toll Free: 1-866-294-5446

A healthier tomorrow
southwestlhin.on.ca
@SouthWestLHIN

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We are recruiting for the

South West Local Health Integration Network Board of Directors

PAS File # PAS-1778

Apply by June 20, 2017

The Ontario Government is seeking local citizens interested in, and qualified for, service on the South West Local Health Integration Network (LHIN) Board of Directors.

LHINs make Ontario's health care system more patient-centered and responsive to local health care needs by planning, integrating and funding the delivery of health services, as well as providing home and community services in each of the 14 LHIN geographic areas.

This is a time of great opportunity for positive change at the LHIN. Under the *Patients First Act*, LHINs expanded responsibilities include the delivery of home and community care services, and primary care planning so that these services are better integrated with the rest of the health care system. The Act strengthens LHIN's accountability for local health service planning and performance, and supports providing care that is more integrated and responsive to local needs.

Qualifications

As a member of the South West LHIN Board of Directors, you will be responsible for directing its affairs according to applicable legislation, approved strategic and business plans, the accountability agreement with the Ministry of Health and Long-Term Care, and the directions and policies established by the Ministry. Serving on a LHIN Board is a part-time appointment, involving a significant commitment, often involving meetings and/or teleconferences during and outside normal business hours. Candidates should consider their ability to make such a commitment as part of their decision to express interest in serving on the Board.

Candidates should have experience in one or more of the following areas:

- Health
- Community Engagement
- Management
- Human Resources
- Information Management
- Public Sector Knowledge
- Governance
- Finance and Accounting
- Law
- Communications and Marketing
- Labour Relations

Members of the public who represent the linguistic, cultural and geographic diversity of the LHIN region, including those from rural communities such as the Counties of Grey and Bruce, are encouraged to apply.

Download the full English/French posting directly from the Public Appointments Secretariat website.

For more information, visit www.pas.gov.on.ca,
select your preferred language, select the agencies list and find
Local Health Integration Network – South West.

For more information on the South West LHIN, please visit southwestlhin.on.ca



From: AMO Communications <communicate@amo.on.ca>
Date: June 8, 2017 at 5:32:07 PM EDT
To: "t.oke@southhuron.ca" <t.oke@southhuron.ca>
Subject: AMO Needs Your Attention and Assistance

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June 8, 2017

Members of Council and Heads of Administration:

Below are three critical matters that are our immediate focus and will impact you somehow. You and your senior management should be aware of them, as they will move forward in the next few weeks:

- i. Proposed Asset Management Regulation is posted for comment until July 24 on the EBR (Registry Number: 013-0551) Why should you care? The regulation proposes more criteria (e.g., establishing service levels, undertaking an operational cost analysis including matters such as energy costs). It standardizes the way municipal asset management plans will be done in a rather aggressive, but phased, timeframe. Many local governments will likely need to update and expand their plans to meet the proposal. The Ministry did a consultation last year. Our advice to the government was that a regulation was not the best path forward, and the timing and the capacity challenges (staff and financial) are significant. Many councils and senior staff need to consider how this will affect them locally and provide their input: <https://www.ebr.gov.on.ca>.
- ii. WSIB is drafting a policy on chronic mental stress injuries in the workplace. Consultation ends July 7. The budget bill (Bill 127) allows for this type of claim. It feels as open-ended as the workplace harassment legislation, which in essence left it to the courts to determine based on case evidence. Finding balance in this is challenging: <http://www.wsib.on.ca>.
- iii. *Fair Workplaces, Better Jobs Act, 2017* (Bill 148) proposes new requirements for all employers including municipal governments. There is certainly growing concern about the impacts on the private sector. As of today, there is no information on when the provincial Standing Committee will start hearings or where:
http://www.ontla.on.ca/web/bills/bills_detail.do?locale=en&Intranet=&BillID=4963.

AMO's Board meets June 16 to consider its response to these items. We will send you some information on June 19. At that point, we will be looking for additional voices. Be ready. Stay tuned.

Session: May 23, 2017

Seconded By: B. Bel

Be it resolved that the municipality of Brockton oppose the amendment to the Conservation Authorities Act.



The Corporation Of The Municipality Of South Huron

By-Law #36-2017

Being a by-law to appoint a Community Emergency Management Coordinator

Whereas the *Emergency Management and Civil Protection Act*, R.S.O. 1990, chapter E.9, requires every municipality to develop and implement an emergency management program and the council to adopt by by-law the emergency management program; and

Whereas Ontario Regulation 380/04 made pursuant to the *Emergency Management and Civil Protection Act*, requires every municipality to designate an employee of the municipality or a member of the council as its Community Emergency Management Program Coordinator who shall co-ordinate the development and implementation of the municipality's emergency management program within the municipality and shall co-ordinate the municipality's emergency management program in so far as possible with the emergency management programs of other municipalities, of ministries of the Ontario government and of organizations outside government that are involved in emergency management; and

Whereas the Council of the Municipality of South Huron passed a by-law which established an emergency management program for the protection of public safety, health, the environment, the critical infrastructure and property and to promote economic stability and a disaster resilient community; and

Whereas the Council of the Municipality of South Huron wishes to appoint a Community Emergency management Coordinator ("CEMC");

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

1. That David Campbell is hereby appointed the Community Emergency Management Coordinator of the Corporation of the Municipality of South Huron.
2. That By-law No. 05-2015 shall be repealed in its entirety.
3. That this By-Law shall come into force and take effect upon its passing.

Read a first and second time this 19th day June, 2017.

Read a third time and passed this 19th day of June, 2017.

Maureen Cole, Mayor

Genevieve Scharback, Clerk



The Corporation Of The Municipality Of South Huron

By-Law #37-2017

Being a by-law to appoint members to the Corporation of the Municipality of South Huron Emergency Management Program Committee

Whereas Council of the Municipality of South Huron passed a by-law which established an emergency management program for the protection of public safety, health, the environment, the critical infrastructure and property and to promote economic stability and a disaster resilient community; and

Whereas Section 11 of the Ontario Regulation 180/04 of the *Emergency Management and Civil Protection Act* describes that “every municipality shall have an emergency management program committee”; and

Whereas the Emergency Management Program Committee will cause the emergency management program to be reviewed annually and to recommend changes to the program as considered appropriate and refer recommendations to Council for further review and approval;

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

1. That the South Huron Emergency Management Program Committee be established.
2. That the South Huron Emergency Management Program Committee consist of:
 - Mayor
 - Members of the Municipality of South Huron Control Group
 - Community Emergency Management Program Coordinator
3. That this By-Law shall come into force and take effect upon its passing.

Read a first and second time this 19th day June, 2017.

Read a third time and passed this 19th day of June, 2017.

Maureen Cole, Mayor

Genevieve Scharback, Clerk



The Corporation Of The Municipality Of South Huron

By-Law #38-2017

Being a By-Law to authorize entering into an Agreement with Simply Voting Inc. for the provision of an Internet and Telephone Voting System for the 2018 Municipal Election

Whereas the *Municipal Act, 2001*, as amended, provides under Section 5(1) that the powers of a Municipality shall be exercised by its Council and under Section 5(3) provides that a municipal power shall be exercised by By-Law; and

Whereas the *Municipal Act, 2001*, as amended, provides under Section 9 that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

Whereas the Municipality of South Huron deems it desirable to enter into an agreement with Simply Voting Inc. for the provision of an internet and telephone voting system for the 2018 municipal election;

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

1. That the Mayor and Clerk are hereby authorized to execute the Agreement with Simply Voting Inc., identified as Schedule 'A' and attached hereto.
2. That Schedule 'A' shall form an integral part of this By-Law.
3. That this By-Law takes effect upon the date of final passing.

Read a first and second time this 19th day of June, 2017.

Read a third and final time this 19th day of June, 2017.

Maureen Cole, Mayor

Genevieve Scharback, Clerk

Schedule "A" to By-Law #38-2017

MEMORANDUM OF AGREEMENT

BY AND BETWEEN: Simply Voting Inc.
 5253 Decarie Boulevard, Suite 250
 Montreal, QC H3W 3C3
 Canada

Hereinafter referred to as VENDOR

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

Hereinafter referred to as PURCHASER

WITNESSETH THAT IT IS COVENANTED AND AGREED AS FOLLOWS:

1. VENDOR does hereby sell to PURCHASER, the latter hereby accepting, the Simply Voting managed election service, as described in the Simply Voting proposal, for the cost of \$1.47 plus HST per elector payable by PURCHASER to VENDOR by cheque following the election;
2. The parties agree that this Agreement be governed by the laws of the Province of Quebec and shall be deemed to have been entered into at South Huron, Ontario.
3. This Agreement is also subject to the Terms of Service Agreement attached hereto as Addendum "A".
4. This Agreement is also subject to the Privacy Policy attached hereto as Addendum "B".
5. The parties to the present Agreement agree that same be drawn up in the English language. Les parties aux présentes conviennent que la présente entente soit rédigée en langue anglaise.

DONE AND EXECUTED AT SOUTH HURON, ONTARIO, ON JUNE 14th, 2017.

Simply Voting Inc.
 VENDOR

Municipality of South Huron
 PURCHASER

Brian Lack, President

Genevieve Scharback, Clerk

Maureen Cole, Mayor

Addendum “A” - Simply Voting Terms of Service

The Simply Voting online voting system ("VOTING SYSTEM") consists of all public and restricted websites and software found at www.simplyvoting.com. VOTING SYSTEM is owned and operated by Simply Voting Inc.

This Terms of Service Agreement ("Agreement") governs your use of VOTING SYSTEM. By using and/or accessing VOTING SYSTEM, you are agreeing to be bound by this Agreement. If you do not agree with any of the terms of this Agreement, you are prohibited from using and/or accessing VOTING SYSTEM.

PRIVACY

Simply Voting will not edit or disclose your private VOTING SYSTEM records or content, except that you agree that Simply Voting may do so in accordance with its then-current Privacy Policy or in the good faith belief that such action is reasonably necessary:

- (a) to comply with any local laws, rules or regulations;
- (b) to comply with any legal process;
- (c) to enforce this Agreement; and
- (d) to respond to claims that such data violates the rights of third parties.

You acknowledge and agree that Simply Voting may access any content, data, statistics and other tools of VOTING SYSTEM as necessary to identify or resolve technical problems or to respond to service complaints. You acknowledge and agree that certain technical processing of information may be required in the ordinary course of business.

You acknowledge and agree that Simply Voting is not responsible or liable for the content, usage, information and data collected from any forms created using VOTING SYSTEM.

LIMITATION OF LIABILITY

Except as expressly set forth herein, Simply Voting will not be liable for any damages incurred in connection with the use of VOTING SYSTEM. This includes any direct, indirect, consequential or incidental damages that may arise from the use of VOTING SYSTEM, the failure of VOTING SYSTEM, or the termination of the access to VOTING SYSTEM. This limitation of liability will also apply to any loss of data, information or content through failure of VOTING SYSTEM or interruption of transmission. Simply Voting will not be liable for any harm or loss arising from unauthorized access to data, information or transmission, including, but not limited to tangible or intangible loss of revenues, profits, data or information.

Except as expressly set forth herein, you agree that Simply Voting is not liable for any damages arising from the interruption, cancellation or suspension of VOTING SYSTEM, regardless of whether the failure of VOTING SYSTEM is announced, justified, or negligent.

GENERAL DISCLAIMER

Except as expressly set forth herein, Simply Voting provides VOTING SYSTEM "as is" and without warranties of any kind, express or implied, to the fullest extent allowed by law. Simply Voting further

disclaims all other warranties, including the implied warranties of merchantability or fitness for a particular purpose and implied warranties arising from course of dealing or course of performance. Simply Voting does not warrant uninterrupted or error free functions contained in VOTING SYSTEM or that VOTING SYSTEM or its servers are free of viruses or other harmful components.

You understand and represent that all data, information or other material collected through VOTING SYSTEM is your sole responsibility. Simply Voting is not responsible for any loss of data or harm done to your computer(s), systems or other equipment in conjunction with use of VOTING SYSTEM. You understand and agree that use of VOTING SYSTEM is done at your own risk and discretion.

NO RESALE OF THE SERVICE

Your right to use VOTING SYSTEM is granted to you on a non-exclusive basis and you may not resell all or any portion of VOTING SYSTEM or its usage. You agree not to reproduce, duplicate, copy, sell, or resell VOTING SYSTEM, reports, files or data, or your use of or access to VOTING SYSTEM to any unregistered or unauthorized persons. Known or suspected violations will be grounds for immediate termination of your use and access to VOTING SYSTEM, files and accumulated stored data, and, depending upon the circumstance, may be grounds for Simply Voting legal recourse.

DATA STORAGE

You understand and agree that all data collected using VOTING SYSTEM will be stored on Simply Voting servers. Simply Voting assumes no responsibility for your deletion of, or your failure to store any data or other information on VOTING SYSTEM.

YOUR CONDUCT

You agree to abide by all Simply Voting standards and applicable local, state, national and international laws and regulations in your use of VOTING SYSTEM, and you agree not to interfere with the use and enjoyment of VOTING SYSTEM by other users. You agree to be solely responsible for the actions and the contents of entries through VOTING SYSTEM.

You agree:

- (1) not to use VOTING SYSTEM for illegal purposes;
- (2) not to use VOTING SYSTEM for chain letters, junk mail, unlawful "spamming" solicitations (commercial or otherwise) or unlawful bulk communications of any kind, and
- (3) to comply with all regulations, policies and procedures of networks connected to VOTING SYSTEM.

You agree not to post, promote or transmit through VOTING SYSTEM any unlawful, harassing, libellous, abusive, threatening, harmful, vulgar, obscene, hateful, racially, ethnically or otherwise objectionable material of any kind or nature. You further agree not to transmit or post any material that encourages conduct that could constitute a criminal offence, give rise to civil liability or otherwise violate any applicable local, state, national or international law or regulation. Simply Voting may, at its sole discretion, immediately terminate your access to VOTING SYSTEM should your conduct fail to conform to this Agreement.

INDEMNIFICATION

You agree that Simply Voting will not be held responsible for any claims, damages, demands or fees arising out of your violations of this Agreement, the Privacy Policy or infringements on the rights of any third

parties as a result of your use of VOTING SYSTEM. You also agree to indemnify Simply Voting and its officers, directors, employees, agents, and partners for any and all claims that may arise.

PROPRIETARY RIGHTS TO VOTING SYSTEM

You are only permitted to use VOTING SYSTEM as expressly authorized by Simply Voting, and may not copy, reproduce, distribute, analyze, compare, demonstrate, reverse engineer, screen capture, print screen pages for purposes of distribution, or create derivative works from VOTING SYSTEM without express authorization from Simply Voting.

WEBSITES OR EMAIL UTILIZING VOTING SYSTEM

Simply Voting does not review or monitor any user websites or email messages that utilize or link to VOTING SYSTEM and is not responsible for the content of any such websites or email messages.

DATA LOSS

VOTING SYSTEM passwords are issued to each user that successfully registers for an account. You are responsible for keeping your passwords secure. Do not share your passwords with another person. Simply Voting will not be responsible for data loss resulting from misuse of VOTING SYSTEM passwords.

SYSTEM INTEGRITY

You shall not use any device, software or routine to interfere or attempt to interfere with the proper working of VOTING SYSTEM. You may not take any action that imposes an unreasonable or disproportionately large load on our infrastructure. In order to maintain system integrity you may not disclose or share your password with any third parties or use your password for any unauthorized purpose.

VOTING SYSTEM may contain robot exclusion headers, and you agree that you will not use any robot, spider, other automatic device, or manual process to monitor or copy VOTING SYSTEM or the content contained therein without prior written permission of Simply Voting. You agree that you will not use any device, software or routine to interfere or attempt to interfere with the proper working of VOTING SYSTEM.

100% AVAILABILITY GUARANTEE

Simply Voting endeavours to provide the most reliable infrastructure possible for VOTING SYSTEM. If you are in good financial standing with Simply Voting, Simply Voting guarantees that VOTING SYSTEM is available 100% of the time in a given month, excluding special planned maintenance. Available is defined as the ability for voters and election administrators to access the functionality of VOTING SYSTEM as intended. Special planned maintenance is defined as a finite period of unavailability where you have been notified by email at least one week in advance. Unavailability is measured from the moment you notify a VOTING SYSTEM support representative of unavailability to the time availability is restored. Notification of unavailability must occur at the time of the outage and not after the fact. We will credit your account 5% of your election fee for each 30 minutes of unavailability, up to 100% of your election fee. Election fee is defined as your Annual Plan fee or most recent Single Election fee, whichever applies. Credits shall not be provided to you if unavailability is the result of: a) special maintenance b) circumstances beyond Simply Voting's reasonable control, including, but not limited to: ddos or other

network attacks, upstream or 3rd party network outages, war, fire, flood, sabotage, labour disturbance, acts of government, acts of god or c) your breach of this Agreement.

PUBLICITY REFERENCES

You agree to allow Simply Voting to refer to your use of VOTING SYSTEM on its websites, in its press releases, and/or other promotional media, and make use of your logo for such purpose.

NO REFUNDS

Simply Voting maintains a strict no-refund policy on VOTING SYSTEM fees.

GOVERNANCE

This Agreement constitutes the final agreement between you and Simply Voting. It is the complete and exclusive expression of your agreement on the matters contained herein. There are no conditions precedent to the effectiveness of this Agreement, other than those expressly stated in this Agreement.

You agree that this Agreement be governed by the laws of the Province of Quebec and shall be deemed to have been entered into at South Huron, Ontario. You agree that any grievances shall be settled according to the procedures and laws within this jurisdiction.

Simply Voting's failure to exercise or enforce any right granted in this Agreement shall not constitute a waiver of such right.

If any provision of this Agreement is found by a court of competent jurisdiction to be invalid, you nonetheless agree that such court should endeavour to give full effect to the parties' intentions as reflected in such provision, and you agree that other provisions of the Agreement remain in full effect.

You agree that any claim or cause of action related to VOTING SYSTEM or this Agreement must be filed within one (1) year after such claim arose.

The headings employed to describe the sections of this Agreement are solely for descriptive purposes. They do not imply or refer to a specific legal description or obligation.

The parties to the present Agreement agree that same be drawn up in the English language. Les parties aux présentes conviennent que la présente entente soit rédigée en langue anglaise.

Addendum “B” - Simply Voting Privacy Policy



This privacy policy applies to www.simplyvoting.com and the Simply Voting platform (“Website”) owned and operated by Simply Voting Inc. (“We”, “Simply Voting”). This privacy policy tells you how we use personally identifiable information collected at the website. The use of information collected through our platform shall be limited to the purpose of providing the service for which the account owner (“Client”) has engaged Simply Voting. Please read this privacy policy before using the website or submitting any personally identifiable information.

By using this website, you are accepting the practices described in this privacy policy.

We reserve the right to make changes to this privacy policy. If we decide to change this privacy policy, we will post those changes on this page and update the modification date above. If we make any material changes we will notify our Clients by email (sent to the e-mail address specified in the account) or by means of a notice on this website prior to the change becoming effective. Privacy policy changes will apply only to information collected after the date of the change. You are encouraged to review the privacy policy whenever you visit this website to make sure that you understand how any personally identifiable information you provide will be used.

The privacy practices set forth in this privacy policy are for this website only. If you follow links to other websites or submit personally identifiable information to any of those websites, your information is governed by their privacy policies. Please review the privacy policies posted at those websites.

If you have an unresolved privacy or data use concern that we have not addressed satisfactorily, please contact our U.S.-based third party dispute resolution provider (free of charge) at <https://feedbackform.truste.com/watchdog/request>.

Collection of Information

We collect personally identifiable information like name, email address, and financial information such as credit card number, when submitted by Clients for management of their elections.

Personally identifiable information is only used to fulfil your specific request or to help you manage your elections and for billing purposes, unless you give us permission to use it in another manner.

Our website includes personal testimonials of satisfied customers in addition to other endorsements. With your consent we may post your testimonial along with your name. If you wish to update or delete your testimonial, you can do so by contacting us.

Information Related to Data Controlled by our Clients

Simply Voting also processes elector information under the direction of its Clients (such as contact name, organization, email address, etc), and has no direct relationship with the individuals whose personal data it processes. If you are a customer of one of our Clients and would no longer like to be contacted by one of our Clients that use our service, please contact the Client that you interact with directly. We may transfer personally identifiable information to companies that help us provide our service. Transfers to subsequent third parties are covered by the service agreements with our Clients.

Access and Choice

Upon request Simply Voting will provide you with information about whether we hold any of your personal information. If your personally identifiable information changes, or if you no longer desire our service, you may correct, update, amend or delete it by making the change on our member information page or by contacting support. We will respond to your request to access within 30 days.

We will retain your information for as long as your account is active or as needed to provide you services. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements.

Access and Retention of Data Controlled by our Clients

Simply Voting acknowledges that you have the right to access your personal information. Simply Voting has no direct relationship with the individual electors whose personal data it processes. An individual

elector who seeks access, or who seeks to correct, amend, or delete inaccurate data should direct his query to Simply Voting's Client (the data controller). If requested to remove data we will respond within 30 days.

We will retain personal elector data we process on behalf of our Clients until the Client deletes the data or instructs us to delete the data.

Cookie and Tracking Technology

Simply Voting and its partners use cookies or similar technologies to analyze trends, administer the website, track users' movements around the website, and to gather demographic information about our user base as a whole. You can control the use of cookies at the individual browser level, but if you choose to disable cookies, it may limit your use of certain features or functions on our website or service. We may receive reports based on the use of these technologies by these companies on an individual as well as aggregated basis.

As is true of most web sites, we gather certain information automatically and store it in log files. This information may include internet protocol (IP) addresses, browser type, internet service provider (ISP), referring/exit pages, operating system, date/time stamp, and/or clickstream data. We do not link this automatically collected data to other information we collect about you, with the exception of IP addresses. IP addresses are combined with other information we collect about you in the Simply Voting platform to provide an audit trail.

Our website also includes Social Media Features, such as the Share This button. These Features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the Feature to function properly. Social Media Features and Widgets are either hosted by a third party or hosted directly on our website. Your interactions with these Features are governed by the privacy policy of the company providing it.

We partner with a third party to manage our advertising on other sites. Our third party partner may use cookies or similar technologies in order to provide you advertising based upon your browsing activities and interests. If you wish to opt out of interest-based advertising visit <http://preferences-mgr.truste.com/>. Please note you will continue to receive generic ads.

Distribution of Information

We will share your personally identifiable information with third parties only in the ways that are described in this privacy policy. We do not sell, trade, or otherwise transfer to outside parties your personally identifiable information. In certain situations, Simply Voting may be required to disclose personal data in response to lawful requests by public authorities, including to meet national security or law enforcement requirements. We may also release your information when we believe release is appropriate to comply with the law, such as to comply with a subpoena, or similar legal process, enforce our website policies, and when we believe in good faith that disclosure is necessary to protect ours or others' rights, property, or safety. However, non-personally identifiable visitor information may be provided to other parties for marketing, advertising, or other uses.

We may provide your personally identifiable information to companies that provide services to help us with our business activities such as processing payments. These companies are authorized to use your personally identifiable information only as necessary to provide these services to us.

If Simply Voting is involved in a merger, acquisition, or sale of all or a portion of its assets, you will be notified via email and/or a prominent notice on our website of any change in ownership or uses of your

personally identifiable information, as well as any choices you may have regarding your personally identifiable information.

Commitment to Data Security

Your personally identifiable information is kept secure. Only authorized employees, agents and contractors (who have agreed to keep information secure and confidential) have access to this information.

All sensitive payment information (credit card number, expiry date, validation code) is encrypted via Secure Socket Layer (SSL) technology and then transmitted to our payment gateway provider. The payment gateway provider's database is only accessible by those authorized with special access rights to such systems, and they are required to keep the information confidential. After a transaction, your sensitive payment information will not be stored on our servers.

All elector authentication credentials (elector ID, password), vote information and vote receipts are encrypted via Secure Socket Layer as well. When a remote authentication method is used (web service, LDAP) the elector credentials are then transmitted to the remote authentication server and will not be stored on our servers.

No method of transmission over the Internet, or method of electronic storage, is 100% secure, however. Therefore, we cannot guarantee its absolute security. If you have any questions about security on our website, you can contact us.



The Corporation Of The Municipality Of South Huron

By-Law #39-2017

Confirming By-Law

Being a by-law to adopt, confirm and ratify matters dealt with by the Council of the Corporation of the Municipality of South Huron.

Whereas Section 8 of the *Municipal Act, 2001*, as amended, provides that the powers of a Municipality shall be interpreted broadly to enable it to govern its affairs as it considers appropriate and to enhance the Municipality's ability to respond to municipal issues; and

Whereas Section 5(3) of the *Municipal Act, 2001*, as amended, provides that a municipal power, including a municipality's capacity, rights, powers and privileges under section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise; and

Whereas the Council of The Corporation of the Municipality of South Huron deems it expedient to adopt, confirm and ratify matters dealt with at all meetings of Council;

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

1. That the proceedings and actions taken by Council and municipal officers of the Corporation of the Municipality of South Huron at the June 19, 2017 Regular Council Meeting in respect of each report, motion, recommendation, by-law and any other business conducted are, except where the prior approval of the Ontario Municipal Board or other authority is required by law, hereby adopted, ratified and confirmed and shall have the same force and effect as if each and every one of them had been the subject matter of a separate by-law duly enacted.
2. That the Mayor and Members of Council of the Corporation of the Municipality of South Huron are hereby authorized and directed to do all things necessary to give effect to the said actions of Council of the Corporation of the Municipality of South Huron or to obtain approvals where required.
3. That on behalf of The Corporation of the Municipality of South Huron, the Mayor, or the Presiding Officer of Council, and the Clerk or the Chief Administrative Officer, where instructed to do so, are hereby authorized and directed to execute all necessary documents and to affix thereto the Corporate Seal.
4. That this By-Law shall not be amendable or debatable.

Read a first and second time this 19th day June, 2017.

Read a third time and passed this 19th day of June, 2017.

Maureen Cole, Mayor

Genevieve Scharback, Clerk